



ACC Fast Facts

ACC is the in-house bar associationSM, a specialty organization comprised solely of attorneys who practice law as employees in corporations and other private sector organizations.

ACC promotes the common interests of its members, contributes to their continuing education, seeks to improve understanding of the role of in-house attorneys, and encourages advancements in the standards of corporate legal practice.

ACC operates in six primary business lines:

- **Advocacy:** As voice of the in-house bar on issues such as corporate responsibility and ethical culture, attorney-client privilege, ethics and professionalism, attorney conduct guidelines, multijurisdictional practice, and civil justice reform; our principal activities include filing *amicus* briefs, educational backgrounders, providing comments, and testimony;
- **Education/CLE:** Annual Meeting, Corporate Counsel University, Executive Leadership Institute, Mini MBA, Corporate Counsel Institute, webcasts (online CLE), and local chapter programs;
- **Knowledge Management:** Benchmarking and “how to” materials, including forms, guidelines, and policies, delivered through InfoPAKsSM, Virtual LibrarySM, Leading Practice Profiles, and In-house CaselawSM;
- **Networking:** MemberToMemberSM, listservs and discussion groups, over 40 chapters, more than 10 committees, Annual Meetings;
- **Publishing:** *ACC Docket*, *Canadian Briefings*, *European Briefings*, ACC OnlineSM, electronic newsletters, internal leadership publications; and
- **Services:** Unique offerings provided by ACC AllianceSM partners.

Some Points to Note:

- **How ACC started.** ACC was founded in 1982 by a group of general counsel who believed that in-house counsel needed their own organization focused exclusively on in-house issues and networks. ACC’s organizational network includes more than 40 chapters (including in Europe, Israel, and Canada) and over 10 committees.
- **Membership:** ACC supports a membership base of more than 24,000 in-house counsel, representing over 10,000 organizations, and hailing from over 80 countries, of which more than 300 are enrolled in the Large Law Department membership. More than half of the GCs from the top 200 law departments are ACC members. Members are also represented in all of the Fortune 100 companies.

- **What do we offer? Solutions to your problems.**
ACC is focused on providing in-house attorneys with knowledge (networks plus practical resources) they can use to solve their daily problems, enhance their management skills, and develop a productive and cost-efficient legal department. In other words, we help you do your job better!

Online Resources: No time to search journals? Not interested in racking up more outside counsel fees by asking a quick question? Need answers fast? Then go to ACC's online resources:

- **Centralized Databank of sample forms, guidelines, and knowledge from other in-house counsel:** ACC's *Virtual Library*SM offers one-stop shopping for those seeking to benchmark with their peers or obtain sample forms, policies, and information. (www.acc.com/vll)
- **A virtual rolodex of in-house attorneys at your disposal: MemberToMember.**SM This is a powerful networking tool that links members seeking advice with volunteer "member experts" in more than 100 substantive areas. Whether it is a substantive question, management issue or recommendations of outside counsel, this service is a quick and cost-effective way to obtain guidance from your peers. (www.acc.com/php/find.php#mtm)
- **Specialized "most frequently asked" issues in one compact package: ACC InfoPAKS**SM provides you with customized information packages that include articles, sample forms and policies, caselaw, and contact names on such sought after topics as corporate compliance, starting a legal department; managing a law department; attorney-client privilege; managing outside counsel; and records retention. (www.acc.com/vll/infopak)
- **Chief legal officer (CLO) resources** provide you with information on the executive, legal, and department management roles of today's CLO. Some of what you'll find includes ACC's new *Law Department/Attorney Conduct Manual*; global law department resources; surveys on CEO expectations of the CLO; the Executive Update, a newsletter for chief legal officers; and Leading Practice Profiles (www.acc.com/vll/practiceprofiles.php), which examine best practices at work in legal departments from various industries. (www.acc.com/networks/clo)
- **Locate other ACC members:** ACC's virtual **Membership Directory** puts networking at your fingertips. The cyberversion of ACC's member directory provides real time searches on name, title, company name, law school, city, state, chapter, committee, or any combination thereof. (www.acc.com/php/find.php)
- **Assistance in hiring legal staff:** ACC's **In-house Jobline**SM lists in-house counsel positions in the US and around the world. (<http://jobline.acc.com>)
- **Pro bono opportunities: CorporateProBono.Org**, ACC's joint project with the Pro Bono Institute, offers online and technical assistance resources that address specific corporate practice setting concerns; customized training materials and information on local training clinics; partnering assistance; member pro bono best practices; mentor and peer networks; and a searchable database of information about available local legal services pro bono projects that need volunteers. (www.corporateprobono.org)
- **Enhancing the future of the legal profession:** The Corporate Legal Diversity Pipeline Program seeks to increase the number of minorities entering the legal profession. Working with Street Law Inc. (www.streetlaw.org/pipeline.asp), an internationally recognized nonprofit, ACC's initiative places

