



TOGETHER

↳ OPPORTUNITIES UNLIMITED



# OUR MISSION

To serve our members and the community by sustaining a competent and independent Bar which upholds the rule of law and ensures access to justice.

# 01

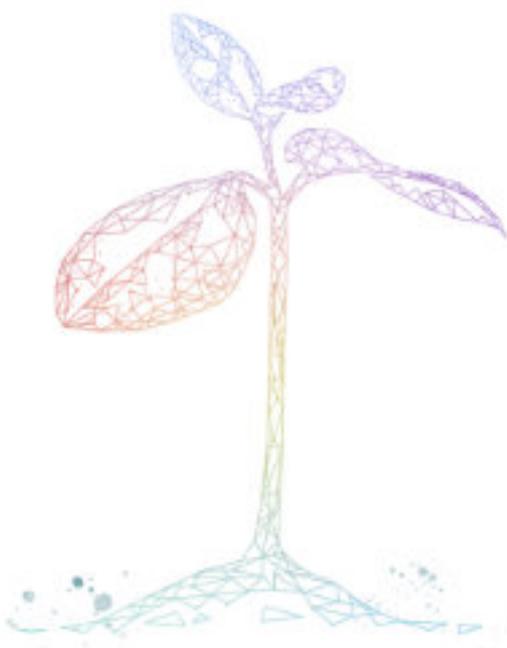
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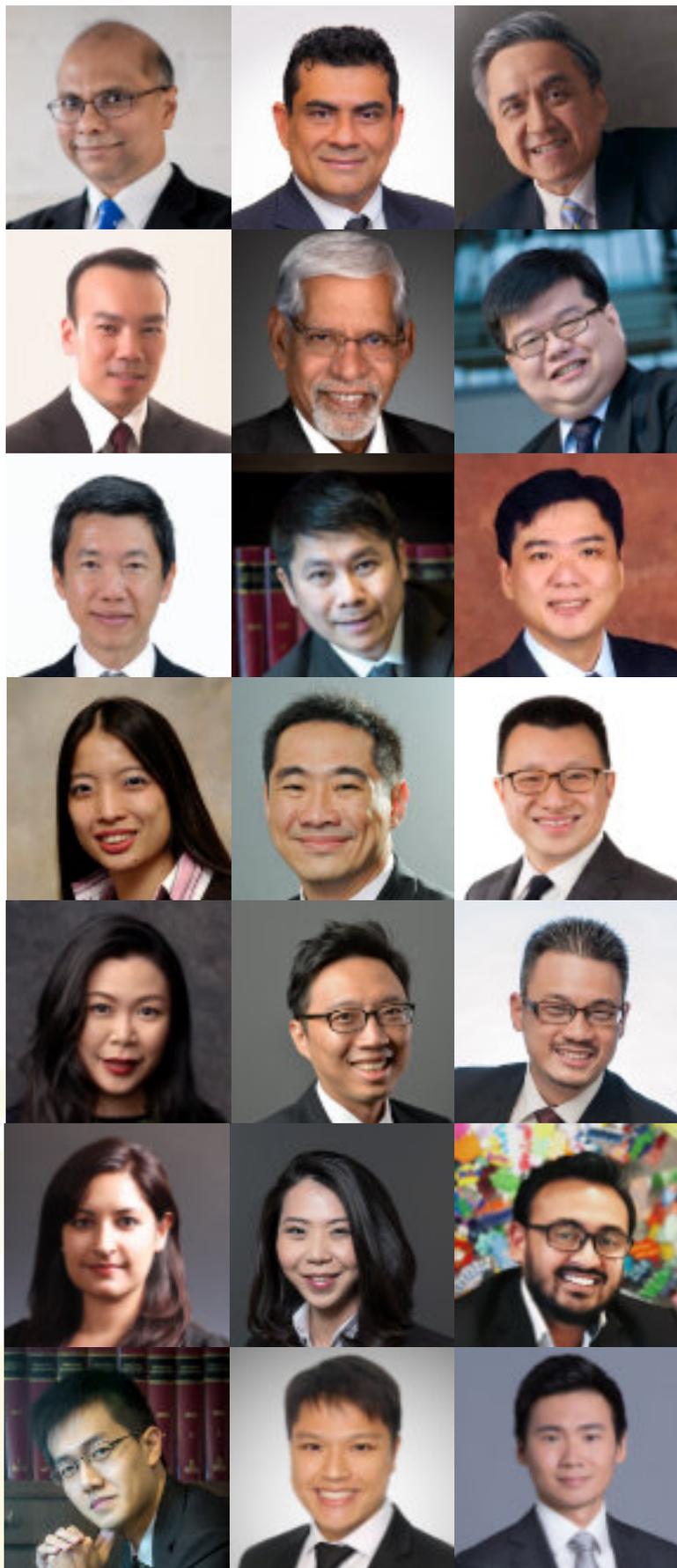


# OUR PEOPLE



01

# THE COUNCIL



## From Left to Right:

Gregory Vijayendran, SC (President)  
Tito Shane Isaac (Vice-President)  
Tan Gim Hai Adrian (Vice-President)

Koh Choon Guan Daniel (Treasurer)  
M Rajaram  
Lim Seng Siew

Adrian Chan Pengee  
Chia Boon Teck  
Ng Lip Chih

Lisa Sam Hui Min  
Michael S Chia  
Seah Zhen Wei Paul

Tan May Lian Felicia  
Tan Beng Hwee Paul  
Chan Tai-Hui Jason, SC

Simran Kaur Toor  
Low Ying Li, Christine  
Md Noor E Adnaan

Ng Huan Yong  
Foo Guo Zheng Benjamin  
Yeoh Jun Wei Derric

# THE EXECUTIVE COMMITTEE



From Left to Right:

Gregory Vijayendran, SC  
Tan Gim Hai Adrian

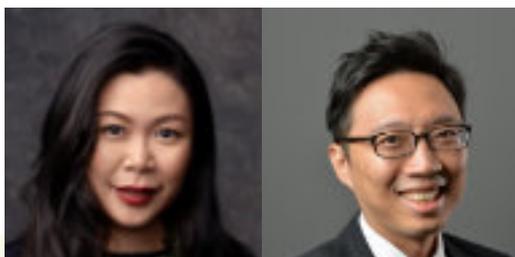


Tito Shane Isaac  
Koh Choon Guan Daniel



M Rajaram (ExCo Mentor)  
Michael S Chia

## Alternate Members



Tan May Lian Felicia  
Tan Beng Hwee Paul



Chan Tai-Hui Jason, SC  
Low Ying Li, Christine



Md Noor E Adnaan  
Foo Guo Zheng Benjamin

# COUNCIL REPORT

## Outgoing Council Members for 2019

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The term of the following Council member ended on 31 December 2019:

Anand Nalachandran

## Council Members for the Period 1 January 2020 to December 2020

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### ***Senior Category (not less than 15 years' standing)***

Gregory Vijayendran, SC (President)

Tito Shane Isaac (Vice-President)

Tan Gim Hai Adrian (Vice-President)

Koh Choon Guan Daniel (Treasurer)

M Rajaram

Lim Seng Siew

Adrian Chan Pengee

Chia Boon Teck

Ng Lip Chih

Lisa Sam Hui Min

Michael S Chia

### ***Middle Category (5 to 15 years' standing)***

Seah Zhen Wei Paul

Tan May Lian Felicia

Tan Beng Hwee Paul

Chan Tai-Hui Jason, SC

Simran Kaur Toor

Low Ying Li, Christine

### ***Junior Category (less than 5 years' standing)***

Md Noor E Adnaan

Ng Huan Yong

Foo Guo Zheng Benjamin

Yeoh Jun Wei Derric

The following members of Council 2020 are Statutory Members appointed by the Minister of Law to serve on the Council:

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M Rajaram

Ng Lip Chih

Seah Zhen Wei Paul

The following members of Council 2020 are Statutory Members appointed by the Council to serve on the Council:

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Lim Seng Siew

Adrian Chan Pengee

Low Ying Li, Christine

## Council Meetings

There were 4 ordinary meetings and 2 special meetings of the Council from September 2019 to December 2019. The attendance of the members was as follows:

Member	Present	Absent
Gregory Vijayendran, SC (President)	6	0
Tan Gim Hai Adrian (Vice-President)	4	2
M Rajaram (Vice-President)	3	3
Tito Shane Isaac (Treasurer)	3	3
Lim Seng Siew	6	0
Adrian Chan Pengee	2	4
Koh Choon Guan Daniel	6	0
Chia Boon Teck	3	3
Ng Lip Chih	3	3
Lisa Sam Hui Min	5	1
Michael S Chia	5	1
Anand Nalachandran	2	4
Seah Zhen Wei Paul	6	0
Tan May Lian Felicia	6	0
Tan Beng Hwee Paul	3	3
Chan Tai-Hui Jason	3	3
Simran Kaur Toor	4	2
Low Ying Li, Christine	5	1
Md Noor E Adnaan	4	2
Ng Huan Yong	4	2
Foo Guo Zheng Benjamin	5	1

There were 8 ordinary meetings from January 2020 to August 2020. The attendance of the members was as follows:

Member	Present	Absent
Gregory Vijayendran, SC (President)	8	0
Tito Shane Isaac (Vice-President)	8	0
Tan Gim Hai Adrian (Vice-President)	7	1
Koh Choon Guan Daniel (Treasurer)	8	0
M Rajaram	5	3
Lim Seng Siew	8	0
Adrian Chan Pengee	8	0
Chia Boon Teck	5	3
Ng Lip Chih	3	5
Lisa Sam Hui Min	5	3
Michael S Chia	8	0
Seah Zhen Wei Paul	8	0
Tan May Lian Felicia	8	0
Tan Beng Hwee Paul	8	0
Chan Tai-Hui Jason, SC	7	1
Simran Kaur Toor	7	1
Low Ying Li, Christine	5	3
Md Noor E Adnaan	6	2
Ng Huan Yong	7	1
Foo Guo Zheng Benjamin	8	0
Yeoh Jun Wei Deric	8	0

# PRESIDENT'S MESSAGE

Dear Members,

What an extraordinary year it has been! Even that statement is an understatement. If you turn back the clock to January 2020, we shared many 2020 visions during my Opening of the Legal Year Speech. But in the space of a month, we were gradually and increasingly severely and ultimately, devastatingly brought to our knees by COVID-19. That a microscopic enemy (measurable in nanometers) could inflict unimaginable damage on health, economy, social life as we know it and our overall lives (including lives in law) as we knew it was not within our wildest imagination as we started the second decade of the new millennium.

## • The Problem

The Law Society Council adopted a 5-fold strategy to combat the crisis. To amplify:

- stimulate resilience among law firm practices and practitioners;
- strategic intervention to assist members;
- strict austerity on organisational costs;
- harness technology as we cope with work disruption in our offices; and
- test-trial innovations for the betterment of the profession.

## Extraordinary Relief Package Phase I and Phase II

On strategic intervention, to help law firms weather the economic downturn arising from the Covid-19

pandemic, we introduced a financial stimulus initiative. Council agreed on an Extraordinary Relief Package (ERP), comprising a 2-staged financial relief rolled out in 2 phases. The measures included:

### **A. Rebate of Practising Certificate (PC) Fees**

These are detailed in CEO Delphine Loo's report.

I would add that full PC fee refunds for first-time applicants of the Ordinary Membership also aided in reducing business costs.

For all other practising lawyers, a rebate of 25% in PC fees (correlating to a 3-month period) was given for the current PC year (from 1 April 2020 to 31 March 2021). The logic and computations on this have been set out in CEO Delphine Loo's report. In addition, the Compensation Fund contribution for the current PC year of \$100 per Ordinary Member were refunded in its entirety for all seniority categories of Ordinary Membership.

### **B. Compassion Fund**

Another important initiative by the Law Society was incepting a new Compassion Fund in partnership with the Singapore Business Federation Foundation (SBFF). The Law Society initiated the setting up and administering of the LawSoc-SBFF Compassion Fund to offer one-off financial aid and referral support to employees in need within the industry. The touchstone is whether that individual is faced with sudden and unexpected personal or family adversity directly or indirectly due to the COVID-19 pandemic. This fund is envisioned to help both lawyers and staff in our law firms. At the time of writing, we have recently been onboarded as one of the frontier trade associations in the business community to help lead the way.

Various members of the legal profession and

judiciary have responded enthusiastically to donate generously to set up the Compassion Fund. To them we are deeply appreciative and our hearts, deeply grateful. As I shared in my appeal letter "This is a pioneering effort by the legal profession, of the legal profession and for the legal profession. We look forward to your strong support to build a nurturing and caring workforce. Our common goal is compassion from the inside out to reach out and touch the lives of the most severely impacted in our profession who are sometimes found within our very law firms."

### **C. Free CPD Webinars**

An important feedback shared during a survey with the profession undertaken in May this year was that the most helpful assistance desired by members was free or subsidised CPD activities. We were attuned to the needs of the profession and as part of our strategic intervention initiative waived registration fees for all CPD webinars held from 1 July to 31 December 2020 for all Law Society members. (see CEO Delphine Loo's report for details).

### **D. Free Job Ads**

To stimulate resilience and to also take a strategic step on financial intervention entailed waiving advertisements for basic listings on the Careers Portal for all Singapore law firms for a 6-month period from 13 May to 13 November 2020. This enabled Singapore law firms to attract talent and help our members seek career opportunities.

### **E. Free and Reduced Fees for Online Directory Advertising**

Another strategic financial intervention involved waiving advertising fees on the [Find a Lawyer](#) online directory for Singapore law firms for existing advertisers for the first 6 months of the new edition (from 1 August 2020 to 31 January 2021). This relief was also intended to stimulate resilience by enabling

our Singapore law firms to continue to attract new clients amidst the COVID-19 pandemic.

The cost to the Law Society for all the relief measures will exceed \$2.3 million. Extraordinary times call for extraordinary measures. While coming at a painful price from the Society's coffers, these financial strategic intervention steps were critical to help our profession. It was the financial prudence and wisdom of past Bar leaders which have left us in a healthier state to be able to meaningfully respond to the secondary impact of the COVID-19 crisis. This was the stormy day for which the Law Society had no hesitation in decisive, strong action to aid our members at an hour of need.

### **F. COVID-19 Resources Webpage**

As part of promoting resilience, following the outbreak of the COVID-19 pandemic, the Law Society set up a virtual resource by curating and compiling articles under a [COVID-19 Resources webpage](#) along with government regulations and tips on working from home.

### **G. COVID-19 Impact Survey**

On 12 June, the Law Society published top-line findings of a members' survey conducted in late May that I alluded to earlier. Our aim was to obtain feedback on the COVID-19 pandemic impact on the economic health of Singapore law firms, the experience of individual members working from home as well as the mental well-being of members during this period.

Despite the short 2-week response turnaround, the survey garnered 777 responses from members evenly distributed across membership categories and firm sizes.

The Survey feedback became the fresh food for thought for the Economic Action Council. Spearheaded by former President Thio Shen Yi SC

and myself, we reappraised the shortlisted solutions and initiatives earlier in the light of COVID-19. The previous recommendations made were on the footing of assumptions to be re-examined in the light of the COVID-19 pandemic. Calling for a virtual townhall, we discerned that among the low hanging fruits to roll out were (1) mediation (especially online mediation – see below); and (2) a Business Development Day in the offing (likely as a virtual BD Day). At the same time, we discerned from the Survey that there is a strong appetite for innovation in the community. Close to half the respondents expressed interest in online legal marketplace platforms if regulations permitted. We wanted to see how to remove roadblocks so that we could unlock (1) innovation and creativity in the provision of legal services; and (2) new cylinders of growth and revenue for individual practices. The response by the profession in the COVID-19 survey towards alternative legal structure was warm. At the time of writing, we are in the midst of doing a deeper dive on the nuanced offerings of alternative legal structures (e.g. bi-disciplinary practices, independent legal service startups using disruptive technology, etc) via a survey. We will study the results and continue to build on the same.

