



KPI ENCYCLOPEDIA

A Comprehensive Collection of KPI Definitions for

LEGAL



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Legal KPI Encyclopedia

Legal Metric Definitions

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Legal

Legal

Legal

Corporate Governance*

Government Affairs*

Intellectual Property

Legal Administrative Support

Litigation Management

Mergers & Acquisitions*

The Corporate Legal Department (internal) oversees a firm's litigation and compliance with internal and external regulations and laws. In some cases, an internal Corporate Legal Group may also handle intellectual property issues (trademarks, copyrights, patents), risk management, and/or corporate governance. Certain legal functions may be outsourced to an external law firm.

** This section is not included in this document.*

Cost

- **Outside Counsel Fees as a Percentage of Total Legal Expense** – The dollar amount spent on outside legal counsel divided by the total legal expense incurred by the company over the same period of time, as a percentage.
- **Composite Risk Index** – The cost of the impact of a risk event (1-5 scale) multiplied by the probability of the occurrence of that event (1-5 scale).
- **Total Legal Department Expense as a Percentage of Total Revenue** – The total Legal Department expense divided by the total revenue generated by the company over the same period of time, as a percentage.
- **Total Expense: Legal Department** – The total expense incurred by the Legal Department over a given period of time.
- **Legal Department Expense as a Percentage of Total Expense** – The total expense incurred by the Legal Department divided by the total, company-wide expense over the same time period, as a percentage.
- **Legal Expense per Attorney** – The total expense incurred by the Legal Department over a certain period of time divided by the number of attorneys working for the company.

Organizational

- **Attorneys per Legal Administrative Employee** – The number of attorneys divided by the number of Legal Administrative employees (paralegal, assistant, document control specialist, etc.) working for the company at the same point in time
- **Legal Department Headcount Ratio** – The number of company-wide employees divided by the total number of Legal Department employees working for the company at the same point in time.
- **Total Employees: Attorneys** – The total number of attorneys working for the company at a certain point in time.
- **Total Employees: Legal Department** – The total number of Legal Department employees (includes both attorneys and legal administrative and support staff) working for the company at a certain point in time.
- **Span of Control: Legal Department** – The average number of Legal Department employees reporting to each Legal Department manager.

Organizational (Cont.)

- **Management Levels: Legal Department** – The total number of management levels, or layers, in the Legal Department.
- **Organizational Structure: Legal Department** – A yes/no metric indicating whether the Legal Department is centralized (all employees in a single location) or decentralized.

Quality

- **Frequency of Outside Counsel Evaluations** – The average number of days between the evaluation of retained outside counsel for work quality, value, customer service, etc. by internal company counsel and compliance staff.

Intellectual Property

Legal

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Corporate Governance*

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Intellectual Property

The Intellectual Property Group reports

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