corporate counsel in high schools with diverse student populations, where they teach classes on corporate and civil law. The goal is to inspire students of color to consider law as both a positive force in their lives and a future career option. (www.acc.com/diversity/pipeline/)

- **Ethics/Professionalism:** ACC remains a leader in developing materials and information on ethical and professional issues directly affecting in-house counsel. Our In-house CaselawSM library (www.acc.com/vl/caselaw.php) provides members with references to cases that define in-house practice. Coupled with resources and policy initiatives in our advocacy homepages, corporate counsel will find all they need to answer common in-house ethics and professionalism questions. ACC and Thomson West have also jointly published *Corporate Counsel Guidelines* by John Villa, a highly acclaimed corporate ethics expert. This resource is the seminal publication on in-house ethics issues. (www.acc.com/practice/books.php)
- **Useful Practice Information:** Our award-winning journal, the *ACC Docket*, is filled with practical information in-house counsel need for their daily practice. It is the only corporate counsel publication featuring articles written *by* corporate counsel *for* corporate counsel and provides you with valuable and useful information and not theoretical postulations. (www.acc.com/p-docket.php)

Networking and Training Opportunities:

- **Annual Meeting:** Our 2007 Annual Meeting themed “Enjoying the Ride on the Track to Success” and held October 29–31 in Chicago, offered corporate practitioners more than 110 CLE-approved sessions to choose from. Sixteen tracks of programming developed by in-house counsel for in-house counsel provided a wide range of legal and management topics including intellectual property, litigation, labor and employment, corporate and securities, ecommerce, leadership and management skills, and financial management. Our 2008 Annual Meeting will be held in Seattle, October 19–22. (<http://am.acc.com>)
- **Corporate Counsel University.** ACC’s Corporate Counsel University features three tracks: a track for members new to in-house practice, members who are new managers in the law department, and paralegals. CCU offers hands-on training covering the basic skills needed in each of these areas. (<http://ccu.acc.com>)
- **ACC’s Executive Leadership Institute.** ACC’s Executive Leadership Institute provides participants with the tools to enhance your leadership skills. Managing others in a legal department while simultaneously assuring the provision of excellent client service requires true leadership. This program will ensure that when you lead—others truly will follow! (www.acc.com/leadership)
- **ACC’s Mini MBA Program.** ACC’s Mini MBA Program will help participants enhance their ability to understand financial statements, evaluate financial tools, and understand the impact of a decision on a business’ strategic and marketing goals. Participants will also learn how to effectively manage work relationships and develop methods for minimizing the risks of decision-making. The program also explores the essential business skills that enhance and sharpen a lawyer’s management knowledge in critical MBA disciplines: accounting, finance, strategy and organizational behavior. (www.acc.com/minimba)

A Professional Perspective: ACC is continually striving to collect knowledge that helps enhance the visibility and recognition of the profession and also provides valuable feedback to our members on how in-house counsel are perceived. Recent surveys on managing outside counsel, determining compensation, and law department management benchmarks are just some of the resources produced for our members.