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| **SUBMISSION FORM – INDONESIA LAW FIRM OF THE YEAR**  **Read the Research Methodology Summary before filling out the submission form.**  **Deadline for submissions** – **2 August 2024 (Friday)**  *Send the completed forms to* [albawards@thomsonreuters.com](mailto:albawards@thomsonreuters.com)  **For all other firm categories, please use Submission Form – Other Firm Categories.**  *Save this form using the format: ALBILA2024-Category-Organisation*  *Example: ALBILA2024-Indonesia Law Firm of the Year-ABC Law Firm*  **Please send the submission form in Word format and do not convert it to PDF.** |
| INDONESIA LAW FIRM OF THE YEAR |

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| **Law firm** |  |
| **A. BASIC INFORMATION** | |
| **Country of residence** (Confirm that the nominee is based in Indonesia.) |  |
| **Firm size** (Specify the number of lawyers and non-lawyers of nominee.) |  |
| **Joiner/s from June 2023 – July 2024** (Provide names and job titles.) |  |
| **Departures from June 2023 – July 2024** (Provide names and job titles.) |  |
| **B. KEY WORK HIGHLIGHTS** | |
| **KEY WORK NO. 1: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 2: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 3: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 4: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 5: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 6: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 7: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 8: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 9: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 10: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words) | |
| **C. INITIATIVES, PROJECTS & SOCIAL CONTRIBUTION** | |
| ***I. ORGANISATION:***   1. ***Please cite the firm’s*** ***diversity and inclusion strategy, if any, in making its people more representative, collaborative or respectful of differences. You may include demographics in terms of age, gender, sexual orientation and the like, whenever relevant.*** *(max. of 500 words)* 2. ***What were the initiatives taken by the firm to develop and manage its talent?*** *(max. of 500 words)*   ***II. PROFESSION: What would your firm consider to be its most significant contribution to the legal community?*** *(max. of 500 words)*  ***III. COMMUNITY: What are the distinct features and core activities of your corporate social responsibility (CSR) program, if any? Please cite the firm's most effective and inspiring CSR activity between 1 July 2023 to 30 June 2024.*** *(max. of 500 words)* | |
| **C. OTHER ACHIEVEMENTS OF NOMINEE** (max. of 500 words) | |
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| **OPTIONAL: IN-HOUSE TEAM NOMINATIONS** |
| *Any in-house teams you’d like to nominate?*  **In-house category:**  **Company:**  **General Counsel/Head of Legal:**  **Email & tel. no.:**  **Reason for nomination:** |