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Day in the Life: Diane Pedicini Duvall

Interviews and Profiles





Diane Pedicini Duvall

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5:30 am

I hear the **sound of gentle ocean waves and smell French toast in the air** — nope, still dreaming — the alarm rings and I hit snooze for another 10-15 minutes.

5:45 am

Awake to reality. **Stretch** a bit, which I clearly should do more often. Wash my face, brush my teeth, and skim my phone for any urgent items that arose overnight and require my immediate response.

6:00 am

Catch the **morning news** while making my bed (Mom taught me this provides an early sense of accomplishment each day!) and continue to check emails. Send a request to my admin to reschedule meetings, because new meeting requests will need my attention.

6:30 am

Let Brody, our West Highland terrier, out. Watch him **chase the deer off the lawn**. Enjoy coffee and a bowl of cereal, while skimming my inbox for legal updates, including ACC Community Connections (E&C, litigation, and employment). Shower and finish getting dressed.

7:15 am

Grab Brody and head out the door. He gets to go to **doggie day care** two or three times a week — there are days I want to join him and just play with his canine friends all day!

7:30 am

While driving to work, I listen to my **first call of the day**. Today it's a HR global site leadership team call with updates to our background screening and talent acquisition processes, and our recent global engagement survey.

8:15 am

Arrive at work and grab another cup of coffee. **Check in with my paralegal** to catch up on what's going on with her and the rest of the team.

8:30 am

Touch base with a colleague who requested a review of a proposed **anti-bribery provision** in a commercial contract being negotiated.

9:00 am

Present a short **ethics update to the financial leadership team**. I present to each corporate functions' leadership team once each quarter. Our focus this quarter is on our "speak up" culture and reinforcement of our anti-retaliation policy.

10:00 am

Outside counsel call to go over an **intragroup data privacy agreement** we have been working on.

11:00 am

HR meeting to review the status of an investigation into a potential policy violation reported into our Business Conduct Line.

12:00 pm

Peanut butter crackers hold off the hunger while I **participate in a status update call** about a regulatory compliance challenge in one of our European sites.

1:00 pm

Meeting with the Corporate Records Retention (RR) team that is trying to promote increased awareness of our data management practices.

2:00 pm

One-on-one meeting with our **new internal employment counsel** to review what's going on and provide guidance where possible.

3:00 pm

One of our business units wants to retain a **consultant in China**. I answer questions about a proposal.

4:00 pm

An attorney served an overbroad **third party subpoena** on us. I call him to narrow the scope of our required response.

5:00 pm

Prepare my comments on proposed updates to our **internal Signature Authority Policy**. Review my emails again to ensure I responded to everything pressing while prioritizing the to-dos for the next 24 hours.

6:15 pm

Call my daughter, who is away at college, to catch up on things as I head out to pick up Brody. Then phone my husband and son, who are both working remotely, to touch base during the drive home.

7:00 pm

Change into my sweats and contemplate using the treadmill. Opt to **eat pasta for dinner** instead.

8:00 pm

Back online to check in. **Review updates to our Conflict of Interest training course** that my paralegal has prepared while watching TV.

9:00 pm

The family group text buzzes about whatever sporting event or reality show is on TV. **My family, no matter how spread out, will watch the same thing together.** It helps me feel a bit closer to them all.

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