



**FDCC SECTION REPORT FORM**  
**P&O Quarterly Reporting Form**  
**2021-2022**

Date: \_\_\_\_\_

To: P&O Leadership, Officers and Directors  
From: \_\_\_\_\_ (Section Name)  
Pod: \_\_\_\_\_  
Pod Liaison: \_\_\_\_\_ (Lee Hall or Caroline Berdzik)  
Section Chair: \_\_\_\_\_  
Section Vice-Chairs and Roles:

\_\_\_\_\_  
\_\_\_\_\_

Date of Quarterly Zoom Meeting with Pod Liaison: \_\_\_\_\_

**Programming for Winter and Annual Meetings:**

*Winter Meeting: Title/Description/Speakers/Other Sections You Are Working With*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Status of Written Materials for Winter Meeting: \_\_\_\_\_

*Annual Meeting: Title/Description/Speakers/Other Sections You Are Working With*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Status of Written Materials for Annual Meeting: \_\_\_\_\_

**Annual Webinar or Zoom Presentation on Trends:**

Topic:

\_\_\_\_\_

Description:

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Speakers:

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Working with other section(s)? If so, list:

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Date: \_\_\_\_\_

Will there be a PowerPoint? What is the format?

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**FDCC Website**

*Home and Abroad Postings*

List law firms/attorneys that are providing content to FDCC website

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Dates of postings \_\_\_\_\_

**Publications**

*Monthly Highlighted Members for Last Quarter and Authors*

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*Insights Article*

Title: \_\_\_\_\_

Author(s): \_\_\_\_\_

Date: \_\_\_\_\_

*Friday 5 Submissions*

Topic: \_\_\_\_\_

Date: \_\_\_\_\_

Author: \_\_\_\_\_

**Recruitment**

Provide the names of at least two individuals who have been nominated by section members, names of the nominator(s) and dates of acceptance:

\_\_\_\_\_

\_\_\_\_\_

**Section Goals and Initiatives:**

\_\_\_\_\_

\_\_\_\_\_

**Section Communications by Emails and Zoom/Virtual Meetings**

Dates: \_\_\_\_\_

**New Members to Section in Last Quarter and Dates of Initial Contact:**

\_\_\_\_\_

\_\_\_\_\_

**1. Members on Leadership Track**

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\_\_\_\_\_