

PRINT

CLOSE

Workplace Questionnaire

Date Completed/Updated/Reviewed:

02/10/2010

ORGANIZATION NAME AND ADDRESS**Organization:**

DOWNEY BRAND LLP

Address Line 1:

621 Capitol Mall

Address Line 2:

18th Floor

City:

Sacramento

State:

California

Zip:

95814

Telephone:

(916) 444-1000

This questionnaire reflects information for:

Multiple Offices

Office size (attys) completing questionnaire:

101 - 250

Questionnaire completed by:

Maureen D. Cooper

Title:

Recruiting Director

Website address:

www.downeybrand.com

DEFERRED ASSOCIATE INFORMATION (new for 2010)**Did you defer any start dates beyond December 2009 for the class of 2009?**

No

If yes, for how many associates?**If yes, was the deferral uniform or staggered?****If uniform, what was the approximate deferral length beyond the regular anticipated start date:****Did the firm provide stipends to deferred associates?****If so, please describe:****Did the firm provide any other benefits to deferred associates (ie, health or malpractice insurance)?****If so, please describe:****Did the firm offer a public interest deferral option?****If so, how many deferred associates participated?****Please describe program:****Comments:**

Do you anticipate deferred start dates beyond December 2010 for the class of 2010?

No

If so, for how many associates?

If so, will the deferral be uniform or staggered?

If uniform, what is the approximate anticipated deferral length beyond the regular anticipated start date?

ASSOCIATE TRAINING, DEVELOPMENT AND DIVERSITY

What are some of the types of training and professional development opportunities your organization offers?

- In-House training programs
- External firm-paid seminars
- Continuing Legal Education (CLE)
- Organized/formal mentor program
- Trial advocacy training
- Observation opportunities
- Practice group training
- Retreats

Other:

What roles do partners/senior attorneys play in the training of attorneys?

- Presenters
- Develop/design training programs
- Mentoring
- Supervise projects
- One-on-one training

Other:

Does your organization have a formal evaluation program in place?

Yes

Comment:

In April of each year, performance evaluations are given to any associate who was hired on or around Sept./Oct. of the previous year, whether that associate is a first-year associate, or simply an associate who is in his/her first year with the firm. In September of each year, all associates receive an annual review.

ASSOCIATE COMPENSATION AND BENEFITS

Associate base salary (excluding bonuses) is determined by:

A set lock-step system (same base salary for each class year)

If "Other", please specify:

If not strictly a set lock-step system, what criteria are used to determine associate base salaries (excluding bonuses)?

If "Other", please specify:

Has your organization offered annual bonuses to eligible associates in the past five years?

Yes

Comment:

What factors are used to determine the amount of an associate's bonus:

- Hours billed
- Quality of work
- Pro Bono hours
- Business development
- Overall contribution (e.g. recr. activ., firm committees)

If "Other", please specify:

Are same sex domestic partners afforded the same benefits as spouses of attorneys?

Yes

If not, what (if any) benefits are provided to same sex domestic partners?

Are opposite sex domestic partners afforded the same benefits as spouses of attorneys?

Yes

If not, what (if any) benefits are provided to opposite sex domestic partners?

PARENTAL LEAVE/FAMILY CARE: benefits offered in addition to those provided by the FMLA

Does your organization have a written parental leave or family care policy?

Yes

If your answer is yes, please answer the next 7 questions. Comment:

Full-time employee continuously employed for a period of no less than 12 months is eligible to receive 4 weeks (20 days) paid parental leave following the birth or placement of a child with the attorney for adoption or foster care. The firm also offers Pregnancy Disability Leave (PDL) of up to 16 weeks for attorneys disabled due to pregnancy, childbirth, or related medical condition. PDL leave runs concurrently with FMLA leave and consecutively with CFRA leave.

How many weeks of paid parental leave do Female attorneys receive?

4 weeks (see above Comment)

How many weeks of paid parental leave do Male attorneys receive?

4 weeks (see above Comment)

Have one or more attorneys made use of your parental leave policy in the last 12 months?

Yes

Are attorneys currently utilizing this benefit?

Yes

Does your parental leave or family care policy include adoptions?

Yes

Comment:

Does your parental leave or family care policy cover children/dependents of same sex domestic partners?

Yes

Does your parental leave or family care policy cover children/dependents of opposite sex domestic partners?

Yes

Comment:

ALTERNATIVE WORK OPTIONS

Does your organization have a written alternative work option policy (e.g., part-time, flex-time)?

Yes

Comment:

Part-time Policy

Does your organization allow Job Sharing (two or more persons sharing one position)?

No

How many associates are currently participating in a job sharing arrangement?

N/A

How many partners are currently participating in a job sharing arrangement?

N/A

Does your organization allow Flex-Time (working a full-time schedule with flexible hours)?

No

How many associates are currently working under a flex-time arrangement?

N/A

How many partners are currently working under a flex-time arrangement?

N/A

Does your organization allow Telecommuting (working remotely one or more days per week)?

No

How many associates are currently working under a telecommuting arrangement?

N/A

How many partners are currently working under a telecommuting arrangement?

N/A

If applicable, please describe any other scheduling arrangement:

We have eight attorneys (partners/counsel/associates) currently working under a part-time schedule.

Is there a minimum percentage of full-time hours that a part-time attorney must work?

Yes

If "Yes", what is the minimum?

60% to 80%

Comment:**Are attorneys who work part-time and exceed their agreed upon part-time hours compensated in some manner for the additional hours?**

Case-by-Case

If so, how are they compensated?

Bonus consideration

Other

If "Other", please specify:

On a pro rata basis for additional hours billed, up to a stated maximum compensation.

Comment:**Are attorneys who work "Job Sharing" schedules given bonus consideration?****Are attorneys who work "Flex-Time" schedules given bonus consideration?****Are attorneys who work "Telecommuting" schedules given bonus consideration?****Are attorneys who work "Part-time" schedules given bonus consideration?**

Yes

If other, please specify:**Comment:****In the past five years, have attorneys made partner who have worked or are currently working alternative schedules with your organization?**

Yes

Comment:**ADDITIONAL INFORMATION**

Please provide any additional information your organization may like to share about policies, benefits, work / life initiatives, and other programs that are not described on the NALP Form or this Workplace Questionnaire.

[PRINT](#)[CLOSE](#)