Recognising the discernible lack of awareness about the available Government grants which have been rolled out by the Government to stimulate the economy, the Secretariat played a vital role in publicizing these offerings to the Society's members. The Jobs Support Scheme in particular was very well received with more than half the respondents in our survey confirming that it had been somewhat to very helpful in assisting law firms cope with the negative impact of COVID-19.

In terms of the strategic prong of harnessing technology, the key findings on this aspect has been covered comprehensively in the CEO Report. To

touch on one big picture point, Work From Home (WFH), the Society was intentional to poll the members on that aspect during the end-May survey and are positioned and committed to help our members on (1) consulting on redesigning processes and workflows; and (2) purchasing and deploying the appropriate additional hardware and software for WFH (wholly or in part) as the Next Normal of work operations.

On test-trialling innovations, I was pleased at the initiatives of Ting Lim and her team at the Representation and Law Reform department to carry out some guinea pig experimentation via online mediation. I am grateful to the leaders of our newly set up Mediation Committee (especially co-chairs Kuah Boon Theng SC and Lim Tat) for co-labouring and collaborating with us to see this fledgling idea take flight and soar. The potential exists for online mediation not just as a matter of pragmatic reality in coping with the effects of COVID-19 but as an important, nuanced value-adding dispute resolution mode in its own right.

### • The People

In the final analysis, it always come down to the people. That's the way it should be. We are in a service industry whose greatest asset is our people.

On 9 October, we organised a pledge signing ceremony signalling a strong stand to combat the hidden scourge of workplace bullying and harassment. Twenty-one law firms representing some of the biggest employers in the legal profession joined the Law Society in pledging to ensure that law firm staff and colleagues are treated with courtesy, respect, dignity and fairness. The aim is to: (i) promote and maintain professionalism; (ii) respect human dignity; and (iii) respect the inviolability of every employee's person and privacy.

By signing the Pledge, the signatories committed to

implementing the Law Society's recommendations to maintain a work environment free from the toxic culture of bullying and harassment. These include (i) availing or accessing the Law Society's workplace harassment resource guide to all staff; (ii) informing lawyers and staff of the law firm's bullying and harassment policy and workplace grievance handling procedures; (iii) provide training; and (iv) ensuring appropriate training for senior management and executive law firm leadership.

I said then during the launch: *"I know we are all on the same page, every one of us, on zero tolerance towards any and all forms of bullying and harassment in the legal profession. As representatives of the largest employers in the profession, your standing together in solidarity with other large employers to sign the Pledge will give it gravitas. It will send the strongest of signals to the entire legal profession and to other law firms to ensure that law firm staff and colleagues are treated with courtesy, respect, dignity and decency to promote and sustain proper standards of professionalism. By putting pen to paper and purpose to pledge, we are saving the lives of our lawyers and staff from the death of a thousand cuts of bullying and harassment ... . Every one of us and every Singapore law firm can be an advocate for change for the better, and as we do, we will, ineluctably and inexorably, move towards the holy grail of our legal profession. To be a beacon of light for respect for the dignity of persons. Keep on shining."*

Not forgetting our female talent. You can read the write-up in the CEO's report and the landmark report they came up with. As I shared in remarks made at the point of launch: The accelerated growth and momentum of an idea-turned-taskforce-turned-committee demonstrates a growing self-belief in our women lawyer-leaders. Simran Kaur Toor and Felicia Tan, both Council Members and Co-Chairpersons of the WIP Committee, are among the vanguard of this new revolution and evolution of cutting-edge thought on relevant issues affecting

our women lawyers in practice. The big picture question is how to optimally harness the talent, and better protect, our estimated 46% of female legal professionals. "Levelling the Playing Field" is a thoughtful, thorough, nuanced and balanced report that provides some insights that may lead us to answer that question. Fundamentally, employers (male and female) must recognise that this is not a gender issue but a talent management one.

We also engaged proactively with the newly-called lawyers. My Mass Call speech outlined some of the initiatives that we have undertaken and the champions in mentoring. Even though not technically our members (yet), I had opined that we owe a duty not just to the members who have gone before us, the present members but also the members who come after us.

We are especially concerned about the status of our members' mental health. The survey undertaken showed that about 27% of our members experienced moderate to severe mental well-being issues. We rolled out a Practice Well portal which curates a number of mental health and well-being articles with a view for better self-awareness and self-care. At the same time, through regular eblasts, the Law Society through our Membership Department has been offering fresh articles for easy weekend reading. The reality of the matters is that it is an invisible enemy that assaults our mental wellbeing. Time will fail me to touch on what I have touched elsewhere on this theme i.e. Zoom fatigue, caregiver stress and fatigue, fraying relationships in a shutter situation, multi-sensory deprivation, anxiety (stemming from uncertainty). Suffice to say that we will continue to do more to boost psychological resilience. To that end, we have also asked Nicholas Aw to facilitate a support group for those with mental challenges in this hour. Thought leadership on inclusivity will be stimulated via a roundtable facilitated by Peggy Chew. Susan de Silva is going great guns with her championing

wellbeing and wellness as well as the Mindfulness Business Charter (see the CEO Report). Our career counsellors under our confidential Career Path scheme are also guardian angels providing a helpful road map to lawyers seeking further directions in the areas of their career and work.

There are multi-stressors that cause mental health issues. But one of the biggest stress points that the profession had to grapple with this year is the passing on of brothers and sisters in law and the inability (due to unfeasibility) of the members of the Bar being able to say their farewells. As such, we organised a meaningful ceremony, a virtual remembrance on 14 August, to grieve the passing of 8 lawyers who passed on in the first half of the year. This allowed an outlet to mourn the life, to remember the lawyer and to honour the legacy of these ones who have gone before us. I thank Wan Cheng of our Membership Department and her team who worked tirelessly behind the scenes to pull together this evocative yet sombre tribute to these lawyers who have left us.

### • **The Plaudits**

I remain very grateful to my Exco and Council colleagues for their compelling compassion and commitment. This is still a golden team brimming with talent and having great strength in both breadth and depth. In an incredibly difficult year, they have co-piloted this flight with me as we went through, and are still going through, storm after storm. They have been an invaluable sounding board of wisdom. In particular, I am grateful for COVID-19 Task Force Members, Vice-Presidents Tito Isaac and Adrian Tan as well as Treasurer Daniel Koh. Exco Mentor Rajaram has been a font of wisdom and a valuable resource.

The Council organised themselves into the following Clusters to facilitate the tasks involved:

- Young Lawyers Taskforce

- Women in Practice Taskforce
- Criminal Practice Cluster
- Risk Management Cluster
- Tech Cluster
- Disputes Cluster
- Professional Regulation Cluster
- Family Cluster
- Training Cluster
- Corporate Practice Cluster

I am also deeply grateful of the fine work of Delphine Loo, CEO and her team of HODs and other Secretariat members who rose to the occasion to give despite the odds. We had plans but the reality of execution of many of these plans fall on the shoulders of the Secretariat team. And what a burden it can be even in the best of times. To them we are, and remain, grateful for running with the vision and strategy conceptualized to combat COVID-19 and executing many of them with aplomb.

Apart from Council, this year, I have been especially inspired by some of our newer Committee leaders such as Renuka Chettiar (PIPD Co-Chair), Kee Lay Lian and Wong Kai Yun (Family Law Practice Co-Chairs), Gerald Tham (Young Lawyers Committee Co-Chair) for stepping up to the plate and taking their place among the finest practice leaders of the Bar together with established stalwarts who continue to make distinctions in their leadership. In the case of the PIPD Bar leadership, together with Willy Tay, Renuka fronted multiple engagements on behalf of the PIPD Bar with the State Courts. Kai Yun and Lay Lian together with Engelin Teh SC and Poonam Mirchandani (who already team up

superbly in the International Association of Matrimonial Lawyers) organised an outstanding online marquee conference, Family Conference 2020, in collaboration with Muslim Law Practice Committee and Probate Practice & Succession Committee. The standout feature of their relationship as new practice bar leaders is that they too, like the "older faithful" have embraced a pastoral outlook towards the members of their Bar.

And that is what our Law Society mission work is ultimately. It flows out of an inner core for inner care. Looking at the profession, I am filled with gratitude for the passion and compassion of so many practitioners over the past year. And filled with inspiration because of the light of hope for brighter tomorrows in a post-pandemic legal world.

**Best,  
Gregory Vijayendran SC  
President**



# CEO'S REPORT

The key activities and initiatives of the Law Society of Singapore during the period 1 September 2019 to 31 August 2020 (the Reporting Period) are outlined as follows.

## 1. Membership and Member Care

As at 31 August 2020, the Society had 5,955 Practitioner Members, 15 Associate Members, 155 Non-Practitioner Members, and 13 Honorary Members. In addition, 528 lawyers were called to the Bar during Mass Call this year.

### A. Extraordinary Relief Package Phase I and Phase II

To help law firms weather the economic downturn arising from the COVID-19 pandemic, we assembled an Extraordinary Relief Package (ERP), comprising a series of financial relief measures which were rolled out in two phases. The measures include:

#### **Rebate of Practising Certificate (PC) Fees**

PC fees for first-time applicants of the Ordinary Membership were refunded in their entirety to law firm employers to support newly-called practitioners who had just started their law careers during this challenging period.

For the rest of the Junior, Middle and Senior categories of Ordinary Membership, a rebate of 25% in PC fees was given for the current PC year (from 1 April 2020 to 31 March 2021).

Council had arrived at the quantum of the PC fee rebates based on the following rationale:

- Two months of PC/membership fees to partially offset business disruption costs

during the 2 months of Circuit Breaker (CB) from 7 April to 1 June 2020; and

- One month of PC/membership fees to partially offset costs arising from the inability to resume business-as-usual during the initial phase(s) of the post-CB transition period.

This worked out to a total rebate of 3 months, or 25%, of the annual PC/membership fees.

#### **Refund of Compensation Fund Contribution**

Compensation Fund contribution for the current PC year of \$100 per Ordinary Member was/will be refunded in its entirety for all categories of Ordinary Membership.

#### **Discount in Membership Fees for All Other Categories**

Similarly, a discount of 25% in membership fees for all other categories, including Associate, Non-Practising and Student, was/will be given for the membership period from 1 June 2020 – 31 May 2021.

#### **Free CPD Webinars**

Registration fees for all CPD webinars held from 1 July to 31 December 2020 have been waived for all Law Society members. Our webinars held during this period were/will be accredited with Public CPD Points, so that members may seize this opportunity to fulfil their CPD Year 2020 Points requirements, upgrade their skills and be ready for the upturn when it comes.

### **Free Job Ads**

Advertising fees for basic listings on the Careers Portal have been waived for all Singapore law firms for a 6-month period from 13 May to 13 November 2020. This is to enable Singapore law firms to attract talent and help our members seek career opportunities. The usual rates for job advertisements start at \$65 per advertisement.

### **Free and Reduced Fees for Online Directory Advertising**

Advertising fees on the [Find a Lawyer](#) online directory for Singapore law firms were waived for existing advertisers for the first 6 months of the new edition (from 1 August 2020 to 31 January 2021). To qualify for free advertisement, there should be no change to the law firm's current wording, format and category of advertisement. For new advertisers, fees were reduced to \$200 per category from 1 August 2020 to 31 January 2021 (usual fees are \$1,000 to \$1,500 per category). This relief is to enable our Singapore law firms to continue to attract new clients amidst the COVID-19 pandemic.

The cost to the Law Society for all the relief measures will exceed \$2.3 million.

### ***B. COVID-19 Resources Webpage***

Following the outbreak of the COVID-19 pandemic, the Law Society promptly assisted many members with queries regarding CB and safe reopening rules and issued several advisories to members, all of which are curated and compiled under a [COVID-19 Resources webpage](#) along with government regulations and tips on working from home.

### ***C. COVID-19 Impact Survey***

On 12 June, the Law Society published top-line findings of a members' survey conducted in late May. Our aim was to obtain feedback on the impact of the COVID-19 pandemic on the economic health of Singapore law firms, the experience of individual members working from home as well as the mental well-being of members during this period.

Despite the short 2-week response turnaround, the survey garnered 777 responses from members evenly distributed across membership categories and firm sizes. I would like to thank members for taking the time to respond to the survey and the data collected will help guide the Council and Secretariat in formulating future schemes as well as fine-tuning existing ones to maximise benefits for our members.

### ***D. The Establishment of Two New Law Society Standing Committees***

In December 2019, Council established 2 new standing committees in addition to the Law Society's portfolio of standing committees. The Mediation Committee and Tax & Trust Committee were formed in early January 2020 and are already contributing to the work of the Law Society in advancing the interests and needs of Singapore lawyers.

### ***E. Women in Practice***

With data from a 2018 survey and feedback from last year's roundtable series, the Women in Practice Committee published a report titled *Levelling the Playing Field: Report on Gender Diversity in the Singapore Legal Profession* in August 2020. The report details findings and recommendations for the attraction, retention and advancement of women lawyers in private practice.

The Women in Practice Committee also organises events to inspire and motivate fellow female practitioners and promote the advancement of skills. I am pleased to report the committee was quick to transition their networking and mentoring sessions on to virtual platforms and junior women lawyers were able to connect as well as seek advice from their senior counterparts thereby forming support networks which were particularly important given the challenging times.

### **F. Practitioners' Virtual Huddle Sessions**

The restrictions imposed by the authorities to contain the COVID-19 pandemic have spurred the Law Society to innovate in the way we connect and engage with members. During the Circuit Breaker period, we organised regular "virtual huddle" sessions focusing on different topics in legal practice such as the latest changes and developments in Family Law and PIPD. These sessions enabled members to connect, share experiences as well as support each other and they proved popular, with some sessions attracting over 100 participants.

### **G. Members' Support Schemes**

Mental well-being is an area that the Law Society has been focusing its resources on, especially in the recent years, to ensure that our members are not just cared for in the area of their professional affairs but their emotional, psychological and social well-being.

The COVID-19 pandemic has brought more than health and economic repercussions to our members. The aforementioned COVID-19 Impact Survey by the Law Society revealed 27% of respondents reporting moderate to severe adverse impact on their mental well-being and stress symptoms like anxiety, fatigue and disrupted sleep.

It is not surprising therefore that there has been an

uptick in the number of members utilising the following pastoral support schemes since the beginning of the COVID-19 outbreak:

- **Members' Assistance & Care Helpline**, a new one-stop referral and information service where members could call to speak confidentially on ethical issues at work or problems which may affect work;
- **Relational Mentorship** which supports young practitioners with a focus on their psychological well-being by pairing them with a mentor, typically a senior practitioner;
- **Career Path** in which practitioners can consult our career guidance/counselling volunteer on career and work related issues;
- **LawCare** in which members may seek advice and counselling from a qualified counsellor. This gratis scheme is confidential and administered in conjunction with the Counselling and Care Centre.

Frequent and regular messages about the support schemes have been sent to members, whether through electronic direct mailers or social media, to increase their awareness of these support schemes and understanding of where to seek help.

Since May 2020, our Career Path and Relational Mentorship schemes have also been extended to the law graduates and practice trainees. Prospective lawyers seeking guidance in taking the next steps in relation to their legal aspirations can now approach the Law Society for advice, mentorship and career counselling. The response

from the law graduates and practice trainees has been encouraging and the Law Society will continue to avail such services to them.

