

## **Benchmark Litigation Asia 2025 Webinar Q&A Follow Up**

### **Interviews**

**Q: How many interviews can a firm schedule? Is it one interview per firm or multiple interviews for respective practice areas?**

A: Firms are allotted one interview per firm. This interview will cover multiple practice areas, so all participating partners must be on this one call (or at least during the portion they cover their respective areas).

**Q: Does the firm need to contact you for an interview? Or will you contact the firm?**

A: We (researchers) will send out invitations to target firms, but you are always welcome to contact us to request an interview if you have not heard from us. If you contact us early, there is a high possibility that we can accommodate and will do our best to schedule a call.

**Q: How soon can we schedule the interview with the researchers? Is there a way we can see the researchers' availability rather than several email correspondences to find a suitable date?**

A: You may request an interview now, please contact the relevant researcher. Unfortunately, we are not utilising any scheduling software due to the variables in our schedules that are difficult to foresee at this stage.

**Q: Will the interviews be carried out before or after the firm has submitted their forms through the online portal?**

A: Interviews will begin at the end of September. As the call will not cover material in the submission (eg. we will not need case specifics), we can start the calls prior to the submission due date.

**Q: Do interviews with the research analysts give you a higher chance of being ranked?**

A: No. The primary purpose of the interview is to gather market feedback and discuss market trends. While we do hear about key updates from a firm/practice, these should already be covered in the submission. The research team spends ample time reading through and assessing the submission forms, and this is the basis of rankings decisions, along with peer and client feedback.

**Q: How can i request a research interview for my law firm?**

A: Please simply email us and we will respond accordingly.

### **Clients**

**Q: If my client has not received the research email, how should we contact you? Will you definitely reply and resend the research email?**

A: Please email us if clients have not been able to receive our initial survey email. We will arrange for a re-send in weekly batches if time allows. We do urge you to remind your clients to check all spam folders.

**Q: Would a firm get disqualified if no client referee list is submitted?**

A: No. A client referee submission is not mandatory. The feedback collected is used to support the main submission. Many firms and lawyers are ranked each year without client feedback.

**Q: is there a data privacy statement that we can share with prospective referees before we share their contact details?**

A: Yes, we are working on updating the policy and will share here once it's ready. Please check back in the coming weeks.

**Q: Do we need to submit different referee forms for different award categories?**

A: No, we only need one referee form per law firm. The feedback used will apply to the rankings and the awards assessments.

**Q: Do you mean that the individuals can be ranked even if they don't submit the client referees?**

A: Yes, client feedback submission is not mandatory. Many firms and individuals are ranked without client feedback and/or referee submissions.

**Q: Some of our clients are from China and prefer to speak to someone who has Chinese speaking capabilities. Would Benchmark APAC be able to accommodate that and if so, would you consider a column within the client referees list where we can indicate our preferences?**

A: We cannot amend the client survey for the current cycle, but the feedback is duly noted. All clients will be given the option to contact the researcher for other language/method options. Please encourage your clients to reach out directly to the relevant researcher with their requests.

**Q: How are client referees who did not revert for any given reason treated?**

A: If clients do not respond to our survey, we do not do anything to follow up. We respect that clients may not want to participate and will not proceed any further. Their details are kept confidential and we do not use them for anything going forward.

**Q: When referees are submitted for both Benchmark Asia-Pacific and Benchmark China, will they be contacted once or twice?**

A: As the research processes for Benchmark Asia-Pacific and Benchmark China are separate, the client lists will be treated as distinct from each other. If you submit the same clients for Asia and China, then they will be contacted twice- once for each jurisdiction (we will highlight which jurisdiction they are being contacted for in the email). We strongly recommend that you do not repeat referees unless they are willing to comment on both jurisdictions and lawyers/teams.

## **Awards**

**Q: If we do not put the cases under the work highlights, will they be nominated for an award?**

A: If you wish for your cases to be nominated and evaluated for the awards, you must include the information in the blue awards nominations work highlights section of the submission form. If you do not put your cases down in this section, we will not consider them for the awards.

**Q: Is there a separate form for the Top 100 Women in Litigation list?**

A: No separate submission form is required for Top 100 Women in Litigation Asia. There is nothing extra we require for this.

