



Non-Profit General Counsel Meeting

Tuesday, October 6, 2015 @ 8:00 a.m.

**World Wildlife Fund
1250 24th St NW
Washington, DC 20037**

PRESENTERS:

Adam K. Grant
akgrant@polsinelli.com
(212) 803-9903

George E. Kostel
gkostel@polsinelli.com
(202) 626-8316

Adam K. Grant has participated in numerous internal investigations, representing both for-profit and charitable organizations. He has acted as counsel to such organizations, special committees appointed by them, as well as to individuals caught up in their own organizations' internal investigations.

George E. Kostel is an aggressive advocate with a mind for unraveling difficult client problems, both before and during litigation. He uses the breadth of his complex commercial litigation experience in trying cases in federal courts around the country. He has gained a wealth of both complex litigation and trial knowledge in his over 20 years of courtroom experience.

George counsels clients in all aspects of disputes and how to avoid them in the first place. He routinely conducts investigations and pre-trial case assessments which require evidence preservation, witness interviews, document and data retention, and selection and oversight of expert witnesses and technical support.

His national litigation practice has included defense of trademarks and copyrights, data breach litigation, remediation and reporting, including one of the largest health care breaches in U.S. history, employment and general corporate litigation. He has tried more than 20 cases to verdict or judgment, primarily in federal courts around the country.

The Basics Of Internal Investigations In Not-For-Profit Organizations

- Factors in Considering Whether To Conduct An Internal Investigation
- The Use Of Preliminary Investigations
- Upjohn* Warnings
- First Steps in Setting Up the Investigation
- Conducting And Concluding the Investigation
- Communicating With Stakeholders During and After the Investigation
- Proactive Steps You Can Take
- The Importance of Maintaining Credibility