



**Faster, Better, Smarter:
Hiring and Training at the Intersection of Law and Technology**
10:30 AM, Wednesday, April 10, at the San Diego Hilton

UNDERSTANDING THE NEW RULES OF INFORMATION

Every (junior) attorney, whether in a “technology” oriented practice or not, needs to be able to spot issues in the following areas to be able to then ask for expert input.

We recommend recruiters and PD professionals speak with their hiring and training attorneys as well as with IT directors and technology focused attorneys to develop training for current attorneys and interviewers. As schools assess their offerings, these New Rules can serve as a guide for students.

1. Know the basics of electronic information.

- Managing electronic files (understand metadata, redacting files, digital signing, etc.)
- Understand categories of data (personal, client, governmental, etc.)
- Handling and transferring data (secure transfer options, digital rights management, encryption, etc.)

2. Understand where data is located.

- Data at rest (local drives, shared drives, email, document management systems, etc.)
- Data in transit
- Cloud based applications and data

3. Learn how data is governed.

- Data privacy laws and guidelines (GDPR, HIPAA, state regulations, etc.)
- Jurisdictional requirements (export control laws, etc.)
- Regulatory requirements (Sarbanes Oxley, etc.)
- Federal Rules of Civil Procedure (FRCP)
- Breach disclosure

4. Know the basics of cybersecurity and how information is protected.

- Access controls (secured rights to information based on roles, function, and duration)
- Ethical responsibilities (advising clients, bar rules, ethics walls, etc.)
- Encryption
- Anonymization

With many thanks to Tricia Kelly, Director of Practice Support Services, and Rene Mendoza, Deputy CIO, at Latham & Watkins, for their efforts in creating The New Rules