### **H. Economic Action Council**

Arising from members' feedback received at the Economic Dialogue in June 2018 on the issues and challenges faced by members regarding the economic health of their law practices, a Special Executive Council Meeting was convened in October 2018 which resolved that an Economic Review Committee (ERC) be established. The ERC was subsequently renamed the Economic Action Council (EAC) in October 2019.

The EAC, co-chaired by President Gregory Vijayendran SC and Immediate Past President Thio Shen Yi SC, had plans to hold an in-person Town Hall in March 2020 but we were forced to reschedule the Town Hall to September 2020 to be held virtually. The postponement of the Town Hall allowed the EAC to properly consider the impact the COVID-19 pandemic had on the Singapore legal profession. Again, the results of the Law Society's COVID-19 Impact Survey assisted the EAC in its consideration of the issues which included new and emerging areas of law as well as the dynamic nature of legal practice.

## **2. Professional Ethics**

From March 2020, all of the Law Society's Practice Directions and Guidance Notes can now be more easily accessed via our revamped website which also features a user-enhanced Ethics and Professional Responsibility Portal/Section.

The Law Society Secretariat supports the work of the Advisory Committee of the Professional Conduct Council in rendering ethical guidance to legal practitioners. The number of ethical queries considered by the Advisory Committee has been increasing during the past year.

Following the successful publication of the 2019 Professional Ethics Digest in July last year, the Law Society is currently in the midst of putting together

a 2020 edition of the Digest, which will contain a significantly higher number of relevant illustrations of the Legal Profession (Professional Conduct) Rules 2015. These illustrations are based on an anonymised version of the guidance given to members by the Advisory Committee of the Professional Conduct Council. The 2020 edition is targeted to be ready later in the year.

## **3. Feedback to Consultations and Law Reform**

The Law Society has maximised the opportunities given to us to provide constructive feedback on behalf of the legal profession to the Judiciary, the Ministry of Law, the Attorney-General's Chambers and other Government bodies and stakeholders. We have advanced the interests of the profession through public consultations and closed door consultations. Some examples include:

- 1 November 2019, Submission to the Ministry of Social and Family Development's Public Consultation on Recommendations submitted by the Committee to Review and Enhance Reforms in the Family Justice System (**Family Law Practice, Probate Practice and Small Law Firms Committees**).
- 28 January 2020, Submission to the State Courts on the Pre-Action Protocol for Business-to-Business Debt Claims as set out in State Courts Practice Direction 144 and Appendix L (**Civil Practice Committee**)
- 24 February 2020, Submission to the Family Justice Courts on issues encountered in Deputyship applications under the Mental Capacity Act (**Probate Practice Committee**)
- 28 April 2020, Letter to the Accounting and Corporate Regulatory Authority (ACRA) on Singapore Limited Partnerships regime (**Corporate Practice Committee**).

- 27 May 2020, Submission to the State Courts on the proposed omnibus Registrar's Circulars for asynchronous hearings via elitigation (**Civil Practice, PIPD and Small Law Firms Committees**).
- 14 July 2020 - Submission in response to the public consultation on the proposed licence conditions and code of conduct for CMOs (**Intellectual Property Practice Committee**).

The Law Society is also regularly engaged in dialogue meetings with the Family Justice Courts and the State Courts, with issues related to the Court Practice Chairpersons, Family Law Practice, PIPD, Probate Practice, Civil Practice and Small Law Firms Committees being raised directly with the courts on a regular basis. These channels of communication enable us to raise a wide range of issues with the courts in a timely manner and ensure that our members' viewpoints are properly and persuasively represented.

#### 4. Anti-Money Laundering

As part of our ongoing efforts to equip our members with the necessary information and knowledge on anti-money laundering and counter terrorism financing, the Society launched a new training session, *Anti-Money Laundering Responsibilities of Lawyers: An Introduction*, on 6 April 2020. The aim is to introduce junior lawyers with less than 3 years at the Bar to the fundamentals of anti-money laundering and present them with various scenarios they may come across in practice which could expose them to the risk of money laundering. We intend for this to be a regular, annual seminar. The Legal Practice Management Course attended by

lawyers with at least 3 years' practice experience addresses anti-money laundering obligations as well. With both these seminars, all our members will be familiar with the anti-money laundering regulatory regime in Singapore.

#### 5. Thought Leadership

The Law Society Secretariat has been providing thought leadership to Council as well as the rest of the Singapore legal profession on a range of important professional and practice issues. Apart from regular legal policy briefings to Council and drafting of policy papers, the Law Society also submitted extensive representations to the Ministry of Law on party-and-party costs issues.

To promote thought leadership on significant issues for the legal profession, the Law Society launched its Legal Profession Research Portal in March 2020, which serves as a one-stop facility and first port of call for all research papers and articles relating to issues concerning the legal profession. These papers and articles include content that has been published in the *Singapore Law Gazette* on various topics pertinent to legal practitioners, such as legal professional privilege, design thinking and commercial awareness.

A colloquium held in May 2020 (see Section 9(a) for further details), which examined important issues relating to the future of lawyers and law practices, represents an integral component of our thought leadership initiatives. Further, the Law Society has developed extensive training content regarding professional ethics and risk management through our e-learning programmes. Resource guides on data visualisations and workplace harassment were also published for members.

## 6. New and Improved Website

The Law Society launched its revamped website on 2 March 2020, featuring a fresh new look, clearer navigation and a more user friendly interface. Apart from an improved design, the revamped website provided for a more updated platform which in turn enabled the roll out of online resources such as the Legal Profession Research Portal, Risk Management Portal, Learning Management System, Careers and also Practice Well Portals.

## 7. New Careers Portal

In April 2020, The Law Society launched a new careers portal at [www.lawsocietycareers.com.sg](http://www.lawsocietycareers.com.sg) for law firms and other organisations to advertise recruitment positions as well as training contracts. The new portal allows advertisers to pay online, download invoices and view job applications. Employers can further turn away applications that are not suitable via the portal. Meanwhile job applicants can make use of enhanced features such as setting preferences for types of job positions and alerts on vacancies.

Advertising rates for the new portal have however been kept constant as we were mindful to keep recruitment costs low for our Singapore law firms.

## 8. Globalisation and International Relations

### A. Lawyers Go Global

Following the successful *Lawyers Go Global* (LG2) missions to Guangzhou and Sydney in the previous reporting period, we organised 4 other LG2 trips in this reporting period: Colombo, Sri Lanka from 10 to 14 September 2018; Beijing, China from 22 January 2019 to 26 January 2019; and Tokyo, Japan from 11 to 14 March 2019; Jakarta, Indonesia at the end of August 2019.

A Mission to Vietnam was scheduled to take place at the end of February 2020, with a market familiarisation workshop on Vietnam also scheduled to take place in mid February 2020. Owing to the global COVID-19 outbreak, however, a decision was made to postpone the Mission until the outbreak is contained. During the Circuit Breaker period in Singapore, the LG2 team continued its work of preparing lawyers for regionalisation in a post-COVID world through various webinars on latest market trends and the expected post-COVID new world order. Once international travel restrictions are lifted, we will continue to plan and organise trips to countries of interest to its members.

### B. Internationalisation Survey

To understand our members' attitude towards, and aptitude for, internationalisation and regionalisation, the Law Society initiated a short survey on 19 August 2020 to collate feedback. The survey will close on 10 September 2020 and as of 31 August 2020, we had obtained 180 responses. The main objective of the survey was to better discern the future of internationalisation and regionalisation of law practice and nuances involved. That way, we can calibrate our *Lawyers Go Global* strategy more effectively to help members who are keen to expand their practice overseas post-pandemic in more meaningful and feasible ways.

As part of the branding for "The Singapore Lawyer", the Law Society launched a microsite <https://thesingaporelawyer.sg/> in February 2020.

### C. Exchange Programme with Jiangsu Lawyers Association

Following the success of the Exchange Programme with Guangdong Lawyers Association and the reciprocal attachment opportunities to Shenzhen and Guangdong law firms in August 2019, Jiangsu Lawyers Association and the Law Society of

Singapore organised a 2-week exchange programme for 27 Jiangsu lawyers to understand Singapore's law practices, and Singapore's legal system from 25 November to 6 December 2019. The intention is to facilitate exchange of knowledge and networking opportunities between Singapore and Jiangsu lawyers, and to further support the business cooperation between the 2 legal service industries. Arising from this successful exchange, we are looking forward to hosting more exchange programmes from overseas in future.

#### ***D. Signing of MOUs with Foreign Lawyers Associations***

The Law Society entered into MOUs with the following foreign lawyers' associations during the Reporting Period.

Date	Name of Bar Association/ Law Society
23 September 2019	Seoul Bar Association
25 November 2019	Jiangsu Lawyers Association
6 January 2020	Daini Tokyo Bar Association
17 January 2020	Paris Bar Association

#### ***E. Committee-Initiated Mission Trips***

##### Court Practice Chairpersons' Committee's (CPCC) Mission Trip to Wellington, New Zealand

From 31 August to 5 September 2019, the CPCC led a delegation of Singapore lawyers on a Mission Trip to Wellington, New Zealand. Representatives of the New Zealand Bar Association, New Zealand Law Society and New Zealand Law Commission met with the delegation to discuss contemporary issues in legal practice. The delegation also toured the

Supreme Court of New Zealand and visited the specialist police facility Koru House, a free legal advice centre Community Law Wellington, and leading barristers' set Thorndon Chambers. On the final day of the Mission Trip, the delegation attended a ceremony celebrating the 150<sup>th</sup> anniversary of the New Zealand Law Society at the historic Old High Court. The ceremony was attended by several notable figures in the New Zealand legal industry, including the Honourable Chief Justice Rt Hon. Dame Helen Winkelmann GNZM.

Given the success of past Committee Mission Trips that provided opportunities to network and learn from overseas counterparts, the Committee had planned to organise a Mission Trip to London in September 2020. However again due to the COVID-19 situation, the Mission Trip has had to be postponed.

## **9. Professional Development**

### ***A. Overview***

The Continuing Professional Development (CPD) Committee, together with several other committees of the Law Society, has continued to organise programmes to help members upskill and stay on top of legal developments through the disruption posed by COVID-19. This year in particular, we engaged closely with the Singapore Institute of Legal Education (SILE) to ensure that the conversion of relevant programmes to live webinars remained duly accredited with CPD points.

The Law Society has been actively managing the operating costs of online live programmes. The following summary of the CPD activities from 2016 to August 2020 shows the growth in the number of participants year-on-year, a testament to the relevance of our CPD programmes despite postponement of marquee CPD conferences necessitated by the current COVID-19 situation.

Item/Year	2016	2017	2018	2019	2020*
Total No. of CPD Activities (inclusive of advocacy related and e-learning programmes)	90	100	95	95	48
Total No. of Participants (members & non-members)	6281	7738	7526	7931	9640

\*Up to 31<sup>st</sup> August 2020

Two particularly significant webinars were organised by the Law Society for the profession during the Reporting Period:

- A full-day Colloquium on “The Role of Lawyers in the Age of Disruption: Emerging Regulatory Challenges” was held on 19 May 2020 and featured 4 thematic panel sessions and 21 panellists which drew a total of 326 participants.
- An afternoon panel session on “Witness Preparation: Where to Draw the Line?” was held on 6 August 2020, featuring 2 panel sessions and 9 panellists. Drawing more than 400 participants, the panel examined comparative approaches, ethical issues and best practices concerning the controversial issue of witness preparation.

### ***B. On-demand e-Learning***

The Law Society has also increased its selection of on-demand e-learning programmes to assist members to broaden their learning journey while fulfilling their CPD requirements. Firstly, in partnership with College of Law (Australia) (COL), we continue to offer additional programmes via the Law Society's Unlimited e-Learning Programme 2020. In addition, the online module for the compulsory Legal Practice Management Course

was updated to include an intermediate level course on Leadership and Management.

In February 2020, the first part of the Risk Management e-Learning: Understanding and Managing Risks in a Law Practice Part I & II was launched in conjunction with our revamped Risk Management Portal (<https://www.lawsociety.org.sg/for-lawyers/risk-management/>).

The modules for Ethics in Practice were also updated and launched in June 2020, to expand the intended audienceship from practice trainees to all categories of lawyers. More case studies were also included to enhance ease of learning and comprehension, as we strive to maintain and improve the standards of conduct and ethics of the legal profession in Singapore.

Our Learning Management System was further streamlined and upgraded to feature a mobile device interface and more intuitive navigation to help members easily access the e-learning programmes that they have signed up for.

In partnership with LawVision LLC, the inaugural run of a blended learning programme for Legal Project Management was launched in August 2020. Members were offered the opportunity to access the on-demand Legal Project Management e-Learning: LPM LaunchPad™ Program and a complimentary follow-up live webinar session with the programme creators.

### C. e-Masterclasses

Working with partners such as the College of Law (Australia) (COL) and SeraphCorp Institute (SeraphCorp), the Law Society launched the masterclass series to allow for more in-depth exploration into selected topics. The feedback garnered was positive and masterclasses will continue to be an anchor CPD offering.

### D. MOU between Law Society and Australasian Legal Practice Management Association (ALPMA)

The Law Society and ALPMA signed a Memorandum of Understanding (MOU) on 28 July 2020 for an initial period of 3 years to collaborate and promote education and training in legal practice management and leadership. Our objective is to create learning pathways and networking opportunities for both lawyers as well as allied legal professionals.

This collaboration opens up more avenues to develop joint training programmes and opportunities to work together on thought leadership initiatives. To date, we have offered 2 webinars with ALPMA and will be adding the ALPMA Regional Law Forum into our CPD calendar. With increased online capabilities such as delivery of online live programmes, our members can look forward to a wider choice of CPD options.

### E. Practice Well

With the Practice Well portal <https://www.lawsociety.org.sg/practice-well/> launched in March 2020, members can now access specially curated programmes and resources including articles and CPD activities promoting mental wellness. Notable events under the Practice Well banner include the *Practice Well and Mindful Business Charter* webinar on 20 August 2020. We recognise that with the scouring effects of the

COVID-19 pandemic, the promotion of mental wellness has become even more urgent and we are committed to prioritising this initiative for our membership.

## 10. Building Business Capabilities and Boosting Tech Adoption

We continue to focus on assisting Singapore Law Practices in building their business capabilities and boosting tech adoption through a 4-pronged approach – Needs Analysis, Capability Development, Cost Management and Marketing Advantage.

### A. Needs Analysis

#### Impact of COVID-19 on Members' Work-from-Home (WFH) Experience

One aspect of the COVID-19 Impact Survey focused on the WFH experience of members. The key findings are as follows:

- Majority of the respondents were WFH and 63% of them found the transition easy.
- The top WFH advantages were time saved in commuting and greater schedule flexibility.
- The top WFH challenges were blurred lines between work and leisure and reduced social interaction with colleagues and clients.
- The top new measures that law firms had taken to support WFH were redesigning legal and practice processes and workflows and purchasing and deploying additional hardware and software.

## ***B. Capability Development***

### Professional Conversion Programme (PCP) for Professional Executives (Legal Support)

The Professional Conversion Programme (PCP) for Professional Executives (Legal Support), an initiative by Workforce Singapore (WSG) in collaboration with the Law Society and the Singapore National Employers Federation, was first launched on 28 February 2020. It provides Professionals, Managers, Executives and Technicians (PMETs) the opportunity to be re-skilled and take on new careers as Paralegals and Legal Secretaries in the legal sector. This programme seeks to meet the manpower needs of law firms who could receive Government funding for course fees and salaries of new hires.

The programme is conducted on a Place-and-Train mode where the PMETs are hired by law firms and undergo training to equip themselves with new skills for the new job roles. The duration of the training is 3 months, comprising structured classroom training, e-learning as well as On-the-Job Training (OJT). It is administered by the Singapore National Employers Federation (SNEF) with training provided by the Law Society.

