Overview of the SALI
Legal Matter Specification Standard (LMSS) 1.0

February 4, 2020
Agenda

• LMSS Overview
• The SALI Alliance
• LMSS 1.0 detail
• Implementing LMSS 1.0
• Next steps
LMSS Overview
The **Legal Matter Specification Standard (LMSS)** provides a **common vocabulary** across legal operations for legal matters to improve our processes and efficiency.
Different uses of the data must identify matters consistently in buying, selling and delivering legal services

- **Buying**: What experience does your law firm/department have in providing these services?
- **Matter Staffing**: Which attorneys and staff have the expertise we need?
- **Pricing**: What are the budgets and potential pricing options/costs for the requested services?
LMSS Mission: building “UPCs” for legal services
LMSS Mission: building “UPCs” for legal services

Labor & Employment Wage & Hour Class Action

**Player 1**
- **Role:** PLTF Plaintiff
- **Legal Entity:** GROUP-CLASS
- **Class of Plaintiffs:**

**Player 2**
- **Role:** DEFT Defendant
- **Legal Entity:** ENTITY-CORP
- **Corporation Industry:** TEC-COMP
- **Computers & High Technology**

**LEMP-WGHR**
- **Area of Law/Practice:** Labor & Employment Law, Wage and Hour Law

**D-CCI**
- **Service/Process:** Dispute – Court Proceeding, Civil

**US-NY**
- **Jurisdiction/Location:** US, New York
Value proposition – “don’t reinvent the wheel”

Use the SALI LMSS when:

**You want proposals from your law firms and providers to include actionable structured data that summarizes their experience and fees history**

“Comparing and contrasting all these pitch responses is difficult to do and requires a significant amount of manual effort. If they all used the same categories, we wouldn’t have to reorganize it ourselves every time.”

**You want to begin performing advanced analytics on results and outputs**

“We want to be able to extract much more knowledge out of our matter history, but the content isn’t there to do that.”
Advantages of a single standard

• Head start in defining a system for tagging matters
• More efficient analytics slicing and dicing
• Reduces ramp-up time in communication
LMSS is complementary to Uniform Task-Based Management System (UTBMS) codes and the LEDES standard.

LMSS Codes are applied here.

UTBMS Codes are applied here.

LEDES Codes are applied here (and to other items that are on legal bills).
# Goals for LMSS 1.0

<table>
<thead>
<tr>
<th>Goal</th>
<th>Description</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
<td>free and available to all stakeholders</td>
<td>[✓]</td>
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<tr>
<td>Industry-driven</td>
<td>managed by an independent non-profit industry organization</td>
<td>[✓]</td>
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<tr>
<td>Hierarchical</td>
<td>will have multiple layers of specificity and structure</td>
<td>[✓]</td>
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<tr>
<td>Extensible</td>
<td>defined way to extend codes to meet the proprietary needs of stakeholders</td>
<td>[✓]</td>
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<tr>
<td>Practical</td>
<td>will be community tested and come with associated sample implementations of user interfaces, and Application Programming Interfaces (APIs)</td>
<td>[✓] Limited UI [✗] APIs</td>
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</tbody>
</table>
LMSS is a free, open standard

Available under the creative common license
Free and open to all users
Open standards process

→ Available at salilegal.org
The LMSS has been developed by an iterative process is meant to ensure a practical solution.
LMSS 1.0 is the result of several years’ work

We are here
The SALI Alliance
The SALI Alliance is an independent organization of law firms, companies, solution providers, industry organizations and academics focused on developing open, practical standards for the legal industry.
Who we are

Our stakeholders represent all parts of the legal industry.
<table>
<thead>
<tr>
<th>Members</th>
<th>Endorsers</th>
<th>Allied Organizations</th>
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<tbody>
<tr>
<td>Association of Legal Administrators (founding member)</td>
<td>ACC</td>
<td>LEDES</td>
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<td>Legal Marketing Association (founding member)</td>
<td>Baker Donelson</td>
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<td>International Legal Technology Association (founding member)</td>
<td>Buying Legal</td>
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<td>Allen Matkins</td>
<td>Citigroup</td>
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<td>Barnes &amp; Thornburg</td>
<td>Foundation Software Group</td>
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<tr>
<td>Bloomberg Law</td>
<td>Institute of Legal Project Management</td>
<td></td>
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<tr>
<td>Cox Automotive</td>
<td>LawVision</td>
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<td>GSK</td>
<td>LegalShift, LLC</td>
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<td>Goulston &amp; Storrs</td>
<td>Microsoft</td>
<td></td>
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<td>Greenberg Traurig</td>
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<td>Honigman, Miller, Schwartz and Cohn</td>
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<td>Humana</td>
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<td>Intapp</td>
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<td>King &amp; Wood Mallesons</td>
<td></td>
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<td>Level 2 Legal Solutions</td>
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<td>Lexis</td>
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<td>McKool Smith</td>
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<td>Mishcon de Reya</td>
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<td>Pepper Hamilton</td>
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<td>Perkins Cole</td>
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<td>Prosperoware</td>
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<td>Schulte Roth</td>
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<td>Shearman &amp; Sterling</td>
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<td>Shell</td>
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<td>Thomson Reuters</td>
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<td>Waller Lansden Dortch &amp; Davis</td>
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<td>Winston &amp; Strawn</td>
<td></td>
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<td>Wolters Kluwer</td>
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LMSS 1.0 detail

