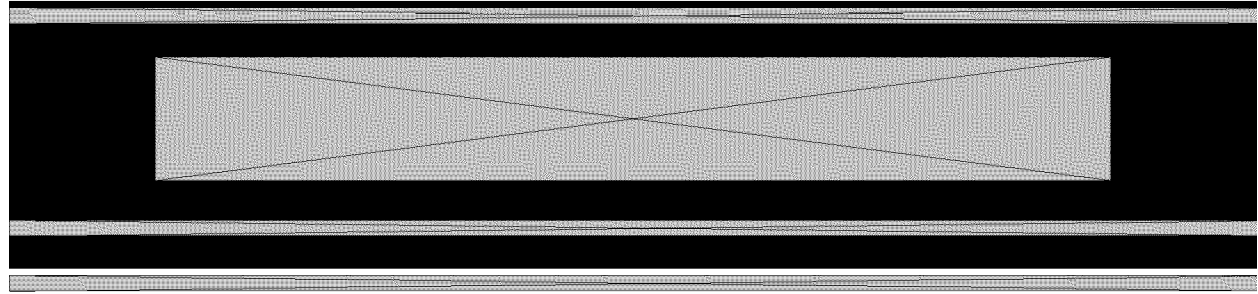


To: Dravis, Samantha[dravis.samantha@epa.gov]
From: CommercialLawWebAdvisor
Sent: Fri 9/8/2017 12:09:17 PM
Subject: Essential Webinars for Financial Officers--Available Live, to Download or on CD!



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NEXT WEEK!

Indemnifications: Problems and Pitfalls, Advantages and Solutions

September 12, 2017 @ 1 PM (ET)

"Indemnity," quite simply, means a legal duty to make good on any loss, damage or liability incurred by someone else. Effectively, when you or your client assumes an indemnification obligation, the risk shifts from the other party directly onto you or your client's back. It's no exaggeration to state that they are the most common deal breakers in contract negotiations and the most hotly contested clauses when the contract goes south and winds up in litigation. Please join as we delve deep into the risk-management thicket of indemnities, other limitations on liability, and related considerations.

NEXT WEEK!

The Art and Science of Asking Questions

September 14, 2017 @ 1 PM (ET)

Investigators—especially litigators and trial lawyers—know the importance of asking the right question to a client, a witness, and even a judge. Lawyers are professional investigators because they are paid to investigate by asking questions of witnesses and sources. This webinar offers specific and practical methods and techniques to improve questioning skills. The methods and techniques taught in this session will help you with client and witness interviews, depositions, and questioning trial witnesses or any other situation where you must efficiently and effectively gather facts or extract admissions through questioning.

A PRACTICAL SERIES!

Accounting, Financials and Deal Making for Lawyers: Speaking the Language of Business (Three-Session Series)

Three Session Series: September 19, 2017 @ 1 PM (ET), October 3, 2017 @ 1 PM and October 17, 2017 @ 1 PM (ET)

Business leaders often become frustrated with lawyers, whether in-house or external, for not having the ability to be conversant in basic business terms or understanding the financial data on which so many business decisions are made. Attorneys often do not have a working knowledge of the numbers backing those decisions, how those figures were reached, and how to accurately interpret and discuss them. In these three sessions, you will learn accounting terms important to the lawyer; how to read and interpret a financial statement, business terms and other jargon to help you converse with the CFO and other executives in their language; and how to use these critical skills when negotiating a contract, M&A deal, or other agreement.

Speaking the Business Lingo: Introduction to Accounting for Lawyers

September 19, 2017 @ 1 PM (ET)

This webinar provides the meaning for common terms found in the business environment such as GAAP, balance sheet, assets, and liabilities, and will also provide some resources and suggestions for understanding the client's needs when faced with discussions on these issues. The session will leave the participants with a working understanding of the importance of accounting knowledge and enhance their ability to have a business discussion.

AN ESSENTIAL SERIES!

Keys to Successful Contract Drafting: Four-Session Series on Crafting an Agreement That Protects Your Interests Now and When Something Goes Wrong

Four Session Series: September 26, 2017 @ 1 PM (ET), October 10, 2017 @ 1 PM, October 17, 2017 @ 1 PM (ET), and October 31, 2017 @ 1 PM (ET)

Most business relationships are memorialized by a written contract. Extreme care must be exercised to ensure that what appears on the printed page accurately reflects the wishes of the parties and provides sufficient safeguards for your client should an issue arise. This four-part series covers the common characteristics of many contracts and issues to consider when drafting your agreement to help you ensure that what appears in the written document reflects your client's needs should something go wrong.

The Foundation of Contract Drafting: The Devil Is in the Details

September 26, 2017 @ 1 PM (ET)

Experienced attorneys know that a well-drafted contract can serve to define the parties' relationship in an agreement in order to avoid conflicts down the road and as the vehicle for conflict resolution when things go south. Ambiguities, omissions and inconsistencies can doom the relationship and complicate any subsequent conflicts. Please join us as we discuss the core principles that should appear in any well-drafted contract to help ensure that the parties' relationship on paper is well-defined and includes the proper safeguards to protect your client's interests.