The inaugural run which ended on 31 May 2020 had received a total of 8 approved applications from law firms. To benefit more law firms and PMETs, the programme has been renewed for another 2 years as of 2 August 2020.

### SGUnited Traineeships Programme for Legal Sector

The SGUnited Traineeships Programme, an initiative by the Ministry of Law and Workforce Singapore (WSG), in collaboration with the Law Society, was launched on 25 June 2020 to provide and support traineeship opportunities within law practices. Training opportunities include practice

training contracts for law graduates and traineeship opportunities in other roles such as paralegals, legal secretaries and legal technologists. Trainees will receive a training allowance, of which the Government will fund 80% while the host organisation funds the remaining 20%.

### Study Trip to Wellington and Melbourne

In early September 2019, Secretariat organised a study trip to New Zealand to understand the legal tech and innovation landscape and challenges faced there. The team met up with various legal tech vendors and visited law firms and legal organisations such as LawHawk, Juno Legal, Simmonds Stewart, Legaltech NZ and the Law Society of New Zealand. The team also attended the Australasian Legal Practice Management Association (ALPMA) Summit 2019 in Melbourne to learn more about areas in legal technology, legal practice management matters, mental well-being, employment, sexual harassment, marketing tools and pricing models.

### Events and Workshops

Since the launch of Tech-celerate for Law, a series of events and product training sessions was organised in collaboration with legal technology vendors to heighten awareness and further educate members on technology. A members' tea session was also held on 21 January 2020 to strengthen member engagement and better tune our initiatives to support law firms. The session revolved around means of encouraging efficiency and increasing the capabilities of firms with initiatives such as the Tech-celerate for Law scheme, SmartLaw Recognition scheme and SmartLaw Guild. In addition, a 1-day Transforming Your Legal Practice Masterclass was

organised in collaboration with the Centre for Legal Innovation (CLI) to present topics relating to leading innovation, collaboration as a crucial part of a law firm's digital transformation and the workforce of the future.

During the Reporting Period, a total of 13 events and workshops were organised with more than 320 participants.

Tech-celerate for Law Events	Other Events
10 events	3 events
234 participants	87 participants

### SmartLaw Guild

The SmartLaw Guild, an initiative launched by the Law Society in May 2019 to create a platform to share strategies, best practices, trends and resources to gear our law practices up for the future, continues to showcase the tech adoption journeys of forerunner-law firms for other members of the profession and to offer various technology trials and discount rates for the Law Society as well as third-party conferences as part of the Guild's membership privileges. Some technology trials offered include a new legal diagramming software (StructureFlow), a Client Communication App (InCase) and a Contract Automation Platform (Avvoka). SmartLaw Guild members were also offered complimentary tickets to Innovfest Unbound 2019, priority sign-up for the Law Society's Transforming Your Legal Practice Masterclass on 3 October 2019, subsidised tickets to the Australasian Legal Practice Management Association (ALPMA) Regional Law Firm Management Forum 2019 on 18 October 2019 and a subsidised rate to attend The Virtual Australian Legal Technology Association Conference (ALTACON) on 28 and 29 May 2020.

The SmartLaw Guild membership comprises SmartLaw certified law firms as well as successful applicants of our past and present technology support schemes. We are heartened to note that to date, over 280 of such law firms have adopted progressive technologies to keep themselves at the forefront of productivity and innovation.

### **C. Cost Management**

#### Tech-celerate for Law

Tech-celerate for Law, an initiative to accelerate technology adoption in the legal sector, has been further extended to 15 January 2021 with the aim of benefiting more Singapore Law Practices. The maximum funding support for baseline and advanced categories of solutions has been raised from 70% to 80% until 31 December 2020. From 1 January to 15 January 2021, the maximum funding support will be reduced back to 70%. The pre-approved solution categories under Tech-celerate for Law remain unchanged during the extension of the scheme.

#### Updates on Government Support Schemes

Regular updates on various technology solutions and Government Support Schemes were made available through the Law Society's newsletters, social media as well as our Legal Productivity and Innovation [microsite](#).

To facilitate the ease of navigating through the myriad of Government Support Schemes, the Law Society has designed an online self-assessment tool for members which will be launched by September 2020. This tool will enable members to assess their firm's eligibility for and entitlement to the various Government Support Schemes. Such schemes provide assistance in areas pertaining to hiring,

flexible work arrangements, financing loans, technology and innovation and building business capabilities. Members will be asked no more than 10 questions and a report based on their response will be generated at the end of the assessment.

#### ***D. Marketing Advantage***

##### Profiling of Law Practices under Tech-celerate for Law

During the Reporting Period, 13 practices were featured in Singapore Law Gazette articles as well as in a video which showcases their technology adoption journey under Tech-celerate for Law. A video featuring 5 law practices will be further released in September 2020 via our Legal Productivity and Innovation microsite, Law Society's social media channels, events and TechLaw Fest 2020.

##### SmartLaw Certification

We aim to provide law firms who have adopted technology to improve productivity and increase their business capabilities with a marketing advantage under the SmartLaw certification scheme. The certification aims to recognise law practices which have: 1) adopted a practice management or accounting software; 2) an online knowledge database; and 3) an online presence (whether through a marketing portal or their own dedicated website) by allowing them to display a specially designed "SmartLaw" logo on their websites and marketing collaterals. As of 31 August 2020, 67 law firms have been SmartLaw certified.

## **11. Secretariat**

Our Secretariat office is currently located at rented premises within Maxwell Chamber Suites, the former Red Dot building which is now part of the expanded Maxwell Chambers, one of the leading Alternate Dispute Resolution (ADR) centres in the

region. Pursuant to the COVID-19 (Temporary Measures) (Amendment) Act, we enjoyed rental relief amounting to 1 month's rental.

The Law Society Secretariat carries out its work through the following departments:

- CEO Office
- Membership and Communications
- Representation and Law Reform
- Compliance
- Conduct
- International Relations
- Continuing Professional Development
- Legal Productivity and Innovation
- Publications
- Partnership and Sponsorship
- Legal Research and Development
- Finance
- Information Technology
- Human Resource

Throughout Singapore's COVID-19 Circuit Breaker (CB) and Phase 1 of the post-CB safe reopening period, the Secretariat office and our 2 Bar Rooms at the Courts were closed and staff were mostly working from home, save for the occasional visit to the office to deal with matters that could not be handled remotely and for which we sought Time Limited Exemptions from the Ministry of Trade and Industry in advance.

During Phase 2 of the safe reopening period which started on 19 June 2020, we opened our Reception at our Maxwell office from 10am to 1pm Monday to Friday and the State Courts Bar Room from 9am to 2pm Monday to Friday. The Supreme Court Bar Room remained closed.

Our office telephone mainline 6538 2500 ( Monday to Friday, 9am to 5.45pm) and e-mail channels ([membership@lawsoc.org.sg](mailto:membership@lawsoc.org.sg) for members and [lawsoc@lawsoc.org.sg](mailto:lawsoc@lawsoc.org.sg) for the public) remained open throughout and pastoral care continued to be accessible to members via our MACH hotline 6530 0213.

We continue to constantly monitor the situation to ensure that all government safe management and safe reopening guidelines are adhered to as we safely reopen our office and bar rooms to members.



**Delphine Loo Tan**  
Chief Executive Officer

# TREASURER'S REPORT

The financial year ended 31 March 2020 sailed right into the eye of the storm of the COVID-19 pandemic. With the effects of the pandemic having an adverse impact on the legal profession and the greater economy by the end of the first quarter of this year, these naturally had some knock-on impact on the Income earned by the Society. These will be elaborated below. Thankfully due to the strong reserves and the prudent spending and investments of the Society in the previous years, the Society is more than able to weather the storm in this challenging year and come out with a surplus for the year. The Society will continue to make each dollar work harder to serve the needs of the members.

First and foremost, I wish to acknowledge with thanks the support and efforts of the Finance Committee.

The Finance Committee is a standing committee of the Council of the Law Society of Singapore. Our principal functions include:

- Working with the Secretariat to prepare the Society's overall budget for Council's approval;
- Reviewing financial protocols and internal controls of the Society;
- Ensuring financial accountability to Council, the Society and its members;
- Generally aligning the Society's financial resources and procedures with overall objectives and goals of the Society.

The current Finance Committee comprises the Treasurer, Adrian Chan, Gary Pryke, Kuah Boon Theng SC, Adrian Tan, Michael S Chia, Lisa Sam, Felicia Tan and Simran Kaur Toor. We are assisted by the Chief Executive Officer and the Finance Department of the Secretariat. The Finance Committee generally meets once a month, either by Zoom or on-site meetings or by way of e-mails.

This report covers the main highlights of the financial performance of the Society during the financial year ended 31 March 2020 (Current Financial Year).

## • Income and Expenditure - General Fund

The General Fund reported a before-tax surplus of close to \$166,000 for the Current Financial Year. This is a decrease from a before-tax surplus of about \$396,000 for the financial year ended 31 March 2019. Total income in the Current Financial Year increased by 8.8% from about \$7.49 million to about \$8.15 million whilst total expenditure increased by about \$890,000 from \$7.09 million to \$7.99 million.

### *Income*

The factors which contributed to the increase in income were the increase in subscription fees received from practising members up till end of the Current Financial Year and sundry income.

There was also an increase of the grant from the Ministry of Law from \$98,951 in the Previous Financial Year to \$235,377 in the Current Financial Year.

Our main income – subscriptions received from members – maintained its 3% increase as compared to the previous year from \$5.49 million to \$5.69 million. Number of practising members

who applied for/renewed their practising certificates increased from 6,087 members to 6,339.

Net surplus (before overheads allocation) from Continuing Professional Development (CPD) programmes and Conferences decreased slightly by \$25,000 or 2% from \$1.09 million to \$1.07 million.

Investment income and income from fixed deposits decreased by about 13%. Our revenue from advertisements in the Society's directory, classified advertising and online Law Gazette decreased by \$131,000 or about 46% from \$282,000 to \$151,000.

### Expenditure

Overall expenditure increased by 13% or \$890,000 from \$7.09 million to \$7.99 million due mainly to the following:

- a. Increase in the Society's mandatory contribution to the SILE, from \$566,000 in the Previous Financial Year, to \$589,000, in line with the increase in ordinary members.
- b. Increase in personnel expenditure from \$4.82 million to \$4.94 million, representing an increase of \$124,000 or 3%.
- c. Increase in administrative expenses from \$0.93 million to \$1.89 million or about 103%, largely due to expenditure related to the rental, depreciation & maintenance of 37 South Bridge Road.
- d. Expenditure for Council's activities (including meetings and special projects) decreased from \$429,000 in the Previous Financial Year to \$274,000 in the Current Financial Year.
- e. Expenditure on regulatory matters decreased to \$198,000 compared to Previous Financial Year of \$314,000.

### Income and Expenditure - Compensation Fund

The contributions received in the Current Financial Year increased to \$628,150 from \$603,000 in the previous year. Interest income on fixed deposits also increased to \$132,589 for the Current Financial year from \$121,955 in the previous year.

Overall, there was a decrease in surplus from \$882,000 in the Previous Financial Year to \$826,000 due to a higher transfer in unclaimed moneys under the Legal Profession Act First Schedule Part II Section 11(3) in the Previous Financial Year. There was an amount in claims paid out from the Compensation Fund in this Current Financial Year being \$24,375.

### Income and Expenditure - Law Society Pro Bono Services

Law Society Pro Bono Services (the "Subsidiary" or "LSPBS") was incorporated on 4 January 2017 to take over the operations of Pro Bono Learning, and Support Services, a division of The Law Society of Singapore (the Division) as a going concern.

There was a deficit of \$155,347 for the Current Financial Year, compared to a surplus of 739,033 in the Previous Financial Year.

Key highlights as follows:

**Decrease in income of 34.4% or \$1,834,151 to \$3.50 million due partially to the following:**

<b>Waiver of honorarium and disbursements accrued in prior years</b>	
	\$795,030
<b>Grant received from the Ministry of Law</b>	
	\$517,917
<b>Grant Received from NCSS</b>	
	\$288,000

**Decrease in expenditure of 20.44% or \$939,771 to \$3.66 million, partly attributable to:**

<b>Decrease in Enhanced CLAS honorarium</b>
\$676,586
<b>Decrease in Disbursement charged by assigned lawyer</b>
\$210,241
<b>Decrease in Fund raising expenses</b>
\$106,367

Unfortunately, due to the COVID-19 pandemic, the annual fund-raising dinner traditionally held in March of the year was cancelled. This fund-raising event had in the previous years raised substantial income for the LSPBS.

### • Other Funds

Other Funds comprise the Sports Meet Fund, Welfare Fund, Library Fund, Jus Curio Fund, Pastoral Care Fund and Practice Resilience Fund.

Overall, there was a deficit of \$65K for the Other Funds (a deficit of \$27K in the Previous Financial Year).

### • Balance Sheet

The key highlights of the balance sheet of the Society as at 31 March 2020 are as follows:

- General Fund reserves stood at \$20.38 million, a slight decrease of about 0.2%.
- General Fund total assets amounted to \$29.88 million, including \$12.44 million being held as fixed deposits, bank and cash balances.
- Compensation Fund total assets amounted

to \$16.83 million, including \$10.33 million being held as fixed deposits, cash at bank and in hand.

d. General Fund total liabilities stood at \$9.5 million, largely in relation to advance payment of application fees for practising certificates for FY2019/2020, which were received prior to 31 March 2020.

e. The Society had no external borrowings.

### • Investments

The Society has invested in blue-chip securities and bonds which provide a conservative and steady return to hedge against inflation. The Society is grateful to the Investment Committee for their time and efforts in looking closely at our investments together with our financial advisers.

As at 31 March 2020, the Society had invested in the following bonds and equities.

#### Bonds

• FTIF TEMPLETON
• FULLERTON
• ASCHR-BTSN200407
• FCLTREA3.95% PS
• GLL IHT 4.6% PS
• GLLIHTN23021523
• HDB N210326
• HOTELPN200423S34
• LLC 3.28% 210903
• LMIRT N200622
• LTA N200918
• MAPLELOGT3.65%P
• MERCATUS N240726

• PERENNIALN210112
• PERENNIATN200703
• SIA N210408
• STARHUB PERSEC
• KEPCORP N231130
• SEMCORP IND PS
• SUNTEREITN230510
• CAPITALAND LTD 1.85 190620
• CITY DEVELOPMENTS LTD 020420
• RCS TRUST 050623
• FULLERTON SHT TRM INT
• Singapore Airlines Pte Ltd
• Jurong Shipyard Pte Ltd
• Oue Treasury Pte Ltd
• Thomson Medical Group
• Cathay Pac MTN FIN
• GLL IHT Pte Ltd
• Fullerton Ind Credit
• ARA Asset Mgt LTD
• STT GDC Pte Ltd
• FH Reit Treasury Pte
• Thomson Medical Group
• GLL IHT Pte Ltd
• Surbana Jurong Pte Ltd
• Huarong Finance
• BNP Paribas
• Standard Chartered
• ABN AMRO Bank
• Frasers Prop Treasure
• Societe Generale
• Manulife Financial
• BPCE SA
• Frasers Prop Treasure
• Commerz Bank

• Austt & NZ Banking Grp
• F&N Treasury Pte Ltd
• Keppel Corp Ltd
• LendLease Finance Ltd
• LB Baden-Wuerttemberg
• Capitaland Treasury Ltd
• Jurong Shipyard Pte Ltd
• Singapore Press Holdings
• Credit Agricole SA
• Mapletree Treasury
• Singapore Post Ltd
• Singapore Tech Telemedia
• Hotel Proprieties Ltd
• Singapore Press Holdings

### *Equities*

• Ascendas REIT
• CAPITALAND
• COMFORTDELGRO
• FRASERS CPT TR
• HYFLUX6% CPS 10
• PARKWAYLIFE REIT
• SATS
• SGX
• SINGPOST
• SINGTEL
• SPH
• STARHUB
• SUNTEC REIT
• VENTURE
• DBS
• HYFLUX6% CPS 10
• KEPPEL REIT
• SEMBCORP IND

• SUNTEC REIT
• UOB
• VENTURE

## Conclusion

The Society's prudence through the years has allowed it to build strong reserves. These reserves in turn provided the Society with the will and ability to roll out a raft of measures to provide financial assistance to the members in the later part of 2020 such as free webinars for CPD. While income has decreased, the Society still has to meet expenditures for the benefit of all its members. Indeed, the size of the membership has grown and correspondingly the needs of the membership. In this regard, the Society will continue to watch its expenditures carefully.