**Q: Who will review and make the final decision of the awards? Will any third party join the review?**

A: The Benchmark editorial team and the global research heads will assess and make the final awards decisions. No third parties are involved.

**Q: Is there separate submission for the Top 40 under 40?**

A: There is no separate submission for Top 40 under 40. Simply fill out the Top 40 under 40 nomination fields in the original submission form.

**Q: Will the same cases be used to evaluate firm and individual categories awards?**

A: Yes. For the awards, the submitted case highlights (in the awards nomination section) are used to assess both the firm and individual awards.

**Q: Do we need to submit different forms for different individual award categories?**

A: No, simply complete the awards nomination cases section in blue. Individual winners are assessed based on the nominated cases.

**Q: If we have nominated three cases in the Awards section, do we have to include them again in the work highlights section as well?**

A: No. We treat your most important cases as those in the awards nomination section and will review those first. There is no need to repeat the awards case information in the 20 work highlights afterwards. So in actuality, you may submit up to 23 cases in total per practice area.

### **Work types**

**Q: Would an office action by the Trademark Registry be deemed to fall under "dispute resolution"?**

A: Yes. If it is a contentious matter dealt with by your IP team, the work will be considered by us.

**Q: What kind of matters are included under "Government and regulatory"?**

A: These matters include but are not limited to: any contentious matters acting against or for the government/governmental organisations (eg. defending against enforcement actions), constitutional challenges and litigation brought under regulatory statutes.

**Q: What kind of matters are included in "Commercial and transactions"?**

A: General commercial and corporate disputes. Also, if there are disputes you wish to submit that don't fall under any other practice areas covered in your jurisdiction, you may file these under "Commercial and transactions".

**Q: Can we include insolvency matters that don't involve court proceedings?**

A: As we are a guide focused on dispute resolution, there needs to be contentious component to work submitted and assessed. We would not accept matters such as voluntary liquidations that are completed out-of-court.

### **Completing the form**

**Q: Will you provide feedback on our submission, particularly if there are issues such as lack of information or wrong template usage?**

A: Unless there is a very conspicuous error or possible technical glitch (eg. all submissions uploaded are blank), we will not reach out to provide specific feedback on your submission. Therefore, it is imperative that you ensure your submissions are completed accurately and with comprehensive information. If you submit in a different template, it is your responsibility to ensure the key information we are asking for is covered and that you have submitted your awards cases in the Benchmark Litigation form. You may reach out to us for light feedback, however we cannot guarantee any follow-up.

**Q: Does the new "Referral work" section affect firm and/or individual rankings? What will you do with the information provided?**

A: In the “Referral work” section, we are asking you to identify three key practitioners from your team that refer work to other law firms or manage the firm’s referral work relationships. Please note this does not have any bearing on the rankings evaluations. It is not mandatory to fill out this section. We plan on sending the practitioners you list a referral market survey to their emails, with the hopes that insights gathered could help our editorial team craft a feature article about the topic of the referral market. Filling out this referral market survey is also not mandatory and will have no effect on the rankings assessments.

**Q: If a case/matter falls under multiple practice area categories e.g. Construction, and Commercial and transactions, do you duplicate this case in both the Construction form and the Commercial and transactions form?**

A: Please try to identify the core area of the case and file it within one relevant submission form if possible. Although, if you have enough quota to allow for repetition, please go ahead and fill out the same case in both forms (note down both practice areas in the “practice area” field). If you have any doubts on categorising your cases, please contact your researcher for further guidance.

**Q: There is only one form available on the website, is there any other for other submissions like individual, etc?**

A: We have only one submission form to assess firm’s practices and individuals. You may submit supplementary materials to support an individual’s rating, if you wish, but it is not mandatory.

**Q: Since the nature of litigation cases takes a long period of time, will it hurt our ranking if the majority of the deals are ones that we have previously submitted (but are still ongoing)?**

A: It may not hurt your ranking, but it will not help. Assuming your practice has been active within the past 12 months, we hope that at least half of the highlights submitted be new ones. Also please remember to submit updates about the ongoing, previously-submitted cases so we can assess based on the new information.

