

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
OFFICE OF THE GENERAL COUNSEL



FILE

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January 22, 2008

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VICE PRESIDENT AND GENERAL COUNSEL

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CHIEF CAMPUS COUNSEL
[Recipient List Attached]

Re: Delegation No. 2008-02: Authority to Approve Outside Counsel Bills

Under Regents' Bylaw 21.2, the General Counsel shall, subject to the direction of the President of the University, oversee the provision of all legal services to the University. This includes the provision of legal services by outside counsel, including the retention and cost of those legal services.

You are hereby delegated authority to approve the payment of bills for services from outside counsel working on non-court-litigated matters for your campus, when the amount of the invoice does not exceed \$50,000. If you are not personally familiar with the work done by outside counsel, you should contact the campus client and/or the Oakland-based attorney involved in the matter to ascertain that the work was done satisfactorily. You should also affirm that the bills are in accord with the retention letter (e.g., the billing rate and the scope of the work are consistent). Once approved, the bills should be processed through the regular campus accounting mechanism.

OGC-Oakland will be tracking outside counsel costs, so please be prepared to provide that information when requested.

Sincerely,

Charles F. Robinson
Vice President and General Counsel