https://salilegal.org
Salilegal.org houses all information for SALI LMSS 1.0

Site includes

- Code and structure definitions
- Downloadable excel spreadsheet
- Documentation
- Examples
- Interactive code browsers
- Explainer video
LMSS 1.0 is delivers

A **vocabulary** to describe a matter  ➞ Code Sets

A **structure** to describe a matter  ➞ Matter Structure
The LMSS structure defines where information is stored
At each location there is an allowable value

Allowable values:

• Text
• Number
• True/False
• Enumerated Value (SALI Code Set)
SALI Code Sets define an agreed upon taxonomy that can be used in any system

**Characteristics**

Each code:

- Is unique within its code set
- Fits into 256 characters of less
- Has a well-defined name, code and description
- Has gone through a vetting process
The interactive code browser allows you to explore and export code sets.

**Code Browser**

Select a code set from the dropdown. Click on the values to see the coding and structure. The detail for the selected code is displayed to the right.

The LMSS Code browser shows allowable codes defining our common vocabulary.
SALI Codes have consistent names, unique codes and descriptions to support existing systems.

<table>
<thead>
<tr>
<th>Code Set</th>
<th>Level</th>
<th>Code</th>
<th>Full Code</th>
<th>Short Name</th>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A</td>
<td>A</td>
<td>Advisory</td>
<td>Advisory</td>
<td>Any process that provides advice to a single party without adversarial event.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>MAN</td>
<td>A-MAN</td>
<td>Manuals</td>
<td>Manuals</td>
<td>Development of legal manuals.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>OPM</td>
<td>A-OPM</td>
<td>Opinion Memos</td>
<td>Opinion Memos</td>
<td>A memorandum of law is a written explanation, based on research and analysis, of the drafter's opinion regarding a legal problem.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>POL</td>
<td>A-POL</td>
<td>Policies</td>
<td>Policies</td>
<td>Development of legal policies.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>B</td>
<td>B</td>
<td>Restructuring/Bankruptcy</td>
<td>Financial Restructuring/Bankruptcy</td>
<td>Any process that involves the liquidation or restructuring of a business. The process usually has several parties - debtors, creditors and buyers.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>OOCRSTR</td>
<td>B-OOCRSTR</td>
<td>Out-of-Court Restructuring</td>
<td>Out-of-Court Restructuring</td>
<td>An out-of-court restructuring or workout is a nonjudicial process through which a financially troubled company and its significant creditors reach an agreement for adjusting the company's obligations.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>USCHAP11</td>
<td>B-USCHAP11</td>
<td>US Chapter 11</td>
<td>US Chapter 11</td>
<td>Chapter 11 bankruptcy is a reorganization bankruptcy, and is available to individuals and businesses. The debtor remains in control of business operations under chapter 11 and doesn’t sell off all of its assets.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>USCHAP12</td>
<td>B-USCHAP12</td>
<td>US Chapter 12</td>
<td>US Chapter 12</td>
<td>This form of bankruptcy is designed for “family farmers” and “family fishermen” that are under financial distress. Under chapter 12, the person in debt comes up with a plan to pay back creditors over three to five years.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>USCHAP13</td>
<td>B-USCHAP13</td>
<td>US Chapter 13</td>
<td>US Chapter 13</td>
<td>In chapter 13 bankruptcy, or a “wage earner plan”, an individual that has regular income is allowed to develop a plan to pay back parts, or all, of their debts. One advantage of chapter 13 is it allows individuals to avoid foreclosure on their homes.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>USCHAP15</td>
<td>B-USCHAP15</td>
<td>US Chapter 15</td>
<td>US Chapter 15</td>
<td>Chapter 15 bankruptcy provides a way of dealing with cases that involve more than one country. The main goal of chapter 15 is to provide cooperation between a foreign debtor, foreign courts and the U.S. bankruptcy courts.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>USCHAP7</td>
<td>B-USCHAP7</td>
<td>US Chapter 7</td>
<td>US Chapter 7</td>
<td>Chapter 7 bankruptcy, sometimes referred to as liquidation bankruptcy, is the most common type of bankruptcy in the U.S., and the most basic form of bankruptcy. Chapter 7 provides liquidation of an individual's property and then distributes it to creditors.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>USCHAP9</td>
<td>B-USCHAP9</td>
<td>US Chapter 9</td>
<td>US Chapter 9</td>
<td>Chapter 9 bankruptcy is a bankruptcy for municipalities – cities, towns, counties and school districts, for example. Municipalities that file chapter 9 earn protection from creditors while they develop a plan for adjusting their debts.</td>
<td></td>
</tr>
</tbody>
</table>

