

DRAFT Pro Bono Reporting Template

This is a standard template issued by the Office of Legal Services Coordination in accordance with paragraph 6 of Appendix F to the *Legal Services Directions 2005*.

External legal services providers performing relevant Commonwealth legal work must report to OLSC using this template within 30 days after the end of each financial year.

NOTE:

- Individual responses received from legal services providers will be treated by OLSC as commercial-in-confidence. OLSC reserves the right to use the information provided by legal services providers to publish aggregate outcomes.
- The term 'relevant Commonwealth legal work' has the same meaning as set out in the template Request for Tender at Attachment 8.

1. At the end of the financial year, was the legal services provider a signatory to the National Pro Bono Resource Centre's Aspirational Target?	YES/NO	
2. If the answer to question 1 is 'yes', did the provider meet the target?	YES/NO	
3. List the name of all agencies for whom the legal services provider performs relevant Commonwealth legal work. AND List, if any, the Aspirational target for pro bono work to be undertaken on an annual basis nominated by the legal services provider under each completed tender (expressed as a percentage of the legal services provider's billable income from relevant Commonwealth legal work)		%
4. (a) What was the total value of relevant Commonwealth legal work undertaken by the legal services provider?		\$0
(b) What was the notional value of the pro bono work undertaken by the legal services provider?		\$0
(c) What was the notional value of the pro bono work undertaken by the legal services provider, expressed as a percentage of the firm's billable income from relevant Commonwealth legal work?		%
5. How many hours per lawyer (averaged across the number of full-time equivalent lawyers in the firm) of pro bono legal work did the provider's lawyers undertake in the past financial year?		
6. What was the nature of the pro bono work the provider undertook in the financial year? (please describe)		