

**CORPORATE LEGAL DEPARTMENT
PRO BONO POLICY**

I. VISION STATEMENT:

The _____ Legal Department encourages its attorneys to participate in providing legal services to persons of limited means. This commitment is consistent with IRPC 6.1 and the ethical obligation our profession places on providing at least fifty (50) hours per year of pro bono public services to the disadvantaged and oppressed who cannot afford or find the representation necessary to protect or enforce their rights and to provide other services in the public interest for which there is no compensation. Also, this statement recognizes that the commitment to solving legal problems of the disadvantaged can be one of the most rewarding experiences in the life of a lawyer.

II. PRO BONO SERVICES DEFINED:

Pro bono legal services include the following:

A. Services to Persons of Limited Means: Direct legal services in civil or criminal matters to persons with low income or to organizations which address the needs of persons of limited means and any service related to simplifying the legal process for, or increasing the availability and quality of legal services to those unable to pay, including service as a leader of or non-legal advisor to organizations primarily engaged in those activities.

B. Human Rights and Public Rights Law: Legal services which protect the rights of individuals or a significant segment of the public and cannot (or will not) be provided by a qualified attorney under a contingency or similar fee arrangement.

C. Representation of Non-Profit Organizations/Public Interest Organizations: Legal services to charitable, religious, governmental, educational or similar organizations that are designed primarily to address the needs of persons of limited means in matters which further their organizational purpose where payment of customary legal fees would deplete significantly the organization's economic resources or would be otherwise inappropriate. This includes legal services rendered as a leader or significant advisor to such organizations.

D. Participation in Activities Relating to the Practice of Law: Activities, whether or not under the auspices of a bar association, which are intended to increase the availability of legal services to persons of limited means or improve the administration of justice. For example, significant participation in bar association activities as a committee, section or association officer or in activities that involve responsibility for the organization of panels, programs or meetings.

Pro bono legal services do not include:

A. Volunteer activities that do not constitute legal work.

B. Legal services rendered to friends, or family who are not persons of limited means.

C. Matters not covered by IRPC 6.1.

III. ADMINISTRATION OF PRO BONO SERVICE:

A. Identifying Conflicts/Seeking Approval.

Before beginning work on a pro bono matter, the lawyer shall seek approval to take on the client from his/her immediate supervisor and the General Counsel. Appropriate conflict of interest review shall be conducted at the outset of the pro bono representation.

B. Disclosure.

Because we are a corporate Legal Department, attorneys who take on pro bono assignments should identify themselves as volunteer attorneys and not an attorney for ____ (name of company)_____.

C. Use of Department Resources.

The department's resources and facilities are available to a lawyer working on a pro bono case. If it is anticipated that the matter will result in more than a diminimus expenditure of costs, the immediate supervisor and General Counsel shall approve the anticipated expenditure of out-of-pocket costs and staff time.

D. Level of Service.

Pro bono service shall meet the same standards of professionalism and service as any other work undertaken by the Legal Department.

E. When appropriate, lawyers are encouraged to coordinate their pro bono service and representation with the Idaho Volunteer Lawyers Program which can provide assistance in the administration of pro bono matters.

F. Evaluation of Pro Bono Activities.

The department will review the status of pro bono files on a regular basis and will, internally, acknowledge the pro bono contributions of individual lawyers as appropriate.

Consistent with the Legal Department's vision to encourage and support pro bono services and with the goals of IRPC 6.1, _____ (the department's name) _____ will consider pro bono service as a positive factor in decisions concerning compensation and advancement of its attorneys.