

Douglas R. Fair

DIRECTOR OF CONFLICTS & RECORDS

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Doug Fair is Chapman's Director of Conflicts & Records. He oversees the firm's Conflicts & Records Department and supports the operations of the Office of the General Counsel and Practicing Standards Committee. Doug manages new matter intake, including coordinating conflicts checks with the Conflicts Partner, and the processing of new business data entry as well as a variety of other information governance procedures. Additionally, Doug serves as Assistant to the General Counsel's Office, working closely with Chapman's General Counsel regarding the development and implementation of document retention policies, monitoring relevant changes in law, and client requirements.

Prior to joining Chapman in 2017, Doug had more than 17 years of experience in records management with two Am Law 200 firms.

Memberships

ARMA International

Education

Northeastern Illinois University, B.A., Criminal Justice, 1991