



## RESEARCH METHODOLOGY SUMMARY

### PART I: IMPORTANT DATES AND CONTACT PERSONS

9 FEBRUARY 2018	<b>Opening of submissions</b>
9 MARCH 2018	<b>Deadline for submissions</b> (Please submit completed forms to <a href="mailto:mary.aquino@thomsonreuters.com">mary.aquino@thomsonreuters.com</a> .)
MID-APRIL 2018	Announcement of finalists
10 MAY 2018	Awards ceremony

#### AWARDS INQUIRIES

Contact Caryl Aquino at [mary.aquino@thomsonreuters.com](mailto:mary.aquino@thomsonreuters.com) or +632 9825 938.

#### SPONSORSHIP INQUIRIES

Contact Amantha Chia at [amantha.chia@thomsonreuters.com](mailto:amantha.chia@thomsonreuters.com) or +65 6870 3917.

### PART II: GENERAL GUIDELINES

- A. All submissions, whether by self-recommendation or nomination, must be written in the ALB submission form. Otherwise, the same will not be accepted.
- B. The coverage period for the entries is 1 January - 31 December 2017.
- C. The contact persons provided in the submission form will be contacted by ALB, as may be necessary.
- D. No more than three hyperlinks may be incorporated in the submission form to support any information expressly stated therein.
- E. All categories require the submission of three entries, unless otherwise provided below or in the submission form.
- F. For frequently asked questions about the awards, please visit the [FAQ page](#).

### Part III: DEFINITION OF TERMS

- A. **Breadth:** the degree to which a work involved numerous jurisdictions, legal practice areas, parties and industries
- B. **Complexity:** the degree to which a work and any issues involved require the crucial exercise of legal expertise, business acumen or innovative solutions
- C. **Domestic law firm:** that which is headquartered in SE Asia
- D. **Firm size:** total number of lawyers in a law firm, excluding of counsel, special counsel and the like

For international law firms, it refers to those who are based in SE Asia.

- E. **Impact or significance:** the degree to which clients and other stakeholders, the bench and bar, an industry or the SE Asian region may be affected
- F. **Innovativeness:** the degree to which a work involves the application of a new concept or creative solution, process, service, program or the like to existing systems and processes, thus improving organisational capabilities and adding more value to output
- G. **International law firm:** that which is headquartered outside SE Asia
- H. **SE Asian element:** any of the following component of work: (a) one of the counsel representing a party is based in SE Asia; (b) one of the parties in interest is based in SE Asia; (c) any contract indispensable to the completion of work was executed in SE Asia; or (d) the subject matter of the transaction is closely connected to the region
- I. **Work:** a transaction, case or matter, service, program, initiative or the like

### Part IV: CATEGORIES

#### A. DEAL CATEGORIES

1. Debt Market Deal of the Year (Midsize)
2. Debt Market Deal of the Year (Premium)
3. Equity Market Deal of the Year (Midsize)
4. Equity Market Deal of the Year (Premium)
5. Islamic Finance Deal of the Year
6. M&A Deal of the Year (Midsize)
7. M&A Deal of the Year (Premium)
8. Project Finance Deal of the Year

#### Specific Guidelines

- a. **Announcement/completion of deals:** Only deals that have been announced or completed between 1 January and 31 December 2017 are eligible for submission. Deals that have been announced but are pending completion during this period may be

submitted but will no longer be eligible for submission next year or when the same shall have been completed.

b. **Deal size:** The following deal size requirements should be complied with:

1. **Debt Market/M&A Deal of the Year (Midsize):** Deal≥USD300 million< USD1 billion;
2. **Debt Market/M&A Deal of the Year (Premium):** Deal≥USD1 billion;
3. **Equity Market Deal of the Year (Midsize):** Deal≥USD200 million<USD700 million;
4. **Equity Market Deal of the Year (Premium):** Deal≥USD700 million;
5. **Islamic Finance Deal of the Year:** Deal≥USD300 million; and
6. **Project Finance Deal of the Year:** Deal≥USD500 million.

c. **Midsize and Premium categories:** An organisation may submit a total of three deals for each of the debt, equity and M&A categories, provided that no more than two deals are submitted for either Midsize or Premium category.

d. **Islamic Finance/Project Finance Deal:** An organisation may submit no more than two deals for each category.

e. **SE Asian element:** The submission of deals with significant SE Asian element is strongly encouraged.

#### Criteria

The judges will take into account the following factors: breadth, complexity, innovativeness and impact or significance of deals.

## B. INDIVIDUAL CATEGORIES

1. Dealmaker of the Year
2. Dispute Resolution Lawyer of the Year
3. In-House Lawyer of the Year
4. India Managing Partner of the Year
5. Regional Managing Partner of the Year
6. Singapore Managing Partner of the Year
7. Woman Lawyer of the Year
8. Young Lawyer of the Year

#### Specific Guidelines

a. **Number of nominees:** An organisation may put forward only one of its members for every category.

b. **Nomination:** A third-party submission for any category may only be considered when the nominee's team has not nominated anyone of its members for the same category.

c. **Residence:** A candidate must be a resident of the region.

- d. **Dispute resolution cases** - To be considered as entries, the cases must have been decided for the party represented by the candidate.
- e. **Dealmaker of the Year:** The deals submitted must show the candidate's expertise in deal making across various deal types.
- f. **Dispute Resolution Lawyer of the Year:** The key works must show the candidate's expertise in at least two modes of dispute resolution.
- g. **Regional Managing Partner of the Year:** Only managing partners of law firms headquartered in SE Asia ex-Singapore may be candidates for this category.
- h. **Singapore Managing Partner of the Year:** This is open to managing partners based in Singapore, whether from a local or international law firm. The winner for this category will automatically become a finalist for the Regional Managing Partner of the Year, provided he comes from a local law firm.
- i. **Woman Lawyer of the Year:** This is open all to woman lawyers, whether from a law firm or in-house team of a public or private entity.
- j. **Young Lawyer of the Year:** Only lawyers, whether from a law firm or in-house team, who are no more than 40 years of age as of 31 December 2017 are eligible for submission.