**Q: If we want to submit for multiple practice areas, do we have to submit separate forms for all the dispute resolution practice areas?**

A: Yes, due to the submission tool procedure, the submissions must be made by separate practice area forms. If there is an issue with this, please contact your relevant researcher.

**Q: Does it make any impact on our ranking if we submit ASAP before the deadline??**

A: No. The submissions are retrieved after the submission deadline, so it does not matter if you have made an early submission. It is always better to be earlier than later, as we do not guarantee we will review late submissions.

**Q: Do we have to submit the application through the website and email? Or are submissions through the online accreditation tool itself sufficient?**

A: Submissions should be made via the accreditation submission portal. That is sufficient. We do not accept submissions through email due to our GDPR policy. However, in rare circumstances, if a firm is having trouble accessing the portal for whatever reason, they may email the researchers the submissions to demonstrate they are completed. However, these forms are still required to be uploaded to the accreditation portal once the technical issue is resolved.

**Q: Can you briefly go over the points to be discussed under practice overview?**

A: Generally we want to know the “basics” of the practice such as areas of coverage, key partners, number of fee earners, offices, specialties, etc. We also want key updates in the past 12 months such as new hires, expansions, client wins, new verticals or focuses, etc.

**Q: For firms that have large dispute resolution practices with many partners, it's quite tough to identify 20 top matters. Will the additional highlights form be given equal importance during the ranking?**

A: As we do not require case specifics on the additional highlights form, unfortunately these matters would merely be in support of the scope and volume of the practice. They will not have the same status as the 20 highlights included on the main submission form. We recommend firms curate and include only the most significant matters to represent the practice.

**Q: For India, do different research forms need to be submitted for every location - Bangalore, New Delhi and Mumbai?**

A: No. Indian firms need only submit one research form per practice area, same as in previous years. The only extra they must complete is writing in all their office locations in the “City” field at the top of the form. For example, if a firm has offices in multiple cities, please write in: “Bengaluru, Chennai, Hyderabad, Kolkata, Mumbai, New Delhi” or “Mumbai and New Delhi”, etc.

### **General**

**Q: Any advice for firms that wish to rank/level up their rankings?**

A: Do your best to provide to us a full picture of the practice in the submission forms, including your top highlights and key updates. Put forth client referees who will provide feedback. Also, if you are interviewed, ensure the partners on the call can share market feedback and succinctly describe the practice's recent achievements. The more information we have about a practice, the better. If you feel the submission form is not enough, please feel free to submit supplementary materials and/or website links to showcase the firm's work.

**Q: Is the practice area submission form used to assess the law firm rankings, while the lawyer survey will be used to judge a practitioner for his/her ranking?**

A: No, the submission form is used to assess both the law firm and the practitioners for the rankings. The lawyer survey details can support an individual's nomination request or ranking maintenance. It is possible (and happens frequently) where a lawyer achieves a ranking without filling out the lawyer survey or providing a submission. In these cases, their standing will have been established by market feedback and peer review.

**Q: If an already ranked lawyer fails to provide any cases this year, will they drop out of the ranking?**

A: No, the litigation/future star rankings are meant to be an acknowledgement of a practitioner's status in the market and that should not change year on year. Once a lawyer is ranked, he/she will likely not be removed unless their professional circumstances change that are not connected to our research (eg. they move to another jurisdiction we don't cover, they pass away, they move into an in-house or independent counsel/barrister role, etc.). However, some lawyers are removed each year due to lack of market feedback over a multi-year time span.

**Q: Does every firm that submits receive some sort of feature or recognition?**

A: A basic editorial will be written for every firm that participates, though a ranking is not guaranteed.

**Q: Is the Lawyer survey form compulsory?**

A: No, but we do encourage disputes practitioners to complete it to make their views known.

**Q: What is the likelihood for a firm submitting for the first time to be ranked?**

A: While a ranking is not guaranteed, if a first-time submitting firm can demonstrate an active practice with notable matters and experienced, qualified partners, we will endeavour to feature it in at least one category.

**Q: Which would weigh more in the submissions - matter value or matter impact?**

A: Matter impact. While value is taken into consideration, we are aware that a matter's value may not equate to its complexity, innovation and impact. We prioritise the latter three elements over case/deal size.