

Infosys Legal Services Outsourcing Practice

In today's intensely aggressive legal environment, lawyers are under enormous pressure to come up with new ideas to address the problem of increasing workload and ever shrinking budgets. Coupled with a triple threat of budget caps, increase in legal fees and headcount restrictions, in-house legal departments of corporations are faced with new challenges. It's a tricky balance, to control outside spending by keeping the additional work in-house without hiring more attorneys while at the same time being faced with growing workload from compliance demands and corporate expansions. Fed in part by the problems faced by in-house legal departments of corporations, and in part by the growing skills and maturity of the industry, Legal services off-shoring has stepped up to support corporations in ways never thought possible earlier. For many struggling in-house legal departments, off-shoring of legal services has become the need of the hour to address their problems.

Infosys' Legal Services Outsourcing Practice offers a suite of services and solutions that have been specifically designed to address the challenges faced by in-house counsel and attorneys. Infosys supports them in executing and delivering their business and financial goals efficiently, through services that are delivered efficiently using processes that are structured, real-time and measurable.

Legal Services Offering

Delivers customized solutions to address the pain points experienced by the corporate legal departments, while managing and addressing the corporation's legal needs-recommending process efficiencies, ensuring compliances, and drafting, reviewing and managing assets like contracts, licenses and leases.

Enables the corporate legal departments to focus on core legal functions, spend more time engaged with the business and also play a more strategic role in alignment with the corporation's business. Helps to centralize and manage corporation's legal assets and compliance requirements to ensure focus, consistency, efficiency, easy access and cost savings.

Legal Services Outsourcing Services

Corporate Services

- Commercial contract drafting and review
- Contract risk assessment, Obligations identification and tracking, Revenue leakage reports
- Contract abstracting services
- Contract database management services
- Managing ongoing maintenance for assets like licenses, leases and contracts
- Performing corporate due diligence for mergers and acquisitions and equity investment

Litigation Support Services

- E-discovery : Reviewing and organizing documents for relevance, Materiality, Confidentiality and Privilege
- Objective Review: Objective or bibliographic review, Detailed indexing, Grouping of logical documents
- Legal Drafting and Abstracting: Deposition preparation and digesting, Preparation of legal briefs, Motions and memoranda, Abstracting of cases, Decisions, Testimony
- Legal Research: Conducting statutory and case law research using industry-standard databases & providing multi-jurisdictional surveys

Patent and other IPR Support

- Innovation evaluation, Patentability, Novelty and state-of-the art searches
- Patent drafting and prosecution, E-filing and docketing services, Patent illustrations, Patent translations and Patent proofreading
- Invalidation and infringement analysis, Claim mapping, Freedom-to-operate analysis, and Licensing support services

Information Management Services

- Legal Research: Conducting statutory and case law research using industry-standard databases & providing multi-jurisdictional surveys
- Legal Coding: Objective or bibliographic review, Detailed indexing, Grouping of logical documents
- Legislation Tracking: Monitors and tracks current federal and state legislation and regulation

Contract Management Services

Infosys has developed a state-of-the-art contract management platform offering – ICAP, which is a bundled mix of platform and contract management services. ICAP, as a platform offers in addition to other features, a secure web-based contract repository, data security and confidentiality, alerts and approval notifications, robust reporting, digitization and indexing of paper contracts bundled with legal services like contract drafting and review, contract abstracting, contract risk assessment, contract obligation tracking, to name a few.

Contract Drafting/Review Services

Creating contracts based on approved client templates	Review of third party redlines of client's form contracts	Review and Redline of third party forms	Drafting Partner
<ul style="list-style-type: none"> - Standardizing contract forms and templates across client's organization - Preparing contracts based on approved templates and managing the lifecycle of the contract until it is signed 	<ul style="list-style-type: none"> - Review of third party mark-ups of the client's standard form contracts. - Review is completed by accepting changes based on client's approved positions, and informing the client of changes that are not accepted 	<ul style="list-style-type: none"> - Review of third party forms and preparing mark-ups based on knowledge of client's risk profile and client-approved negotiating positions - This information is updated in a dynamic client manual (approved by the client) that is used by Infosys during its review 	<ul style="list-style-type: none"> - Drafting partner services for attorneys to assist them in their on-going contracts work, and handling all overflow drafting work - Infosys drafting partner services leverage both time and cost arbitrage to the maximum

Infosys also drafts contracts for its clients based on general/category precedents that are aligned with client preferences and risk profile.

Based on client requirements, Infosys also delivers the following types of mark-ups for contracts as well as memorandums:

<p>Light (Critical Clause Mark-up)</p>	<ul style="list-style-type: none"> • Review of the entire contract and "marking up" of critical and significant issues like warranty, indemnification, penalties, damages, limitation of liability and termination/cancellation etc • Replace existing clause language with client preferred language • Exclusion of incidental, consequential and special damages will be added, if not present
<p>Medium (Light + Comment)</p>	<ul style="list-style-type: none"> • Mark-up of critical and significant issues in the draft, and provide comments to highlight other issues in the agreement that affect client's interest • Comments will be provided in the document itself with a prefix like "Infosys Comments" to highlight the comment • For documents provided other than in word format, a memorandum will be provided in a separate document
<p>Comprehensive</p>	<ul style="list-style-type: none"> • Comprehensive mark-up of any and all issues that affect client's interest along with comments • For documents provided other than in word format, a memorandum will be provided in a separate document highlighting each clause that is marked up along with color-codes, citing a reason for the specific mark-up
<p>Analysis</p>	<ul style="list-style-type: none"> • Upon client request and for any of the above listed levels of review, Infosys will provide a detailed analysis of its suggested changes, detailing the contract deviations and the risk associated with non-standard clauses, along with suggested model language for each of those clauses

Global Presence

North America

Atlanta, Bellevue, Bridgewater, Charlotte, Detroit, Fremont, Houston, Lake Forest, Lisle, New York, Phoenix, Plano, Quincy, Reston, Toronto

Latin America

Mexico, Monterrey

Europe

Brno, Brussels, Copenhagen, Frankfurt, Geneva, Helsinki, London, Milano, Oslo, Paris, Lodz (Poland), Stockholm, Stuttgart, Utrecht, Zurich

Asia Pacific

Bangkok, Beijing, Hangzhou, Hong Kong, Manila, Mauritius, Melbourne, Shanghai, Sharjah, Sydney, Tokyo

India

Bangalore, Bhubaneswar, Chennai, Gurgaon, Hyderabad, Jaipur, Mangalore, Mohali, Mumbai, Mysore, New Delhi, Pune, Thiruvananthapuram

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About Infosys

Infosys Technologies Ltd. (NASDAQ: INFY) defines, designs and delivers IT-enabled business solutions that help Global 2000 companies win in a flat world. These solutions focus on providing strategic differentiation and operational superiority to clients. Infosys creates these solutions for its clients by leveraging its domain and business expertise along with a complete range of services.

With Infosys, clients are assured of a transparent business partner, world-class processes, speed of execution and the power to stretch their IT budget by leveraging the Global Delivery Model that Infosys pioneered.



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