Finally, I sincerely thank the Society's Chief Executive Officer Delphine Loo Tan and the Finance Department led by the Finance Director Pearlyn Quek for their hard work throughout the year.



**Daniel Koh**  
**Treasurer**

# AUDIT COMMITTEE REPORT

## *Michael Hwang, SC, Chairperson*

The Audit Committee (AC) is established by the Council. The Chairperson and members are appointed by the Council. The AC comprises Chairperson Michael Hwang and two other members, Patrick Ang and Robson Lee.

The external auditors, Baker Tilly TFW LLP, has issued a clean Audit Opinion on the financial statements of the Society for the year ended 31 March 2020.

During the reporting year, Council has appointed an outsourced audit firm, RSM Risk Advisory Pte Ltd to conduct internal audit reviews on various work processes. The engagement will be for a period of three (3) years starting from FY 2020.

The internal audit work scope for the three (3) years is tabled as follows:

FY	Review Areas
2020	Procurement, Expenditure, Payment & Banking, Fixed Assets, Financial Reporting
	Personal Protection Data Management
2021	Membership Administration, Revenue & Receipts Management, E-Shop
	HR & Payroll
2022	Investments
	GST Review Controls

The Secretariat will continue to evaluate and improve internal controls in both procurement and financial processes, such that the services and goods we acquire are the result of performing cost-effective processes.

# YEAR IN REVIEW

## SEPTEMBER 2019

04

Seminar - Certificate in Paralegal Skills 2019 (Compulsory Module)

10

Seminar - Embracing the Digital Future - Connecting Your Content, Apps and Teams Like Never Before



Seminar - Conveyancing Highlights 2019 - Day 1



18

Seminar - Anti-Money Laundering and Terrorism Financing

20

Seminar - Certificate in Paralegal Skills 2019 (Module 1)

03

Seminar - Focus on What Matters - Introducing Automation to the Drafting Process

09

Workshop - The Art of Effective Networking for Legal Professionals

11

Seminar - Certificate in Paralegal Skills 2019 (Compulsory Module)

13

Seminar - The Unclaimed Money Fund Framework (1<sup>st</sup> Run)

17

Seminar - Managing International Commercial Disputes: Comparing the SICC and CICC

19

4<sup>th</sup> Small Law Firms and Court Practice Chairpersons' Committees Luncheon

# OCTOBER 2019

27

Seminar - Certificate in Paralegal Skills 2019 (Module 2)

Seminar - Payment Services Act

26



Seminar - Data, the New Oil: Doing Deals Differently

30

Seminar - Cybersecurity, Data Breaches and Business E-mail Compromise

01

Seminar - The Unclaimed Money Fund Framework (2<sup>nd</sup> Run)

03

Seminar - Transforming Legal Practice Masterclass: Leading Innovation, Collaboration and the Workforce of the Future

04

Seminar - Certificate in Paralegal Skills 2019 (Module 3)

07

President's Luncheon with Committee Chairpersons



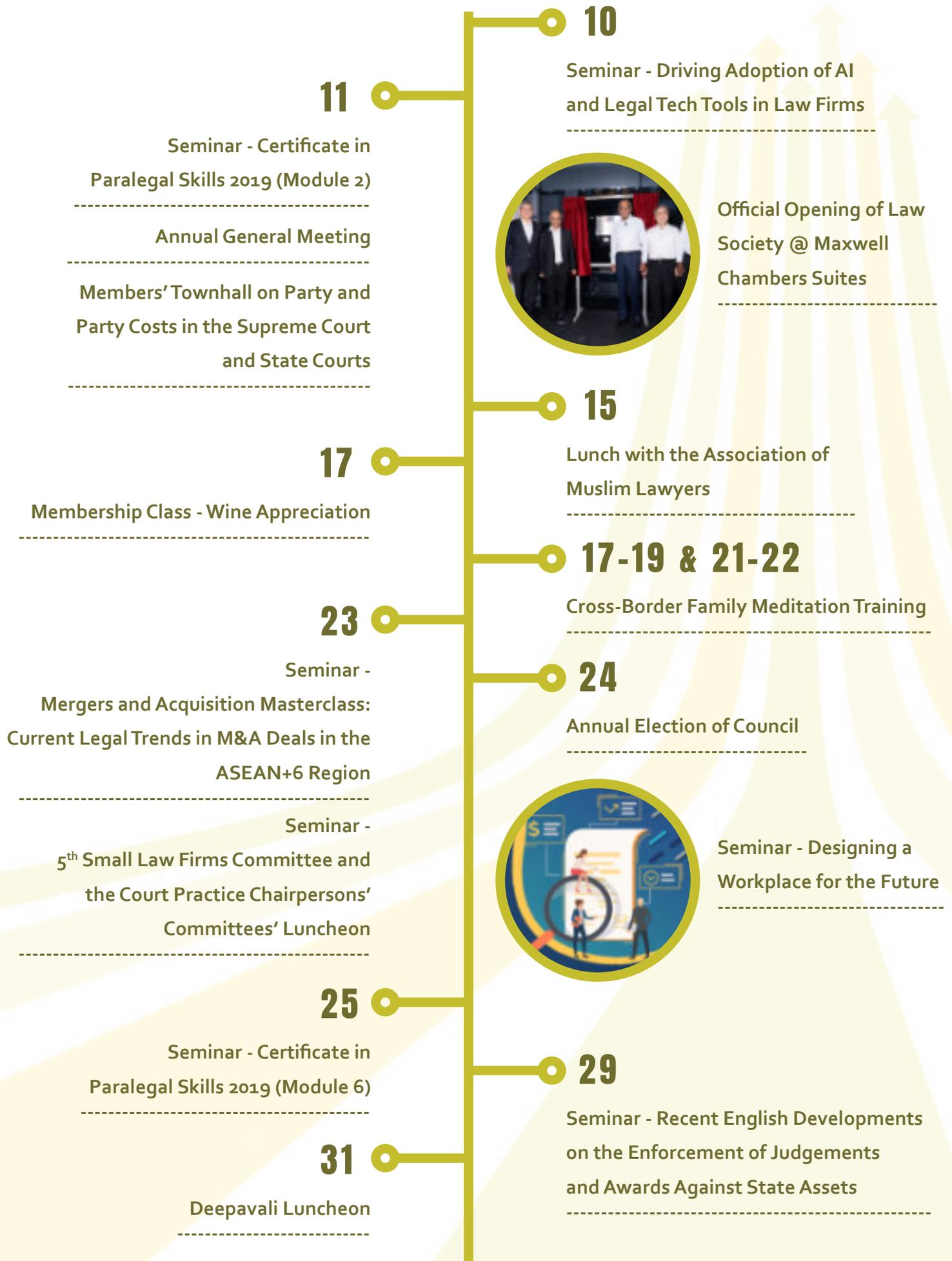
08

Public Law Conference 2019



09

Seminar - Conveyancing Highlights 2019



# NOVEMBER 2019

01

Seminar -Certificate in  
Paralegal Skills 2019 (Module 7)

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Seminar -  
Annual CPD Day

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06

Young Lawyers'  
Forum 2019

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07

Seminar - Digital  
Communication -  
Boon or Bane?

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08

Seminar -  
Background, Timetable,  
Deadlines and Development of  
Economic Substance of Legislations

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11

Seminar - Understanding Legal Research  
Today, and Where It's Headed Tomorrow

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11-12

Seminar - Developing Personal  
Effectiveness for Legal Practitioners

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13

Seminar - Mediation  
- A Commonwealth Perspective

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14

President's Roundtable  
with Managing Partners

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15



Annual Dinner 2019

18



Biennial Lecture 2019 -  
Law of Our Land:  
Connecting Our  
Islands of History

20



Visit by Ningbo  
Lawyers Association

Small Law Firms and Court Practice  
Chairpersons' Committees Luncheon

25-27

Jiangsu Lawyers Association  
Training Programme

27



Membership Class -  
Stepping Out in Style,  
Looking Your  
Best Everyday

28

Seminar - Tech-celerate Your  
Law Firm to Stay on Top of the Game

# DECEMBER 2019

10



Membership Class -  
An Evening of  
Whiskey Tasting

12



Farewell Luncheon for the  
State Courts Bar Room

14



Annual Piala Pala Bowling  
Tournament 2019

# JANUARY 2020

15



Young Lawyers  
Networking Event

21



Thank You Dinner  
for Volunteers

30



Lunar New Year  
Luncheon

# FEBRUARY 2020

06

Seminar -Tech-celerate for Law:  
Enhance Your Workflow with  
Document Automation

---

13

Law Fraternity Games 2020  
Opening Ceremony

---

13

Webinar - Meeting Clients'  
Demands for "Faster-Better-Cheaper"  
with Workflow Automation

---

26

Webinar - Enhance Your Workflow  
with Document Automation

---

27

Webinar - Legal Practice  
Management Course (22<sup>nd</sup> Run)

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# MARCH 2020

20

Webinar - Actively Differentiate  
Yourself in a Crowded Market

---

24

Webinar - The MCA's 1<sup>st</sup> Decade -  
A Mini-Retrospective: Did the MCA  
Create a Pandora's Box for Lawyers?

---

26

Webinar - PIPD 2020

---

31

Webinar - Certificate in  
Legal Secretarial Skills 2020 (Module 1)

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# APRIL 2020

03

Webinar - Filing MCA Applications in iFAMS

06

Webinar - Anti-Money Laundering Responsibilities of Lawyers - An Introduction

13

Webinar - Understanding Crypto-assets and Smart Contracts

26

Webinar - Book-Keeping for Law Practices

# MAY 2020

11

1<sup>st</sup> Practitioners' Virtual Huddle Session

14

Webinar - Building Trust Virtually and Beyond

19

Colloquium on "The Role of Lawyers in the Age of Disruption: Emerging Regulatory Challenges"

20

Webinar - The Greatest Challenge to Family Law since 1961 - Same-Sex Marriage and Adoption of Surrogate Children

21

Webinar - Practical Course on Stamp Duty Rules for Common Real Estate Transactions

**27**

Webinar - Re-examining Remedies:  
Common Law and Equitable Relief  
in Civil Litigation

**29**

Webinar - Driving  
Lawyer-Accountant Collaboration in  
Regional Infrastructure Development

**JUNE  
2020**

**10**

Webinar -  
Priorities in Life: Reset for Success

**19**

Virtual Hari Raya  
Get-Together



Webinar - Public International  
Law & COVID-19 Webinar 1:  
International Obligations of States

**13**

Webinar -  
Business Strategy E-Masterclass

**4 & 5**

Webinar -  
Developing Personal Effectiveness  
for Legal Professionals (1<sup>st</sup> Online Run)

**12**

Webinar - Online Introductory  
Session on the Law Society Guide  
to Cybersecurity for Law Firms

2<sup>nd</sup> Practitioners' Virtual Huddle Session -  
"Coping with Recent Changes in  
Family Practice - Remote Hearings  
and Delivering Therapeutic Justice"

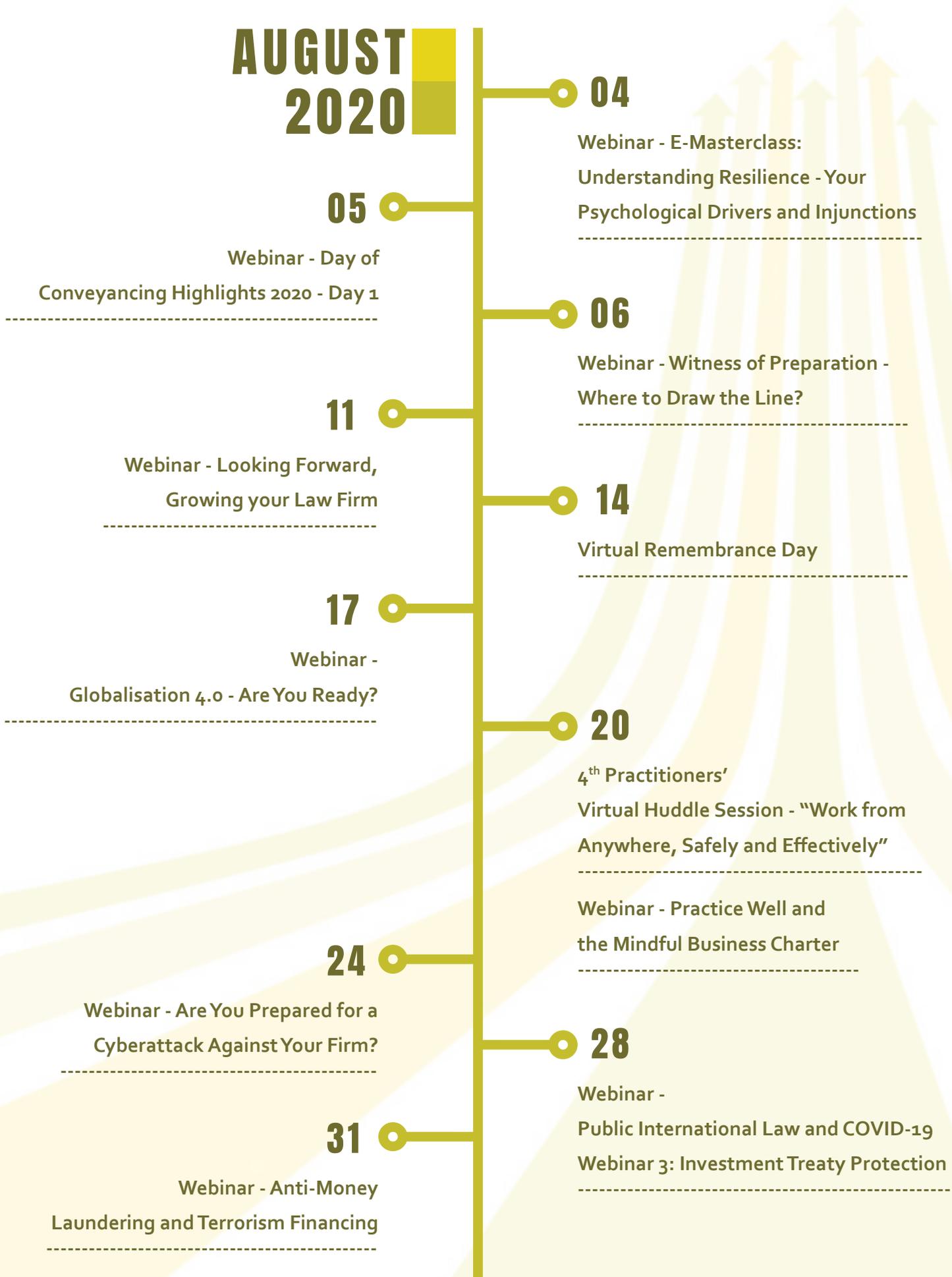
**25**

Webinar - Legal Practice  
Survival Toolkit: The Initial Years: An  
Invitation to Young Women Lawyers

# JULY 2020



# AUGUST 2020



**04**  
Webinar - E-Masterclass:  
Understanding Resilience - Your  
Psychological Drivers and Injunctions

**05**  
Webinar - Day of  
Conveyancing Highlights 2020 - Day 1

**06**  
Webinar - Witness of Preparation -  
Where to Draw the Line?

**11**  
Webinar - Looking Forward,  
Growing your Law Firm

**14**  
Virtual Remembrance Day

**17**  
Webinar -  
Globalisation 4.0 - Are You Ready?

**20**  
4<sup>th</sup> Practitioners'  
Virtual Huddle Session - "Work from  
Anywhere, Safely and Effectively"  
Webinar - Practice Well and  
the Mindful Business Charter

**24**  
Webinar - Are You Prepared for a  
Cyberattack Against Your Firm?

**28**  
Webinar -  
Public International Law and COVID-19  
Webinar 3: Investment Treaty Protection

**31**  
Webinar - Anti-Money  
Laundering and Terrorism Financing

# STATISTICS

*As at 31 August 2020*

Comparison of Size of Law Practices in the Last Five Years

Year	1 to 5 Lawyers	6 to 30 Lawyers	>30 Lawyers
2016	715	127	21
2017	720	140	21
2018	751	151	20
2019	761	131	20
2020	535	160	20

## Profile of Practitioners

No. of Practitioners in the Last Five Years

	2016	2017	2018	2019	2020
No. of Practitioners	4,885	5,191	5,336	5,920	5,955

Years in Practice Based on Date of Admission in 2020

Year	< 5 years	5 to 15 years	> 15 years
2020	2,281	1,569	2,105

Gender

Year	Male	Female
2020	3,413	2,542

# GROWING YOUR PRACTICE



02

# ADVOCACY

## *Samuel Chacko, Chairperson*

With a good mix of junior, middle and senior members of the profession, the Advocacy Committee of the Law Society of Singapore consists of 20 members. Its primary focus is to provide advocacy training for practitioners.

