

# FIVE STEPS of PREVENTIVE LAW



KEEFER®

## 1: Contract Negotiation & Development

- Develop a centralized and proactive contracting process
- Understand and negotiate unreasonable contractual obligations
- Identify and respond to potential business continuity issues

## 2: Insurance, Claims & Litigation Management

- Align your insurance program with appropriate risk transfer
- Clarify vague/ambiguous policy language up front
- Develop a process for reporting and managing claims and lawsuits

## 3: Due Diligence

- Proactively investigate business and real estate acquisition targets
- Evaluate uncovered risks and follow-up as necessary
- Perform self-assessments through "business physicals"

## 4: Compliance Policies & Training

- Understand the laws and regulations specific to your business
- Develop written compliance policies and provide meaningful training
- Establish an enterprise-wide culture of compliance

## 5: Business Governance

- Follow the legal formalities for your particular business entity
- Incorporate buy-sell agreements for multi-owner companies
- Involve a qualified accounting partner on proactive strategies

Help your business proactively reduce risk exposure and navigate disruption.

KEEFER is your Ounce of Prevention.