

Press Releases

O'Melveny Launches In-House Counsel Guide to Conducting Internal Investigations

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LOS ANGELES, CA— OCTOBER 14, 2010 — O'Melveny & Myers LLP is pleased to announce the publication of a new handbook on internal investigations titled, "In-House Counsel's Guide to Conducting Internal Investigations." It is a brief, practical guide meant to inform in-house counsel about the key issues that arise when facing a typical internal investigation.

"In the wake of renewed government interest in corporate fraud and regulatory violations, expanding theories of corporate liability, and the demands of auditors, internal investigations have become increasingly common," said Daniel Bookin, head of O'Melveny's White Collar Defense and Criminal Investigations Practice. "We developed this guide in response to commonly asked questions by our clients and we hope that it serves as a roadmap to those about to face a challenging internal investigation as well as those who just want to be more informed about the process."

The handbook covers the full spectrum of what to expect when facing an internal investigation. Sections include:

- Overview of the Internal Investigation Process
- When to Investigate
- Deciding Who Should Oversee and Conduct the Investigation
- Preserving the Attorney-Client Privilege and Attorney Work Product Protection
- Special Considerations for International Investigations

- Defining the Investigation's Scope and Procedure
- Document Preservation
- Document Collection Interviews
- Document Review
- Preparing for Interviews
- Conducting Interviews
- Creating Records and Reports During an Ongoing Investigation
- Reporting the Results of an Internal Investigation
- Determining Remediation
- Notifying the Government and Public Disclosure
- Summary of Internal Investigation Do's and Don'ts

The guide does not constitute legal advice and is meant to be used as an aid in guiding internal investigations effectively and efficiently. To receive a copy of the guide, please contact O'Melveny at the numbers listed above.

About O'Melveny's White Collar Defense and Corporate Investigations Practice

The lawyers in O'Melveny's White Collar Defense and Corporate Investigations Practice represent companies, audit committees, and executives in high-stakes government investigations and trials, and in parallel administrative and civil proceedings throughout the United States and the world. Our team also conducts internal investigations and compliance reviews for public companies, broker-dealers, and investment advisers to assess the adequacy and assist in the development of policies, procedures, and internal controls for such entities.

About O'Melveny & Myers LLP

With approximately 900 lawyers in 14 offices worldwide, O'Melveny & Myers LLP helps industry leaders across a broad array of sectors manage the complex challenges of succeeding in the global economy.

We are a values-driven law firm, guided by the principles of excellence, leadership, and citizenship. Our commitment to these values is reflected in our dedication to improving access to justice through pro bono work and championing initiatives that increase the diversity of the legal profession. For more information, please visit www.omm.com.