SALI Excel File of Code Sets
Major changes from Rev 2 to the final version

- **SALI Industry** codes have been replaced with codes derived from NAICS
- **SALI Legal Entity** as been renamed **SALI Organization Type** and additional codes have been added
- **SALI Asset Type** is a new enumerated set of values that is part of the new **Asset Type** field in the **Process Object** container
- **SALI Process Type** has been renamed **SALI Service Type** because there was confusion about what “process type” is because of historical mixing of area of law with type of service being offered

For consistency, the following name changes have also been made: “Process Object” → “Service Object” and “Process Status” → “Service Status”
SALI code sets follow a consistent set of rules to enable you to use them more easily

**Codes are viewer independent**
Ensures that all players code matters the same way

**Codes are hierarchical**
Allows you to select whatever level of specificity is appropriate to your application

**Code sets separate different matter facets**
Code sets do not conflate different aspects of a matter which make them more flexible

**Code sets use existing standards where appropriate**
Many code sets use existing standards where appropriate

**Codes include information to facilitate adoption in existing systems**
Codes all include a name, English-readable code, description, and may optionally include mappings and additional useful data

**Codes are extensible**
There is a well-defined way to extend codes if you need to
Codes are viewer independent

No matter which party is describing the matter, it should be coded consistently using **viewer-independent descriptors**

Client / Adverse Party → Plaintiff / Defendant
Lessor / Lessee
Licensor / Licensee
Code sets are based on existing standards where appropriate

Standards-based codes

Industries (NAICS)
Locations (ISO 3166-2)
Currencies (ISO 4217)
Courts (Free Law Project)
Government Entities (Bloomberg Law)
Language encoding (IETF)
Implementing LMSS 1.0
Implementing LMSS 1.0

• Using LMSS code sets with existing systems
• Adopting LMSS terminology as you refine your systems
• Implementing new technologies that use LMSS
SALI codes and values are added and/or refined throughout a matter lifecycle

- Service type
- Location
- Area of Law
- Industry
- Players

- Players
- Organization
- Representation

- Values based on service type (Service Object)
- Narratives

- Values based on service type (Service Object)
- Narratives

+ refinement of existing codes & values

+ refinement of existing codes & values

+ refinement of existing codes & values
The power of the SALI LMSS will grow as the codes are embedded in tools and processes.

**Key software systems for LMSS**

- Matter Opening Tools
- RFP Tools
- Experience Tools
- Pricing Tools
- LPM Tools
- Legal Intelligence Tools

→ Tell your vendors!
Sample LMSS description of a matter

"title": "Wage and hour class action against XYZ Corp."
,"service": {
"description": "Wage and Hour Class Action in Georgia relating to service employees"
,"service type": "D-CCI" // Dispute: Court Proceeding, Civil
,"area of law": "LEMP-WHR" // Labor and Employment Law: Wage and Hour Law
,"player": [{
"name": "Jennifer Smart et al."
,"player role": "PTF" // Plaintiff
,"organization type": "CLASS" // Class
,"counsel": {
"name": "Filbert Evans"
,"firm name": "Evans Lockridge & Paul LLP"
,"representation role": "COUN" // Counsel/Attorney
}
},
{"name": "XYZ Corporation"
,"player role": "DEFF" // Defendant
,"organization type": "ENTITY-CORP" // Entity: Corporation
,"counsel": {
"firm name": "Howard and Douglas LLP"
}
,"industry": "AFS-FSDP" // Accommodation and Food Services: Food Services and Drinking Places
}]
,"service object": {
"filing date": "2019-05-14"
}
Sample LMSS query of a set of matters

```json
{
  "document": {
    "header": {
      "lmss type": "QRY" //Query
    },
    "locale": "NAM-US-US+RI" //North America: United States of America (the): Rhode Island
  },
  "matter": {
    "service": {
      "service type": "B-USCHAP11" //Restructuring/Bankruptcy: US Chapter 11
    },
    "player": {
      "player role": "DEBT" //Debtor
    },
    "counsel": {
      "firm name": "Dewey and Stockbridge"
    },
    "representation role": "COUN" //Counsel/Attorney
  }
}
```
Next steps
Ongoing efforts

• SALI LMSS 2.0
  – API, conditional values and groupings
  – Work with software and information providers

• Internationalization
  – Canada and UK subgroups
How you can get involved

1. Visit sali.org and learn more
2. Sign up for the email list to get standard updates
3. Use the codes and provide feedback
4. Become a member / provide code proposals
5. Ask your vendors to support SALI