### Part B Advocacy Workshops

#### *On-boarding and utilisation of technology to ensure minimal disruption to advocacy training for Part B students*

Alongside a pool of over 100 trainers, the Committee runs the Advocacy Workshops for law graduates undertaking the Part B course conducted by the Singapore Institute of Legal Education. These advocacy trainers are either practising lawyers or judicial officers with at least 5 years of active advocacy experience.

This year, with the disruption caused by, and the health and safety issues flowing from the COVID-19 pandemic, the Committee decided to move advocacy training online. A substantial part of the Part B Advocacy Workshops this year will be conducted online.

Several adjustments have been made to the Advocacy Workshops, which will be held from August to October 2020, to optimise the learning experience of participants.

#### **These adjustments include:**

- Implementing virtual workshops from August to September;
- Including the flexibility of supplementing the earlier workshops by either continuing online or changing to in-person workshops in October, subject to guidelines from MOH.
- Utilizing Zoom in the virtual workshops to ensure that the participants become familiar with the Zoom platform that is presently being used by the Courts; and
- Reducing the number of participants in each training group from 8 to 6.

To ensure consistency and quality in the teaching of advocacy, the Committee also conducted the yearly Teachers' Refresher Course in July 2020 with a focus on teaching advocacy through online platforms.

### Continuing Professional Development (CPD) - Advocacy Training

#### *Maintaining local and international training standards and enhancing advocacy skills*

As part of the Committee's CPD efforts, a range of training programmes were held aimed at enhancing both the oral and written advocacy skills of practitioners.

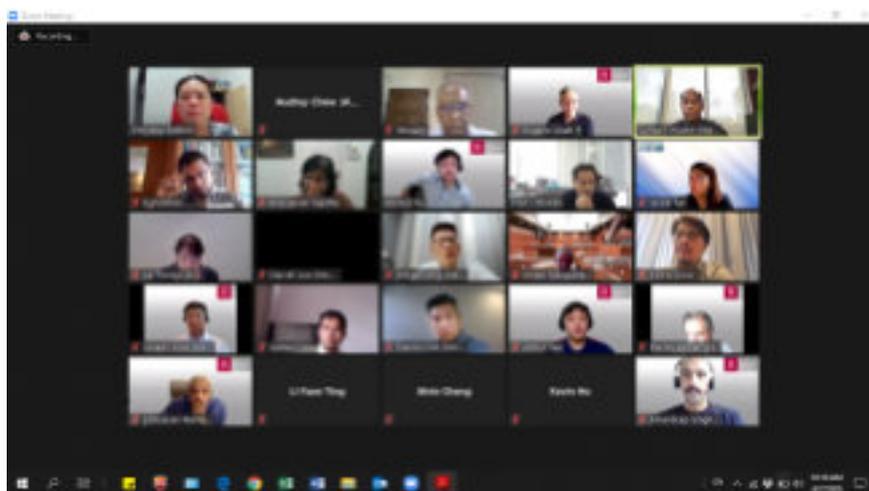
The Basic Written Advocacy Workshops consisted of 5 modules across 4 weeks and the attendance was exceptional with over 400 participants per module.

### CPD - Advocacy Trainers

Since 2017, our senior trainers have been invited to teach at advocacy courses conducted by the Australian Bar Association, the General Council of the Bar of South Africa and the Bar Council of Malaysia. This is a testament to the teaching expertise of our advocacy trainers and their standing in the international legal community.

This expertise is built upon through sending a number of our senior trainers to attend advanced advocacy courses conducted in Australia, ensuring that our trainers are kept up to date on any developments in teaching methodology.

The Committee wishes to thank all trainers, the Judiciary and the Attorney-General's Chambers for their support of the advocacy programmes run by the Committee and looks forward to their continued support in the year ahead.



*Teachers' Refresher Course (4 July 2020) - Part B Advocacy Workshops 2020 trainers attending the virtual course*

### **Committee Members**

- Samuel Chacko - Chairperson
- Goh Siong Pheok Francis - Co-Vice-Chairperson
- Darrell Low Kim Boon- Co-Vice-Chairperson
- Koh Choon Guan Daniel - Council Representative
- Anthony Yvette Loretta
- Chelva Retnam Rajah, SC
- Chenthil Kumar Kumarasingam
- Colin Ong Yee Cheng
- Harish Kumar s/o Champaklal
- Johannes Hadi
- Khelvin Xu Cunhan
- Kyle Gabriel Peters
- Lim Mingguan
- Nair Sushil Sukumaran
- Narayanan Sreenivasan, SC
- Ramesh Bharani s/o K. Nagaratnam
- Raeza Khaled Salem Ibrahim
- Sureshan s/o T Kulasingam
- Tan Yi Yin, Amy

### **Secretariat Representative**

Jean Wong

# ALTERNATIVE DISPUTE RESOLUTION

**Chong Yee Leong, Co-Chairperson**  
**Chia Chor Leong, Co-Chairperson**

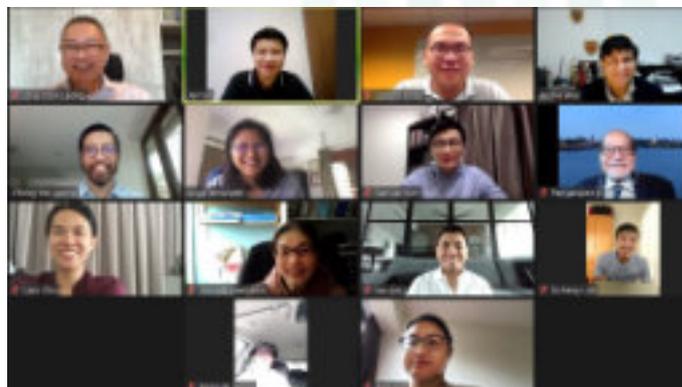
The Alternative Dispute Resolution Committee (ADR Committee) in year 2020 comprises 2 Sub-Committees, each focusing on a different area: Arbitration and Neutral Evaluation and Determination.

For the reporting period 1 September 2019 to 31 August 2020 (Reporting Period), the ADR Committee was involved in a variety of activities. Information regarding the ADR Committee's key activities and projects during the Reporting Period is as follows:

## 1. Law Society Alternative Dispute Resolution Schemes (Schemes)

Following the ADR Committee's steadfast effort in promoting the Law Society Mediation Scheme (LSMS) and the growth in mediation as a platform for alternative dispute resolution, a new standing committee, Mediation Committee was formed in year 2020 to continue promoting and developing the LSMS. The ADR Committee now oversees the Law Society Arbitration Scheme (LSAS) and the Law Society Neutral Evaluation and Determination Scheme (LSNEDS).

The ADR Committee oversaw the LSMS panel of mediators and LSAS panel of arbitrators' renewal process in October 2019 and January 2020 respectively. As part of the ADR Committee's review exercise, the criteria for appointment to the respective Schemes were revised and will take effect during the next renewal exercise at the end of 2021. The ADR Committee continues to promote LSAS and LSNEDS.



| *Alternative Dispute Resolution Committee 2020*

## 2. Introductory Course to Arbitration (Course)

In view of the challenges brought upon by the COVID-19 situation during the Reporting Period, the ADR Committee plans to postpone the conduct of the Course to the year 2021. The ADR Committee intends to review the syllabus and structure of the Course to benefit a broader spectrum of members in different areas of practice.

In place of the Course, the ADR Committee plans to conduct 3 webinars on international arbitration for transaction lawyers, arbitration practitioners and aspiring arbitrators in the third and fourth quarters of 2020.

## 3. Dialogue Session with Family Justice Courts (FJC)

On 4 June 2020, the ADR Committee attended a dialogue session with the FJC to present on LSNEDS and explore the possibility of collaborating with FJC on the use of neutral evaluation under LSNEDS for family cases. Subsequent to the dialogue session, the ADR Committee plans to establish a specialist family law panel for LSNEDS and review the LSNEDS rules to facilitate neutral evaluation for family cases.

#### 4. Virtual Dialogue Session Organised by the Bar Council of Punjab and Haryana (Bar Council)

Pursuant to the invitation extended by the Bar Council (a statutory body which regulates the services of lawyers in the States of Punjab and Haryana, and the Union territory of Chandigarh in India), the Co-Chairperson of the ADR Committee, Chong Yee Leong attended the virtual dialogue session on 16 May 2020 and spoke on the topic, "Challenging and Enforcing Domestic Arbitral Awards in India and International Arbitration during COVID-19".

The other panelists for the virtual dialogue session were:

- i. The Honourable Ms Justice Indu Malhotra, Judge of the Supreme Court of India;
- ii. Dr Anmol Rattan Sidhu, Senior Advocate (founding member of the International Centre for Alternative Dispute Resolution); and
- iii. Mr Rajiv Bhatnagar, Business Expert (Chairman, Defence and HLS Committee PHDCCI).

#### 5. Consultation

In September 2019, the ADR Committee was consulted on a proposal to allow Conditional Fee Agreements in Singapore and provided its feedback (together with the feedback from other standing committees under the Law Society) to Ministry of Law on 8 October 2019.

#### 6. Other Initiatives

The ADR Committee continues to promote and develop the Schemes and work closely with various stakeholders (together with Mediation Committee) to explore the opportunities to collaborate. In September 2019, the ADR Committee was presented with a certificate of appreciation from Singapore Mediation Centre (SMC) for partnering with SMC in the promotion and development of mediation.

#### Committee Members

Chong Yee Leong - Co-Chairperson  
 Chia Chor Leong - Co-Chairperson  
 Arul Andre Ravindran Saravanapavan - Co-Vice-Chairperson  
 Syahrul Bahiah Binti Jamaludin - Co-Vice-Chairperson  
 Ng Lip Chih - Council Representative  
 Camilla Godman  
 Choo Hao Ren, Lyndon  
 Chui LiJun  
 Farrah Joelle Isaac  
 Kimarie Cheang Xiao Pin (Zheng Xiao Pin)  
 Koh Boon Hao, Samuel (Xu Wenhao)  
 Lai Ying Ling, Jenny  
 Lim Si Cheng  
 Lim Wei Loong, Ian  
 Michelle Wong Nee Michelle Cheng Soo Yuen  
 Naresh Mahtani @ Naresh s/o Murlindhar Mahtani  
 Rengarajoo s/o Rengasamy Balasamy  
 Shobna d/o V. Chandran  
 Sumyutha Sivamani  
 Tan Pang Leong, Nicholas  
 Wan Rui Jie, Erwin

#### Secretariat Representative

Ting Lim

# CIVIL PRACTICE

*Kronenburg Edmund Jerome, Co-Chairperson*  
*Tan May Lian Felicia, Co-Chairperson*

The Civil Practice Committee (the Committee) presents its report for the period 1 September 2019 to 31 August 2020 (the Reporting Period). In addition to its regular ongoing work, the Committee's key activities and projects during the Reporting Period were as follows:

## Litigation Conference Workshop 2020

The Committee has organised a series of annual Litigation Conference events since 2013. These events alternate between workshop and conference formats each year.

This year's workshop event looked ahead at the imminent changes to the legal landscape in light of the Civil Justice Reforms and was intended to provide participants with opportunities to hone their litigation skills and engage in robust debate. The event was scheduled to take place on 16 and 17 April 2020, but was postponed due to the COVID-19 outbreak and resulting restrictions on public events. The Committee remains committed to resuming the annual Litigation Conference events as soon as practicable once conditions have improved.

## Dialogues and Consultations with Stakeholders

The Committee continues to engage with the Supreme Court Registry, State Courts, and other key stakeholders to provide feedback on various initiatives as well as to further the interests of the Civil Bar.

### Pre-Action Protocol for Business-to-Business Debt Claims (the Protocol)

The Protocol was published as an amendment to the State Courts Practice Directions on 26 August 2019. On 14 January 2020,

representatives of the Committee joined members of Council for a dialogue session with the State Courts to raise concerns about the Protocol's potential impact on businesses in Singapore.

The Committee provided further feedback, including recommendations for amendments to the Protocol, in a written submission to the State Courts on 28 January 2020. On 27 March 2020, the State Courts published a revised version of the Protocol incorporating many of the recommendations made in the written submission.

The Law Society acknowledged this via a letter sent by President Gregory Vijayendran to the State Courts on 22 June 2020. The Committee plans to observe the effects of the Protocol in the course of the year and will continue to monitor the impact of the Protocol in order to assess the need for further engagement with the State Courts on this matter.

### Effects of COVID-19 on Civil Procedure

The COVID-19 outbreak and Circuit Breaker period resulted in numerous changes to civil procedure across all the Courts. The Committee has actively engaged with the Ministry of Law, the Supreme Court, and the State Courts to shape the relevant changes, provide feedback on proposed amendments and request clarifications on topics such as the definition of "essential services" in the legal profession, introduction of asynchronous hearings via eLitigation, the electronic filing of documents via eLitigation, robing requirements for different hearings, naming conventions for hearings conducted by video-conferencing, and the permissibility of substituted service as an alternative to personal service during the Circuit Breaker period.

Where necessary, in addition to the regular updates issued by the Law Society, the Committee has also sent targeted updates via e-mail in conjunction with other relevant practice committees such as the Personal Injury/Property Damage Committee and Small Law Firms Committee.

### Other Dialogues and Consultations

The Ministry of Law launched a public consultation on Conditional Fee Agreements in Singapore on 27 August 2019. The Committee's feedback, as well as that of other Law Society standing committees, was jointly submitted to the Ministry of Law on 8 October 2019.

The Committee has also continued to engage with the Ministry of Law in private consultation sessions to provide feedback on the proposed reforms to the Civil Justice system.