Tattoos, Piercings, Uniforms, and Other Dress Code Issues: Drafting and Enforcing Your Policy

September 28, 2017 @ 1 PM (ET)

A dress code policy is important for any employer, but what is permissible to include in such a policy and what is not? What are absolute must-haves in the policy? How do you avoid legal issues when addressing topics such as religious dress? Can an employer do anything about an employee's tattoos or piercings? What are your options if an employee fails to comply with the policy? Employers can make major mistakes when drafting and enforcing these policies that can end up leading to huge liability for your organization, so it is essential that you craft and follow a sound policy that meets organizational needs and minimizes legal risk. Please join us as we discuss these issues to help ensure that your dress code policy will have all the essentials it requires for legal compliance.

OCTOBER WEBINARS NOW AVAILABLE!

Understanding Financial Statements for Lawyers

October 3, 2017 @ 1 PM (ET)

This webinar provides a helpful and detailed look at what lawyers need to know about financial statements--an understanding that will permit the lawyer to ask better questions and spot issues. Participants will also understand how the balance sheet, statement of cash flows and income statement interact.

Cyber Liability Insurance in the Digital Age: Do You Have It?

October 4, 2017 @ 1 PM (ET)

Companies place incredible value on the data that they amass, buy, and sell. and it seems every day there is news of data breaches and the loss of valuable data to theft, hackers, and cyber terrorism. Unfortunately, a large percentage of companies neither have the resources nor knowledge to manage this growing exposure. In addition to sound risk management, an insurance program is vital to pay for a financial loss. This webinar provides a detailed discussion of cyber security, the rising cost of data breaches, and the insurance products that are available to address these exposures. We also examine the benefits of cyber liability insurance, including its underwriting process and services offered to policyholders.

Leave Law Quandary: When to Apply the ADA, FMLA and Workers' Compensation

October 5, 2017 @ 1 PM (ET)

Nothing can trip HR professionals up as much as the Bermuda triangle of leave laws, which include the Americans with Disabilities Act, the Family Medical Leave Act, and Worker's Compensation. Not only are these laws complicated and legalistic, but also they are difficult to apply correctly. What is a "Serious Health Condition" under the FMLA? Who is a "qualified individual with a disability"? When is a worker entitled to worker's compensation and how does it work when an employee is out on FMLA? What is a reasonable accommodation under the ADA? How does light duty fit into all of this? Please join us as we provide the answers to these and many more questions to help you steer clear of the problems that this Bermuda triangle of leave laws can create.

Understanding the Financials in the Deal Making and Negotiations Process: Accounting, Ethics and the Lawyer

October 17, 2017 @ 1 PM (ET)

Having a good understanding of your organization's financial position and a working accounting knowledge will benefit you in the negotiation process for M&A and all other contracts. Whether companies are looking to merge, acquire a new entity, enter a business relationship, or invest, the financial data is critical to assess the relative health and prospects of the parties involved. Please join us for a webinar that reviews transaction language examples and walks you through some ethical situations that have arisen over time in the deal making process.

How to Conduct an HR Audit: Ensuring Full Compliance with Employment Laws and Regulations

October 24, 2017 @ 1 PM (ET)

Your company's ability to effectively comply with federal and state employment laws and regulations depends on a number of factors including: employee training; current, clear and comprehensive employment policies and procedures; and your decision makers' understanding of (and ability to navigate within) the applicable legal and regulatory landscape. One of the best ways to ensure ongoing HR compliance is to periodically conduct an HR

audit. Learn how to conduct an HR Audit that will not only leave you with a better understanding of the applicable laws and regulations, but also with a practical plan for ensuring the various federal and state legal requirements are addressed in your HR policies, forms and other documentation, and by management on a day-to-day basis.

A CRITICAL SERIES!

Nuts and Bolts for the In-House Counsel: Six-Session Series on the Key Subjects Your Client Needs Your Expert Advice

Six Session: October 24, 2017 @ 1 PM (ET), October 31, 2017 @ 1 PM (ET), November 8, 2017 @ 1 PM (ET), November 29, 2017 @ 1 PM (ET), December 6, 2017 @ 1 PM (ET) & December 13, 2017 @ 1 PM (ET)

This series will explore six major areas that in-house counsel should consider to have a better understanding of the wide range of needs and critical concerns of their corporate clients: 1) inventory and assessment of governing documents; 2) key employment and labor issues; 3) vendor management and contract negotiations; 4) raising capital and other funding; 5) protecting and defending intellectual property; and, 6) corporate governance and working with the board of directors. By understanding these areas, lawyers joining or currently working in legal departments of any size will be better prepared to counsel their corporate clients on these critical areas of focus.

Governing Documents for Your Organization: Charting the Corporate Roadmap

October 24, 2017 @ 1 PM (ET)

An entity's governing documents are the legal foundation for how it is organized and operates. Accuracy is key, both to comply with the law and ensure effective operations. A sound set of governing documents can help minimize disagreements between stakeholders, provide guidance to the organization, and specifically outline legal and organizational requirements that must be followed. This webinar reviews the different types of corporate governing documents and other information to help you better understand your client and help ensure it operates in a manner consistent with its legal and organizational mandates.

Telecommuting Employee Regulatory Requirements: Step-by-Step Employer Review

October 25, 2017 @ 1 PM (ET)

It's estimated that nearly two-thirds of employers offer some form of work-at-home employment arrangement for their employees. Yahoo, however, appears to be bucking the trend with its recent announcement that it will no longer encourage telecommuting for its workforce. Regardless of your employer's position, many employers fail to pay enough attention to the regulatory requirements and the related risks and potential liabilities that go along with at-home employee work arrangements. Please join us for step-by-step guidance on how to avoid the legal pitfalls associated with your telecommuting workforce.

See a full list of upcoming webinars.

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