

THE BELGIAN LEGAL AWARDS 2008

Nomination and Selection Rules

Art. 1. Objective

The « Belgian Legal Awards » reward Belgian and Foreign lawyers and law firms with an office in Belgium as well as in-house legal counsels (juristes d'entreprise/ bedrijfsjuristen) and departments of companies or non profit organisations with a registered office in Belgium.

Art. 2. Nominees

There is a specific nomination procedure for in-house legal departments and for private practice law firms, in order to respect the requirements set out by the Belgian Legal Professions.

In-house Legal Departments

There are three awards dedicated to in-house legal departments

- **Prominent transaction**
- **Innovative legal department**

Prominent transaction: In-house Legal Counsels will be invited to let the organisers know they are willing to participate in this category for a transaction they carried out or advised on. They can also, even simultaneously, propose transactions of other companies as possible nominees. The contemplated nominees will then be invited to send a documented Explanatory Memo that will be based on the specific case undertaken, dealt with or closed in 2007. The contemplated nominees will make sure not to breach any confidentiality commitment and not to violate their obligation of professional secrecy.

Only those contemplated nominees who do submit an Explanatory Memo in due time will be part of the final nominee list.

The Jury will assess more particularly:

- Overall quality of the Explanatory Memo and level of complexity of the case
- Interest for the economy and the business community
- Interest for the legal science
- Innovative aspects
- Degree of constraints to complete the case (time, media, special requirements, authorities,...)

Innovative legal department: In-house Legal Counsels will be invited to let the organisers know they are willing to participate in this category for their own department.

They can also, even simultaneously, propose legal departments of other companies as possible nominees. All contemplated nominees will subsequently be invited to send an Explanatory Memo. The Explanatory Memo will be based on the global annual achievement of the department. The contemplated nominees will make sure not to breach any confidentiality commitment and not to violate their obligation of professional secrecy.

Only those contemplated nominees who do send an Explanatory Memo in due time will be part of the final Nominee List.

The Jury will assess more particularly:

- Demonstration of a commendable degree of quality in organisation
- Demonstration of a particular degree of innovation in managing a legal department
- Demonstration of best practices in teamwork with the other internal departments of the company and with external advisors.
- Specific innovative recruitment techniques and strengthening of the legal department

Private Practice Law Firms

The contemplated nominees will be selected according to an objective written survey carried out in cooperation with the Official Partners of the Legal Awards and representatives from the business community.

The Official Partners of the Legal Awards are large and well reputed organisations and federations, their contribution ensures a representative and relevant selection for the Legal Awards.

A. A survey is carried out among the members of the Official Partners of the Legal Awards and the business community. Participants to the survey list the law firms that they believe should be contemplated as “Law Firm of the Year” in the various categories. Based on the results, a maximum of 15 contemplated nominees will be withheld in each category.

B. Following the results, the contemplated nominees will be invited to submit an Explanatory Memo of max 5 pages A4 plus possible attachments. The contemplated nominees will make sure not to breach any confidentiality commitment and not to violate their obligation of professional secrecy by either making sure no parties can be identified or by collecting beforehand the necessary authorisations to disclose any given information or by disclosing information that is already publicly available.

C. In each category, only those contemplated nominees who do send an Explanatory Memo in due time will be part of the final Nominee List.

D. The Jury will select the Award Winner in each category based on the Explanatory Memo received in due time.

E. Definition of the categories of awards remitted to Law Firms

There are two main chapters of awards for Law Firms:

- (1) Practice Areas
- (2) Overall

(1) PRACTICE AREAS

- * **Corporate:** The law firm of the year active in the Corporate law sector.
- * **Bank & Finance:** The law firm of the year active in the Bank and/or Finance law sector.
- * **Competition & Anti-Trust:** The law firm of the year active in competition and Anti-Trust.
- * **Tax:** The law firm of the year active in the Tax law sector.
- * **Employment :** The law firm of the year active in the Employment law sector.
- * **Real Estate & Construction:** The law firm of the year active in the Real Estate and/or the Construction law sector.
- * **Regulatory :** The law firm of the year active in regulatory issues.
- * **IP & IT:** The law firm of the year active in Intellectual Property & Information Technology Law.
- * **Litigation & Arbitration:** The law firm of the year active in Litigation and/or Arbitration.
- * **International Trade:** The law firm of the year active in the International Trade sector.

(2) OVERALL

- * **Belgian Firm of the Year:** The law firm having an office on the Belgian territory, including offices, branches or firms members of a national or international network.
- * **Regional Firm Flanders of the Year :** The law firm of the year having its head office or main seat in Flemish Region, with the exclusion of Brussels. The jury will recognize outstanding performance within the specific regional market.

* **Regional Firm Wallonia of the Year** : The best law firm/department/team of the year having its head office or main seat in the Walloon Region. The jury will recognize outstanding performance within the specific regional market.

* **US Law Firm in Brussels of the Year** : Best law firm of the year having the bulk of their lawyers based in the United States. The winner will have shown significant progress in building a presence in Brussels. The jury will look both at the ability to develop a European hub and a presence on the local market. Judges will look at key transactions during the year, success in recruitment both in terms of recent additions and integration of foreign lawyers in the US firm.

* **Managing Partner of the Year** : The managing partner of a law firm/office/branch in Belgium who has showed best leadership, brought major new ideas and initiatives, achieved solid positioning for his/her firm/department, strong ability to communicate. Although we will take a long view, their performance over the course of the last 12 months will strengthen their nomination.

* **Legal Employer of the Year** : The winner will be the law firm to work for. The law firm having an office on the Belgian territory, including offices, branches or firms members of a national or international network which has conducted the best partnership/employment policy.

Art. 3. **Jury**

There are various categories of awards. For each award, a specific Jury is in charge of assessing the final nominees.

The Jury members are chosen among acknowledged representatives of the legal professions, business community, public sector and universities. Members of the Jury will be asked to vote for nominees in categories in which they have a specific expertise. The Explanatory Memo of the final nominees will be delivered to the Members of the Jury and constitute the basis for their decisions. Any information provided by the final nominees will be treated as strictly confidential and will only be used for the purpose of designating the Award Winners.

Each Jury is chaired by a Chairman.

Art. 4. **Votes**

Every member of a Jury has voting powers. The award is given at the majority of the votes. In case of equal votes, there will be a second round of votes. Should there still be a draw, the Chairman of the Jury will have a casting vote. The Jury's decisions with regard to the Award Winners are final and binding, and subject to no recourse.

Members of the Jury are independent from the nominees for which they will have to vote. If otherwise they will withdraw from that specific vote.

Art. 5. The Award Winners

The name of the Award Winners will be announced during a gala evening. A certificate will be delivered to each Award Winner.

Art. 6. General conditions of participation

All Explanatory Memos will be treated as confidential and will only be shared with the relevant Jury Members. All Jury Members are subject to the Nomination and Selection Process Rules of the Belgian Legal Awards. Explanatory Memos will not be returned.

The Organizer of the Belgian Legal Awards accept no responsibility for the loss or damage of any material submitted.

The awards are assessing performance from January 2007 to December 2007. Performance beyond these dates will only be taken into account if it is relevant to the submission.

Pictures will be taken during the gala evening and nominees/participants agree that these pictures be published in the press and in the Awards Book.

The Jury is independent from the Organizer. The Legal Awards are scrutinized by a Legal Bailiff under Belgian Law (Gerechtsdeurwaarder, Huissier de Justice).

Art 7. Acceptance of the Nomination and Selection Rules

By sending in an Explanatory Memo, contemplated and final nominees do accept the present Nomination and Selection Process Rules.