

CONFIDENTIAL COMMUNICATION
PROTECTED BY ATTORNEY-CLIENT PRIVILEGE

Date of the interview:

Person Interviewed:

Person/persons conducting the interview:

Supervising Attorneys:

Upjohn Warning: Prior to beginning this interview, Interviewer #1 instructed the interviewee of the following:

1. We have been directed by the Office of General Counsel (OGC) to conduct an investigation into allegations concerning [INSERT BRIEF DESCRIPTION HERE] for the purpose of providing legal advice to the University. We believe that you may have facts and/or documents relevant to our investigation.
2. The OGC, and anyone that it has directed to investigate this matter on its behalf, represents the University only and, therefore, does not represent you personally.
3. This interview is subject to the “attorney-client privilege” and, for the purpose of maintaining that privilege, we ask that you keep the contents of this interview CONFIDENTIAL. If you disclose the substance of this interview to anyone else (other than to your personal counsel), that disclosure may result in the loss of the privilege. If another person, including a supervisor, asks you about the substance of this interview, please direct his/her inquiries to the OGC.
4. Please understand, however, that this privilege belongs to the University, not to you personally. As such, the University, in its sole discretion, may choose to waive the privilege and reveal the contents of this interview to third parties, including the government.

Commented [RR1]: Office of General Counsel must approve the description

Interviewer #1

Date

Interviewer #2

Date