### Committee Members

Kronenburg Edmund Jerome -  
Co-Chairperson  
Tan May Lian Felicia - Co-Chairperson  
Yeoh Kar Hoe Richard - Vice Chairperson  
Paul Seah - Council Representative  
Allister Brendan Tan Yu Kuan  
Ang Hsueh Ling Celeste  
Ashok Kumar Rai  
Chan Hian Young  
Chia Swee Chye Kelvin  
Davis Tan Yong Chuan  
Eusuff Ali s/o N B M Mohamed Kassim  
Hsu Sheng Wei, Keith  
Joanna Seetoh Wai Lin  
Koh Li Qun Kelvin  
Kyle Gabriel Peters  
Lim Wei Loong Ian  
Michelle Lee Ying-Ying  
Niklas Wong See Keat  
Nirmala Ravindran  
Pardeep Singh Khosa  
Ravi Dharini  
Rengarajoo s/o Rengasamy Balasamy  
Suang Wijaya  
Tan Wee Kio Terence  
Tan Wei Ming  
Tan Yi Yin, Amy  
Toh Wei Yi  
Wang Shi Mei  
Yeo Teng Yung, Christopher  
Yeoh Jun Wei, Derric

### Secretariat Representative

Ting Lim

# CONTINUING PROFESSIONAL DEVELOPMENT

*Raeza Ibrahim, Chairperson*

## 1. 2019/20 Programmes

*Over 80 programmes were organised and supported by the Society from 1 September 2019 to 31 August 2020.*

In past years, emphasis has always been on organising in-person events, which specifically allow members to earn “public” CPD points. However, in response to the COVID-19 disruption and to maintain appropriate safe distancing measures, online learning options, consisting of live webinars, online conferences and on-demand e-learning, were swiftly implemented to allow for minimal disruption to members' CPD journey.

### a. COVID-19 Response

*Free webinars for all Law Soc Members to upskill for the upturn.*

As part of the Law Society's Extraordinary Relief Package, registration fees for webinars were waived for all members from 1 July-31 December 2020. Webinars held during this period (where applicable and relevant) will be accredited with Public CPD Points, allowing for members to fulfil their CPD Year 2020 Points requirements.

### b. Programme Highlights

*2020 marks the fourth year of the Mandatory CPD scheme.*

The CPD Committee, alongside the various practice committees, continues to develop and deliver a diverse range of programmes to cater to the different categories of our membership. Besides expanding and updating the Risk Management Framework with additional on-demand e-learning, online articles and webinars, the Practice Well initiative was also launched this year.

A timely addition in light of the focus on mental health this year. Legal Practice Management is another capability that the Committee is working on helping to build within the industry.

Some programme highlights include:

#### >> *Topical Programmes:*

- Seminar on Payment Services Act Singapore on 27 September 2019
- Understanding Forensic Expert Reports: Questioned Documents on 14 October 2019
- [Webinar] Understanding Crypto-Assets and Smart Contracts on 13 April 2020

#### >> *COVID-19 Response programmes:*

- [Webinar] The Role of Lawyers in the Age of Disruption: Emerging Regulator Challenges on 19 May 2020
- [Webinar] Corporate Lawyer in an Unprecedented Time - Is Your Practice Staying Healthy? (jointly organised with SAL) on 1 July 2020
- [Webinar] Resilience in Times of Crisis Part I & II on 7 and 17 July 2020
- [Webinar] Building Trust Virtually and Beyond on 29 May 2020 (jointly organised with ALPMA)

#### >> *Marquee CPD programmes:*

- Public Law Conference on 8 October 2019 (organised by Public and International Law Committee)
- Annual CPD Day on 1 November 2019
- Biennial Lecture 2019 - Law of Our Land: Connecting Our Islands of History on 18 November 2019
- [Webinar] PIPD Seminar on 26 March 2020 (organised by Personal Injury / Property Damage Committee)
- [Webinar] Public International Law & COVID-19 Webinar Series on 19 June, 20 July and 28 August (organised by Public and International Law Committee)

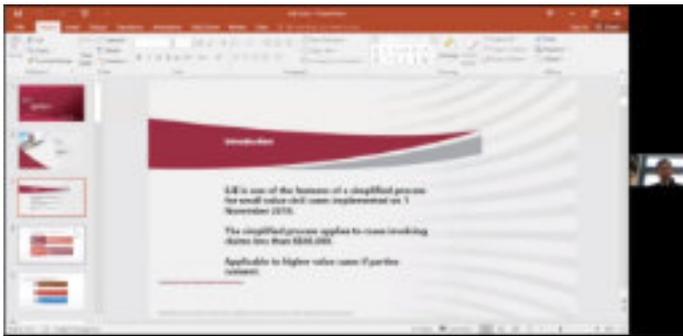
## 2. Frameworks and Initiatives

### a. Practice Well

*An initiative aimed at helping all legal professionals find their balance to thrive in this increasingly hectic industry.*

As part of the Practice Well initiative, Law Society has worked to curate and produce programmes and articles with partners such as:

- [Webinar] Priorities in Life: Reset for Success on 10 June 2020 with Promises Pte Ltd
- e-Masterclass: Understanding Resilience: Your Psychological Drivers and Injunctions on 4 August 2020 with SeraphCorp
- The Next Normal: Invest in People Engagement to Energise your Team by Susan de Silva, Singapore Law Gazette (July 2020)



*Participants' view during presentation by Judge Chiah Kok Khun – District Judge, The State Courts of Singapore for the programme, "[Webinar] PIPD Seminar" on 26 March 2020 (organised by Personal Injury / Property Damage Committee)*

### b. Legal Practice Management

As part of building the legal industry's capabilities in legal practice management (LPM), Law Soc is working with the Australasian Legal Practice Management Association (ALPMA). This will allow for increased development and promotion of legal practice management, leadership education and training, and creation of learning pathways for allied legal professionals and networking opportunities. In 2020, Law Society and ALPMA will collaborate on a 3-part webinar series and the 5th Annual ALPMA Regional Law Firm Management Forum.

To allow for diversity in learning methods, an arrangement was also made with LawVision LLC and LPM Institute to offer a blended learning programme, launched in August 2020, consisting of an on-demand LPM course and a closing live webinar with the founder of the LPM Institute, Susan Lambreth.

### c. Risk Management Framework

#### *On-demand e-learning, webinars and articles*

Building upon the launch of the Risk Management Framework in 2019, Law Society has worked with consultants Angeline Poon and Yasho Dhoraingam to produce programmes targeted at raising the profile of risk management such as:

- On-demand e-learning: Understanding and Managing Risks in a Law Practice Part I and II
- Data Risk Management - Why IT Matters by Angeline Poon, Singapore Law Gazette (April 2020)
- [Webinar] Cybersecurity Risk Management (jointly organised with Lockton)

## 3. Moving Forward

### The New Normal

Working with the practice committees of the Law Society, the Committee will continue to develop and roll out in-person and online programmes of relevance to our members.

The Committee will also continue to work closely with SILE and to strengthen our collaborations with our partners, i.e. the Judiciary, Attorney-General's Chambers and Singapore Academy of Law.

We will continue to focus on how we can deliver high quality and cost effective services to our members, to meet the demands of the mandatory CPD scheme and to encourage the development and diversity of every member's professional development journey.



*Q&A segment during Plenary Session at Public Law Conference on 8 October 2019  
(organised by Public and International Law Committee)*

### **Committee Members**

Raeza Khaled Salem Ibrahim - Chairperson  
 Malcolm Tan Ban Hoe - Co-Vice-Chairperson  
 Mohamad Rizuan Bin Pathie -  
 Co-Vice-Chairperson  
 Seah Zhen Wei Paul - Council Representative  
 Ng Huan Yong - Council Representative  
 Anthony John Grundy  
 Chan Chee Yin  
 Cheong Wei Yang, Daryl (Zhong Weiyang)  
 Chng Jiahui, Audrey  
 Edward Stanley Tay Wey Kok  
 Foo Fei Ying, Sandy  
 Gregory Xu Weicheng  
 Joey Pang Keep Ying  
 Kimarie Cheang Xiaopin (Zheng Xiao Pin)  
 Loo Chuan Shen, Don  
 Mary-Anne Shu-Hui Chua  
 Rai Vijay Kumar  
 Shamini Shara d/o Balakrishnan  
 Song Ruoh Jin  
 Wong Li Ming, Rachel

### **Secretariat Representative**

Jean Wong

# CONVEYANCING PRACTICE

## Lee Liat Yeang, Chairperson

The Conveyancing Practice Committee (the Committee) presents its report for the period 1 September 2019 to 31 August 2020 (Reporting Period). Information regarding the Committee's key activities and projects for the Reporting Period is set out as follows:

### 1. Requests by Members for the Committee's Ruling, Direction or Guidance on Conveyancing Practice Issues

The Committee continues to assist members by providing rulings, directions and guidance on various conveyancing practice issues encountered by practitioners.

During the Reporting Period, the Committee received queries from several different members on the impact of the restrictions in place due to COVID-19 on their practice in real estate transactions.

Subsequently, the Committee issued a general guidance on this issue to members, through Jus News on 14 April 2020.

The Committee also reached out to various Government agencies to clarify changes to conveyancing requirements and processes in light of the COVID-19 outbreak. The relevant notices and circulars to members were circulated in a timely manner through Jus News.

In early April this year, the Committee also gave their input to the President who then presented the Law Society's case to Ministry of Law which enabled urgent and time-sensitive conveyancing legal services to be regarded as "Essential Services" allowed during the Circuit Breaker period.

### 2. Day of Conveyancing Highlights (Seminar)

As part of the Committee's annual flagship Seminar, the Committee successfully organised the "Day of Conveyancing Highlights Seminar 2019" (CHS 2019)



Members of Conveyancing Practice Committee 2020



**[WEBINAR] Practical Course on Stamp Duty Rules for Common Real Estate Transactions**

21 May 2020, Thursday  
2.30pm – 5.45pm

This programme will be conducted as a live webinar.

[Register Now!](#)



No. of Public CPD Points: 3.0  
Practice Area: Real Estate  
Training Level: General

#### About the Programme

With the implementation of cooling measures and changes in stamp duty rates over the past several years, it is important for us to be equipped and adept in the knowledge and understanding of stamp duty treatment and its implications, in order to correctly advise our clients when navigating the complexities of property transactions while adhering to compliance requirements.

#### Topics to be discussed include:

1. Overview of general stamp duty treatment and implications
2. Cases of stamp duty treatment in actual transactions
3. Common stamp duty remissions

#### Learning objectives

- This course will deepen conveyancing professionals' knowledge of stamp duty rules and treatment governing common real estate transactions, as well as equip participants with practical handles to advise their clients more effectively.
- The course will also touch on common industry mistakes / lapses encountered by IRAS, as well as common stamp duty remissions, industry best practices, and professional liability and risk for legal practitioners.
- It will be taught through in-depth case study presentations to reinforce participants' understanding of stamp duty treatment.

*[WEBINAR] Practical Course on Stamp Duty Rules for Common Real Estate Transactions*

which was split into 2 half-day sessions on 10 September 2019 and 9 October 2019 respectively.

Positive feedback on CHS 2019 was received especially on the topic of additional buyer's stamp duty and remission rules.

Despite the challenges presented by COVID-19, the Committee organised the "Day of Conveyancing Highlights 2020" (CHS 2020) for the ninth consecutive year and it was held in the form of webinars on 5 August 2020 and 7 October 2020 respectively. CHS 2020 aimed to equip participants with practical knowledge on the latest developments in conveyancing practice.

### 3. Practical Course on Stamp Duty Rules for Common Real Estate Transactions (Course)

The Committee jointly organised with the Stamp Duty Branch of Inland Revenue Authority of Singapore (IRAS) this inaugural Course via a webinar on 21 May 2020. The Course was aimed to deepen conveyancing professionals' knowledge of stamp duty rules to minimise the growing professional liability and risk in this specific area. It was well "attended" by about 337 participants who are mostly practising lawyers of varied seniorities.

### 4. Dialogue Sessions

On 6 April 2020, the Committee attended a dialogue session with the Urban Redevelopment Authority's Controller of Housing (COH) to discuss proposed changes to the requirements and procedures for sale and purchase of units under development in accordance with the Government's efforts to reduce the risk of COVID-19 transmission.

In April 2020, the Committee provided feedback on the Government's proposed restrictions on conveyancing practice within the restricted period (7 April to 4 May 2020 which was subsequently extended to 2 June 2020).

Further, on 16 July 2020, the Committee held a

dialogue meeting with IRAS and provided its feedback on IRAS' Integrated Legal Requisition system.

### 5. Other Initiatives

The Committee oversaw the Law Society Expedited Adjudication Scheme panel of adjudicators' renewal process which took place in March 2020. Within the Reporting Period, the Committee worked to amend the Conditions of Sale 2012.

#### Committee Members

Lee Liat Yeang - Chairperson  
 Selina Chin Bau Tze - Vice-Chairperson  
 Chan Pengee Adrian - Council Representative  
 Ang Keng Lee  
 Chew Mei Choo  
 Chia Hsien Lin Jennifer  
 Chua Lei Kwan Lina Mary  
 Chua Shang Chai (Cai Shang Cai)  
 Chuang Keng Chiew  
 Haryadi Hadi  
 Lai Ying Ling Jenny  
 Lee Lai Yong Ivan Athanasios  
 Lee Pin Wen Karin  
 Loh Kent Shin, Timothy  
 Tan Ching Chern  
 Tan-Goh Song Gek Alice  
 Teo Eng Thye  
 Vivian Kuok Ming Koong  
 Wong Mei Yoke Wendy Nee Leong  
 Yeoh Oon Weng Vincent  
 Yeo Hoon Gek @ Yang Bisuen

#### Secretariat Representative

Ting Lim

# CORPORATE PRACTICE

## Low Kah Keong, Chairperson

During the reporting period of 1 September 2019 to 31 August 2020, the Corporate Practice Committee's (the Committee) activities included the following:

### 1. Guide on Submissions to SGX RegCo on Behalf of Listed Companies

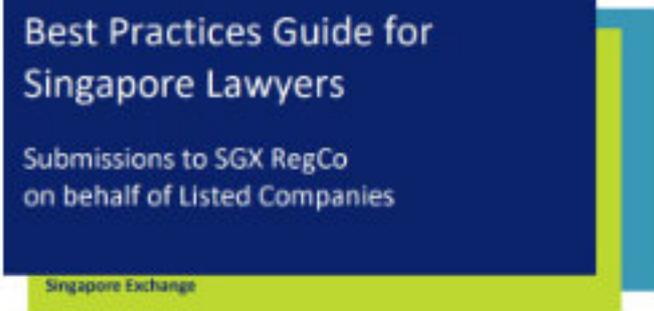
The Committee reviewed and provided input on the draft Best Practices Guide prepared by the Singapore Exchange Regulation (SGX RegCo) which sets out certain recommendations and best practices in the context of submissions by a Singapore lawyer to SGX RegCo on behalf of a listed company.

Subsequently, the Law Society of Singapore and SGX RegCo jointly issued the Guide in June 2020. The release of the Guide was widely covered by various media outlets. The Guide aims to enhance the corporate governance of listed companies and increase the standard and quality of the Corporate Bar.

### 2. Courses and Seminars

Due to the unexpected COVID-19 situation, the inaugural Corporate Law Day 2020, scheduled to be held in February 2020, was postponed to 2021. In substitution of this event, the Committee and the Singapore Academy of Law jointly organised a webinar on 1 July 2020 titled "Corporate Lawyer in an Unprecedented Time – Is Your Practice Staying Healthy?".

The webinar addressed issues such as whether traditional methods of deal-making had been rendered obsolete, whether time-honoured relationships such as employment should be looked upon differently and the effectiveness of interim legislative measures enacted to cope with COVID-19.



