

My-Hué Tan

**Counsel, Attorney-at-law EU/EFTA
Operations Director
Admitted to the Paris Bar, France
Registered as foreign practitioner
with the Geneva Bar, Switzerland
Certified Swiss Bar Association (SBA)
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Practice Areas Risk Management & Compliance, General Counsel Desk, Mediation, Data Protection, Law Firm Management Consulting

Areas of specialisation Advise clients on the management and mitigation of legal, business and operational risks arising from corporate transactions, divestitures, acquisitions, post-acquisition integration, restructuring, labour relations, social plans, plant closures, manufacturing, product development, product recall, quality escape, business disruption, crisis management, fraud and ethics investigations.

Assist clients in conflicts and dispute resolution through mediation.

Consultancy on Legal Operations Management (including KPIs dashboard reporting, legal spend and outside counsel management, technology, process improvement, goal setting).

Project Management, design, planning, assessment and deployment of alternative legal services (including legal process outsourcing (LPO), legal service offshoring), process standardisation and rationalisation.

Management of law departments: advising general counsels, strategic planning, departmental reorganisations, succession planning, performance management, talent management, people retention, development and coaching, and inclusion and diversity.

Consultancy on Law Firm Management and Operations (including people management, client care, business development, communication, and processes).

Education

- Swiss Bar Association (SBA) Mediator certification (2021)
- Mediator certification, Ecole Professionnelle de la Médiation et Négociation, France (2018)
- Admitted to Paris Bar, France (1999)
- Post-graduate diploma in Business Law (D.E.A.), University Paris I Panthéon Sorbonne, Paris – France (1998)
- Post-graduate diploma in Private and Public Business Laws, EU/International Laws, Corporate Tax, Accounting (Magistère de Droit des Activités Economiques), University Paris I Panthéon Sorbonne (1998)
- Master of Laws, University Paris I Panthéon Sorbonne (1997)
- Bachelor of Laws, University Paris I Panthéon Sorbonne (1996)
- Admitted to the École Nationale Supérieure de Cachan, Law and Economics, France (1995)

Continuous Learning

- Certification Startup Board, Board Academy (2021)
- Certification, Cybersecurity: Managing Risk in the Information Age, Harvard (2020)
- Certification, Risk Management, Ecole Polytechnique Fédérale de Lausanne (EPFL) (2020)
- Certification, Introduction to Psychology, Yale University (2020)

Professional experience	<p>Since 09.2020 2015-2020 2009-2015 2007-2009 2003-2007 2001-2003 1999-2001 1998</p>	<p>Counsel & Operations Director, MANGEAT, Geneva Legal Director EMEA, Industrial & Electrical Sectors, Eaton, Switzerland Senior Attorney EMEA and Legal Operations Manager, Eaton, Switzerland Senior Attorney EMEA, Cisco/Scientific Atlanta, Belgium Corporate Counsel, Cisco, France Associate, Telecoms Media Technology & Sports, Willkie Farr & Gallagher LLP, France Associate, Telecoms Media Technology Entertainment & Sports, Clifford Chance LLP, France & United Kingdom Trainee, Avocate stagiaire, Telecoms Regulatory, Competition & Corporate Commercial, KGA Avocats, France</p>
Other experiences	<p>2016-2020 Mentoring and Coaching Facilitator</p>	<p>Association of Corporate Counsel Europe, Switzerland Country Representative. Mentoring law firms' senior associates in Switzerland and the U.K., coaching in-house counsels and students, and mentoring female "top talents" within Eaton's HR talent development program. Workshops on process improvements, Inclusion and Diversity (e.g., "The career advice I did not get"; "How to display inclusiveness"; "Teaming").</p>
Public speaking		<p>Unwanted visitors. Now what? Managing cyber risks for in-house counsel; webinar co-presented with Control Risks, (2021)</p> <p>ACC Europe and ACC Global; Speaking engagements at annual international and local conferences, webinar moderator:</p> <p>Panel speaker:</p> <ul style="list-style-type: none"> • "Best practices with Legal and non-legal partners", ACC Europe & Apptus, Edinburgh 2019. • "Project Management for Lawyers/In-house counsels", ACC Global & Eversheds-Sutherlands, Austin US, 2018. • "Lead Lab: Legal Process Outsourcing (LPO) Market", ACC Europe & Pangea3 - Thomson Reuters, Cascais Portugal, 2017. <p>Moderator:</p> <ul style="list-style-type: none"> • "Managing your litigation ecosystem: why in-house counsel should consider collaborating with a third-party funder", ACC Europe & Nivalion A.G., Switzerland 2020. • "Cybersecurity risk management & compliance", ACC Europe & Control Risks, Switzerland 2020. • "Working from home: our new normal?", ACC Europe, Mangeat, Major Lindsey & Africa, Switzerland 2020.
Memberships		<ul style="list-style-type: none"> • Swiss Bar Association (SBA) • Geneva Bar Association, Ordre des Avocats de Genève (ODAGE) • Paris Bar Association, Ordre des Avocats de Paris • Ethics & Compliance Switzerland (ECS) • Women's Business Society (WBS) • Professional Women's Network, Geneva-Lausanne (PWN Global) • Corporate Legal Operations Consortium (CLOC)
Languages		<p>French, English, Teochew (Chinese dialect), German</p>