#### Criteria

The judges will take into account the following factors: the entrants or nominees' leadership, professional accomplishments (in terms of the breadth, complexity, innovativeness and significance) and social contribution.

### C. 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. Innovative In-House Team of the Year
4. Insurance In-House Team of the Year
5. Technology, Media and Telecommunications In-House Team of the Year
6. Transportation and Logistics In-House Team of the Year
7. Withers KhattarWong Award SE Asia In-House Team of the Year

#### Specific Guidelines

- a. **Physical office:** All in-house teams with physical office in SE Asia are qualified to join the contest.
- b. **Composition of in-house team:** To join the submissions for any in-house category, the team should consist of at least two in-house lawyers.
- c. **Dispute resolution cases** - To be considered as entries, the cases must have been decided for the party represented by the team.

- d. **Innovative In-House Team of the Year:** This is open to in-house teams that have applied a new concept or creative solution, process, service, program or the like to existing systems and processes, thus improving organisational capabilities and adding more value to output. An in-house team may submit a maximum of three innovative works for this category.
- e. **Withers KhattarWong Award SE Asia In-House Team of the Year:** This is open to all in-house teams regardless of industry. The works submitted must exhibit an exemplary spectrum of the in-house team's capabilities and achievements.

#### Criteria

The judges will take into account the following factors: the entrants or nominees' professional accomplishments (in terms of the breadth, complexity, innovativeness and impact or significance), innovation, development and social contribution.

#### D. FIRM CATEGORIES

1. Aviation Law Firm of the Year
2. Banking and Financial Services Law Firm of the Year
3. Construction Law Firm of the Year
4. Corporate Citizenship Law Firm of the Year
5. Dispute Resolution Boutique Law Firm of the Year
6. Energy and Resources Law Firm of the Year
7. India Deal Firm of the Year
8. India Dispute Resolution Law Firm of the Year
9. India Energy and Resources Law Firm of the Year
10. International Deal Firm of the Year
11. Labour and Employment Law Firm of the Year
12. Law in Order Award International Arbitration Law Firm of the Year
13. Maritime Law Firm of the Year
14. Matrimonial and Family Law Firm of the Year
15. Medical Law Firm of the Year
16. Real Estate Law Firm of the Year
17. Regional Intellectual Property Law Firm of the Year
18. Regional Litigation Law Firm of the Year
19. Restructuring and Insolvency Law Firm of the Year
20. Rising Law Firm of the Year
21. SE Asia Deal Firm of the Year
22. Singapore Intellectual Property Law Firm of the Year
23. Singapore Litigation Law Firm of the Year
24. Tax and Trusts Law Firm of the Year
25. Technology, Media and Telecommunications Law Firm of the Year
26. Thailand Law Firm of the Year
27. Transactional Boutique Law Firm of the Year
28. Vietnam Law Firm of the Year
29. SE Asia Law Firm of the Year

## Specific Guidelines

- a. **Physical office:** All law firms holding an office in SE Asia are qualified to submit for any of the categories, except those that are exclusively for law firms based in India, Singapore, Thailand and Vietnam.
- b. **Deals:** No minimum financial value is required of deals submitted in any firm category, except as may be provided in the two deal firm categories:
  - 1. **International Deal Firm of the Year:** Only international law firms that have completed at least five cross-border deals may join the submissions for this category. Each deal must have a size of at least USD200 million. The deals should show the expertise of the law firm across various deal types.
  - 2. **SE Asia Deal Firm of the Year:** Only law firms headquartered in SE Asia that have completed at least five cross-border deals may join this contest. Each deal must be at least USD200 million in size. The deals should show the expertise of the law firm across various deal types.
- c. **Dispute resolution cases:** To be considered as entries, the cases must have been decided for the party represented by the law firm submitting the same.
- d. **Boutique Law Firm of the Year (Transactional or Dispute Resolution):** This category is open to law firms that specialize in limited areas of legal practice with no more than 15 partners.
- e. **Construction Law Firm of the Year:** The entries that may be submitted for this category do not include works pertaining to any project or infrastructure in the energy sector.
- f. **Regional IP/Litigation Law Firm of the Year:** This is open to law firms headquartered in SE Asia ex-Singapore.
- g. **Singapore IP/Litigation Law Firm of the Year:** Only law firms based in Singapore may join the contest. The winners of both categories will automatically become finalists for the regional categories.
- h. **Rising Law Firm of the Year:** Only law firms that have no more than 10 partners and have been established in SE Asia not earlier than 2011 are eligible for submission.
- i. **SE Asia Law Firm of the Year:** This is open to all law firms holding an office in SE Asia. The category requires the submission of key works showing the firm's expertise in various areas of legal practice, the firm's initiatives for the engagement and development of its people, its CSR strategy and its most significant contribution to the legal community.

## Criteria

The judges will take into account the following factors: professional accomplishments (in terms of the breadth, complexity, innovativeness and impact or significance), innovation, development and social contribution.

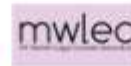
## **Part V. JUDGING PANEL**

The panel of judges will be composed of at least 30 reputable members from the legal academe, in-house teams, law firms, legal associations and non-profit organisations in the region. Each judge will evaluate only the categories assigned to him and with which he does not have any conflict of interest.

The judges will rank the nominees according to the above-mentioned parameters and only the top finalists will be included in the shortlist.

The finalist with the highest rank in every category wins the award.

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