Tom Huffman

Senior Attorney

Atlanta

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Tom works with a cross section of clients on litigation, government investigation, and internal investigation matters to develop creative strategies for leveraging technology to streamline the discovery process, all while providing effective advocacy and excellent client service.

OVERVIEW

Tom consults with internal and external clients, combining legal and technological acumen to efficiently advance client goals through the entire life cycle of a matter, including with respect to preservation, collection, document processing, review management, and preparation of privilege logs and of materials for use at deposition and trial. Tom focuses his practice not only on executing the tasks necessary to move a matter through discovery, but also on advancing the client's overall strategic goals defensibly and in a cost-effective manner.

REPRESENTATIVE MATTERS

- Managed the discovery phase of a multiparty pharmaceutical patent matter, including by tracking collections and productions performed by outside vendors, managing document review teams and external vendors, and coordinating multiple productions.
- Counseled an international client on the efficient management of a large-scale review of documents in multiple languages, and leveraged language identification and translation technology to reduce manual review by 65%.
- Implemented a technology-assisted review workflow to efficiently identify key documents and reduce manual deposition preparation review volume by more than 40%.
- Advised an industrial manufacturing client on developing a targeted search strategy to distill a small volume of on-point documents from a collection of nearly one million potentially relevant documents in connection with an internal investigation on a tight deadline.
- Consulted with a large corporate client to implement a versatile and customizable litigation hold workflow to efficiently distribute and track litigation hold notices and releases.

ALL AREAS OF FOCUS

- Litigation + Trial
- eDiscovery + Data Management

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EDUCATION AND CERTIFICATIONS

EDUCATION

- University of Missouri School of Law, J.D., 2000
- University of Missouri—St. Louis, B.A., *summa cum laude*, 1997

BAR ADMISSIONS

- Georgia
- Illinois (Inactive)
- District of Columbia (Inactive)

COURT ADMISSIONS

- Supreme Court of Georgia
- Court of Appeals of Georgia
- Georgia Superior Courts
- U.S. District Court, Northern District of Georgia

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