



## GENERAL GUIDELINES

1. All nominations must be written in the **ALB nomination form**. The same must be submitted on or before September 17, 2014. ALB will not accept entries written in any other forms.
2. **Work** includes any transactions/deals/projects completed, cases handled, disputes settled and other legal services provided within the organisation or otherwise.
3. Entries to any categories must have been completed or provided within the period of **July 1, 2013 to June 30, 2014**.
4. Documents supplementary to the information provided in the nomination form may be submitted within the nomination period. No supplementary information will be accepted after the nomination deadline.
5. Clients or contact persons provided in the nomination form will be contacted by *ALB*, as may be necessary, without prior notice to the nominating organisation. It is advisable that only the names of clients whose consent for this purpose has been obtained are listed in the nomination form.

## COMPOSITION OF JUDGING PANEL

The judging panel consists of the general panel and the special expertise panel. It is composed of approximately 25-30 reputable members from the legal academia, in-house teams, law firms, legal associations or business leagues, whose identities are kept confidential prior to the awarding ceremony.

## JUDGING PROCESS

The panel of judges is given one week to evaluate the accomplishments of nominees based on a research summary provided by *ALB*. The judges select the top three finalists for every category. A score allocated by a judge to a finalist with which or with whom he has an apparent conflict of interest is considered void.

The finalist in every category who obtains the highest score wins.

## CATEGORIES

### Deal Categories

1. Debt Market Deal of the Year
2. Energy and Resources Deal of the Year
3. Equity Market Deal of the Year
4. M&A Deal of the Year
5. Real Estate Deal of the Year
6. Indonesia Deal of the Year

### *Specific Guidelines*

1. To qualify for deal categories, a deal must have significant Indonesia element. "Indonesia element" would mean any of the following:
  - The law firm must be based in Indonesia.
  - Any of the parties represented in the deal must be based in Indonesia.
  - The contract/deal was executed/signed in Indonesia.
  - The contract/deal must be in any way related to Indonesia.
2. Debt Market and M&A deals must have a financial value of at least USD500 million.
3. Energy and Resources deals must have a financial value of at least USD300 million
4. Equity deals must have a financial value of at least USD200 million.
5. Real estate must have a financial value of at least USD150 million.
6. A nominating organisation may submit up to two (2) deals within each of the first five deal categories.
7. The winner of any deal categories automatically becomes a finalist for the Indonesia Deal of the Year, and the finalist obtaining the highest score wins.

### *Criteria*

1. Deal size – the volume of the deal in USD
2. Complexity - the degree to which the work requires intricate legal principles or advanced techniques and structures
3. Innovation/improvement - the degree to which the work involved original or improved techniques and structures or innovative legal rules or regulations
4. Breadth - the degree to which the work spanned different jurisdictions, practice areas, parties and industries
5. Impact/significance - the degree by which the stakeholders/bench and bar/community at large is affected
6. Third-party award(s)/recognition

## **Firm Categories**

1. Construction Law Firm of the Year
2. Dispute Resolution Law Firm of the Year
3. Employment Law Firm of the Year
4. Energy and Resources Law Firm of the Year
5. Insolvency and Restructuring Law Firm of the Year
6. Intellectual Property Law Firm of the Year
7. Islamic Finance Law Firm of the Year
8. Shipping Law Firm of the Year
9. Deal Firm of the Year
10. Boutique Firm of the Year
11. Managing Partner of the Year
12. Indonesia Law Firm of the Year

## *Specific Guidelines*

1. All law firms with physical office in Indonesia are qualified for any firm categories.
2. A law firm can nominate only one of its managing partners for Managing Partner of the Year. A third-party nomination is considered only when the third-party nominee's firm has not nominated for the category.
3. The winner of any firm categories automatically becomes a finalist for the Indonesia Law Firm of the Year, and the finalist obtaining the highest score wins.

## *Criteria*

1. Key hires/departures (when applicable)
2. Complexity - the degree to which the work requires intricate legal principles or advanced techniques and structures
3. Innovation/improvement - the degree to which the work involved original or improved techniques and structures or innovative legal rules or regulations
4. Breadth - the degree to which the work spanned different jurisdictions, practice areas, parties and industries
5. Impact/significance - the degree by which the stakeholders/bench and bar/community at large is affected
6. Third-party award(s)/recognition
7. No. of transactions completed (when applicable)
8. Volume of completed transactions in USD (when applicable)

## **In-House Categories**

1. Banking and Financial Services In-House Team of the Year

2. Construction and Real Estate In-House Team of the Year
3. Energy and Resources In-House Team of the Year
4. In-House Lawyer of the Year
5. Indonesia In-House Team of the Year

*Specific Guidelines*

1. All in-house teams with physical office in Indonesia are qualified for in-house categories.
2. An in-house team can nominate only one of its lawyers for In-House Lawyer of the Year.
3. A third-party nomination is considered only when the third-party nominee's team has not nominated for the category.

*Criteria*

4. Complexity - the degree to which the work requires intricate legal principles or advance techniques and structures
5. Innovation/improvement - the degree to which the work involved original or improved techniques and structures or innovative legal rules or regulations
6. Breadth - the degree to which the work spanned different jurisdictions, practice areas, parties and industries
7. Impact/significance - the degree by which the stakeholders/bench and bar/community at large is affected

**ILA 2014 IMPORTANT DATES**

July 18, 2014	Opening of nominations
September 17, 2014	Deadline for nominations <i>(Please submit nomination forms to <a href="mailto:chuminh.trang@thomsonreuters.com">chuminh.trang@thomsonreuters.com</a>)</i>
Early October 2014	Announcement of finalists at <a href="http://www.legalbusinessonline.com/Indonesia-law-awards-2014">http://www.legalbusinessonline.com/Indonesia-law-awards-2014</a>
October 28, 2014	Awarding ceremony

For inquiries, you may contact:

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