Singapore Exchange Regulation and Law Society Best Practices Guide for Singapore Lawyers

Jointly Organised



#### [WEBINAR] Corporate Lawyer in an Unprecedented Time – Is Your Practice Staying Healthy?

1 July 2020, Wednesday  
2.30pm – 6.00pm  
*This programme is conducted as a live webinar.*

Registration Fees	
Category	Fees (Inclusive of 7% GST and course materials)
Law Society Member	<del>SGD 30</del> Free <sup>1</sup>
SAL Member	<del>SGD 30</del> Free <sup>2</sup>



No. of Public CPD Points: 3.5

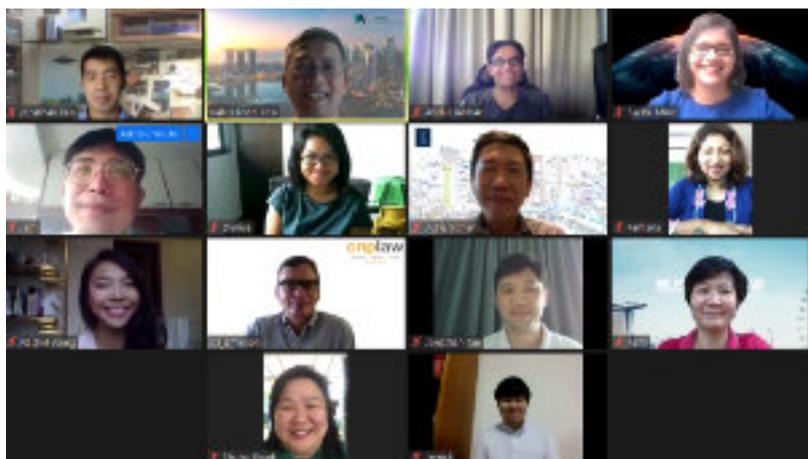
Practice Area: Corporate/Commercial

Training Level: General

<sup>1</sup>From 1 July to 31 December 2020, webinars are free for all LawSoc Members, under the Extraordinary Relief Package. *Terms and conditions apply.*

<sup>2</sup> Fee waiver is provided by SAL.

Brochure on [Webinar] Corporate Lawyer in an Unprecedented Time - Is Your Practice Staying Healthy?



| Corporate Practice Committee 2020

### 3. Consultations

In April 2020, the Committee was consulted on the review of the Singapore Limited Partnerships regime and provided its feedback to the Monetary Authority of Singapore (MAS) and the Accounting and Corporate Regulatory Authority (ACRA). In June 2020, the Law Society of Singapore was consulted by the Infocomm Media Development Authority (IMDA) on the Personal Data Protection Commission of Singapore's proposed Data Protection-as-a-Service programme. Additionally, the Law Society of Singapore was also consulted on the review of the Electronic Transactions Act by IMDA in the second half of 2019. The Committee, together with the Cybersecurity and Data Protection Committee provided feedback to IMDA on both consultations. Finally, the Committee provided feedback to ACRA in August 2020 on its consultation exercise to amend the Singapore Companies Act which had its aim to ensure Singapore's corporate laws and regulatory framework stay competitive.

### 4. Dialogues

The Committee attended dialogue sessions with ACRA on 21 October 2019 and 30 July 2020 to discuss issues encountered in the area of corporate law and to be apprised of the new initiatives and policies introduced by ACRA. The Committee also actively supports ACRA on an ongoing basis by providing feedback on corporate law and policy changes.

### Committee Members

Low Kah Keong - Chairperson  
 Farhana Ahmed Sharmeen - Vice-Chairperson  
 Chan Pengee Adrian - Council Representative  
 Abdul Jabbar Bin Karam Din  
 Chen Jianhao Kennedy  
 Chong Foo Nam Nicholas  
 Denise Sara Bryan  
 Huang Yen San Petrus  
 Jeremiah Huang WeiQuan  
 Kao Kwok Weng Jonathan  
 Kwok Shuhui  
 Leong Sheng Shun Kenneth  
 Sarita Misir  
 Sharon Wee Hsu Oon  
 Sing Faith Joy  
 Tan Chin Kwant, Jonathan  
 Tong Wei Min Raymond  
 William John Jamieson  
 Wong Li Ming Rachel

### Secretariat Representative

Ting Lim

# COURT PRACTICE CHAIRPERSONS

*Lisa Sam Hui Min, Co-Chairperson*  
*Michael S Chia, Co-Chairperson*

The Court Practice Chairpersons' Committee (the Committee) co-ordinates the work of practice committees involved with the State Courts and Family Justice Courts. The Committee also co-organises mission trips to engage with overseas Bar Associations and Law Societies on a practice level and to raise the profile of Singapore lawyers. During the period 1 September 2019 to 31 August 2020 (the Reporting Period), the Committee was involved in the following key activities and projects:

## 1. Mission Trip to Wellington, New Zealand (Mission Trip)

From 31 August to 5 September 2019, the Committee led a delegation of Singapore lawyers on a Mission Trip to Wellington, New Zealand. Representatives of the New Zealand Bar Association, New Zealand Law Society, and New Zealand Law Commission met with the delegation to discuss contemporary issues in legal practice.

The delegation also toured the Supreme Court of New Zealand and visited the specialist police facility Koru House, free legal advice centre Community Law Wellington, and leading barristers' set Thorndon Chambers.

On the final day of the Mission Trip, the delegation attended a ceremony celebrating the 150<sup>th</sup> anniversary of the New Zealand Law Society at the historic Old High Court. The ceremony was attended by several notable figures in the New Zealand legal industry, including the Honourable Chief Justice Rt Hon. Dame Helen Winkelmann GNZM.

Given the success of past Committee Mission Trips that provide opportunities to network and learn from overseas counterparts, the Committee had planned

to organise a Mission Trip to London in September 2020. However, due to the COVID-19 situation, the Mission Trip will be postponed to 2021.

## 2. Practitioners' Virtual Huddle Session

The Committee co-organised a virtual huddle session with the Family Law Practice Committee on 12 June 2020. This session enabled members to interact virtually with members of the Family Law Practice Committee, discuss the latest practice developments and issues that impact the family law bar such as remote hearings, delivering therapeutic justice.

## 3. Dialogue Meetings with the Courts

A key part of the Committee's role is to engage the Courts to ensure an open line of communication between the judiciary and members of the profession. During the Reporting Period, the Committee attended a total of 6 dialogue sessions with the State Courts and the Family Justice Courts.

Topics discussed include feedback on court protocols and practices arising out of the changing circumstances presented by COVID-19 as well as opportunities for collaboration with the Family Justice Courts on and promotion of the Law Society Mediation and Neutral Evaluation Schemes.

Additionally, between April 2019 and March 2020, the Committee raised with members of the Family Justice Courts issues raised by recent case law on the ambit of the jurisdiction of the Family Justice Courts.

Following a dialogue session with the Family Justice Courts on this topic in March 2020, Secretariat (Alvin Chen) prepared a discussion paper setting out detailed proposals for reviewing the jurisdiction of the Family Justice Courts. The discussion paper was submitted for consideration to the Family Justice Courts in June 2020 (with a copy extended to the Ministry of Law).

## **Committee Members**

Lisa Sam Hui Min - Co-Chairperson

Michael S Chia - Co-Chairperson

Chia Boon Teck - Council Representative

Samuel Chacko - Chairperson, Advocacy Committee

Chong Yee Leong - Co-Chairperson, ADR Committee

Chia Chor Leong - Co-Chairperson, ADR Committee

Tan May Lian, Felicia - Co-Chairperson, Civil Practice Committee

Edmund J Kronenburg - Co-Chairperson, Civil Practice Committee

Wong Hin Pkin Wendell - Chairperson, Criminal Practice Committee

Wong Kai Yun - Co-Chairperson, Family Law Practice Committee

Kee Lay Lian - Co-Chairperson, Family Law Practice Committee & Co-Chair, Probate Practice & Succession Planning Committee

Willy Tay Boon Chong - Co-Chairperson, PIPD Committee

Renuka Chettiar - Co-Chairperson, PIPD Committee

Goh Kok Yeow - Co-Chairperson, Probate Practice & Succession Planning Committee

Kuah Boon Theng, SC - Co-Chairperson, Mediation Committee

Lim Tat - Co-Chairperson, Mediation Committee

Jonathan Kao – Chairperson, IT Committee

Tham Keng Yue Gerald – Chairperson, Young Lawyers Committee

## **Secretariat Representative**

Ting Lim

# CRIMINAL PRACTICE

## *Wendell Wong, Chairperson*

This report is for the period 1 September 2019 to 31 August 2020.

It has been an unprecedented year for the Criminal Practice Committee (the Committee). The Criminal Bar and legal profession at large had to cope with the challenges brought on by COVID-19. After the initial impact of dramatic changes in the conduct of trials, hearings and mentions, the Criminal Bar has begun to adapt to the “new normal” and we have continued undaunted.

Before the circuit breaker period, the Committee held several in-person meetings but when it was no longer possible to meet face-to-face, the Committee moved to video-conferencing, adjusting to online platforms to continue the Committee’s work. The Committee continued its engagement with stakeholders from the courts and government agencies, addressing matters of concern to criminal practice and various issues affecting criminal practitioners.

### 1. Committee Meetings

On **8 November 2019** the Committee held its year-end meeting for 2019, looking back on a busy year and gearing up for 2020. The Committee discussed the Criminal Procedure Rules Committee and how the Rules being drafted would link with the provisions in the Criminal Procedure Code. The Committee also considered rising concerns about enforcement agencies asking lawyers to release confidential documents to them under section 20 of the Criminal Procedure Code. There was also an update on communication with the Attorney-General’s Chambers on Rule 31 of the Legal Profession (Professional Conduct) Rules.

The Committee held its kick-off meeting for 2020 on **5 February 2020** and addressed many pressing matters facing the Criminal Bar, and the Committee’s role in the push for the efficient and fair administration of criminal justice.

On **4 August 2020**, in view of the public health situation in the country, the Committee held its mid-year meeting via video-conference. Topics discussed included the AGC’s Standard Letter Template, Criminal Case Disclosure Conference timelines and impact of COVID-19 on conduct of trials.

### 2. Meetings and Dialogues

**13 September 2019:** Meeting with Lord Anthony Hughes of Ombersly, a former English judge of the UK Supreme Court. Lord Hughes was keen to learn about certain aspects of the criminal justice system in Singapore from the practitioner’s perspective.

**29 January 2020:** The Committee held a dialogue session with the AGC on their proposed Standard Letter Template to discuss the issue of legal advice and role of the investigating officer in relation to the delivery of any form advice to the members of the public. The importance of the right to counsel was also highlighted to AGC.

**3 April 2020:** The Supreme Court held a video-conference with Committee members and Council members to get views on conducting trials, hearings and mentions via the Zoom platform. The Committee also reached out to members with offers of technology related assistance including simple tasks like downloading of Zoom application etc.

**22 May 2020:** Committee members, together with President of the Law Society, held a video-conference dialogue with the Singapore Prison Service to discuss the COVID related measures Prisons were taking to keep the prison population and staff safe during this public health crisis.

**30 July 2020:** The Committee’s leadership team participated in the Court Practice Chairpersons Committee’s dialogue with the State Courts and presented the Defence Bar’s challenges during this time where PTCs and plead guilty mentions were heard remotely. The Committee put forward that

Defence Counsel should be given an option to be physically present during plead guilty mentions if they chose to. He received feedback from the Criminal Bar that with some of the first mentions, there may be a necessity for Defence Counsel to be physically present at the court to take clear instructions or explain submission of sentence to their client. The State Courts Bench accepted this and agreed to allow Defence Counsel to be present in court.

**31 August 2020:** The Committee held a dialogue session with the AGC to present Chambers with feedback from the Criminal Bar. Several important issues were raised such as publishing the AGC's sentencing tariffs on their website as well as the process of securing medical and psychiatric reports which the Defence deemed essential.

### 3. Townhalls

**30 October 2019:** A townhall was held at the State Courts Bar Room where the Committee Chair updated members of the Criminal Bar on the work of the Criminal Procedure Rules Committee as well as the AGC's position on the Rule 31 paper the Committee submitted in May 2019 to which the AGC responded in July 2019.

**28 February 2020:** A townhall was held at the State Courts Bar Room to gather views from the Criminal Bar on the AGC's Standard Letter Template. The Committee submitted a paper to the AGC on 6 March 2020 stating that the Committee took the position that the Standard Letter Template **did** amount to legal advice. The AGC responded on 24 April 2020 to say that the Investigating Officer would not hand the accused the Standard Letter Template. Instead, the AGC would upload their sentencing tariffs on their website instead.

### 4. Social Events

**4 September 2019:** SMU Coffee Chat organised by the Singapore Management University's Constitutional and Criminal Justice Club. Attended by Committee members, CLAS Advocates and 3 DPPs.

**8 November 2019:** Criminal Bar get together at Charlie's at Boat Quay.

## 5. Adjusting to Practice in the Time of COVID-19

On 7 April 2020 when the circuit breaker period commenced and elevated safe distancing measures were implemented, the courts heard only urgent and essential matters. All other matters were adjourned until further notice. As the circuit breaker measures gradually lifted, criminal non-trial matters in the State Courts commenced from 2 June 2020 and criminal trials commenced from 8 June 2020. Vacated trials during the circuit breaker period were allocated fresh dates according to priority, with cases involving persons in remand having top priority.

During Phase 1: Safe Re-Opening phase, remote hearings were conducted. As part of the measures to ensure the safety and good health of court users and officers of the court, Crime PTCs and CCDCs in the High Court commencing from 9 June 2020 were conducted via Zoom. The High Court conducted "dry runs" with various parties including the Defence, the Prosecution and Prisons to resolve administrative and technical issues.

To assist members to use Zoom or other virtual meeting and/or online collaboration tools, the Law Society launched a "Tech Support Facilitator" scheme. Under this scheme, members familiar with technology could sign up to be a Tech Support Facilitator to provide guidance and share tips with fellow practitioners who were facing difficulties using Zoom or other virtual meeting and online collaboration tools for work purposes. Many members stepped forward to assist fellow practitioners who were not as tech-savvy. Client confidentiality and other legal professional conduct rules were observed at all times.

The Criminal Bar will continue to adapt to evolving technology to continue serving clients better and to ensure adequate access to justice.

The Committee is also deeply aware of the need to show empathy, care and concern to fellow members of the Criminal Bar during these difficult times. We must remember that every member matters!

### **Committee Members**

Wendell Wong - Chairperson  
Suresh Damodara - Co-Vice-Chairperson  
Chenthil Kumar Kumarasingam -  
Co-Vice-Chairperson  
Ng Huiling Cheryl - Co-Vice-Chairperson  
Simran Kaur Toor - Council Representative  
Amogh Nallan Chakravarti  
Chia Ru Yun Megan Joan  
Chong Yi Mei  
Derek Kang Yu Hsien  
Eoon Zizhen Benedict  
Goh Peizhi Adeline  
Gopinath Pillai  
Ho Jun Yi  
Johannes Hadi  
Josephine Iezu Costan  
Lam Kuet Keng Steven John  
Lim Wan Yu Cheronne  
Lulla Ammar Khan  
Luo Ling Ling  
Malcolm Tan Ban Hoe  
Muntaz binte Zainuddin  
Navin Shanmugaraj Thevar  
Raphael Louis  
Sui Yi Siong  
Sunil Sudheesan  
Thong Chee Kun  
Vikram Rajan Ramasamy  
Professor Walter Woon Cheong Ming

### **Secretariat Representative**

Rejini Raman

# CYBER SECURITY AND DATA PROTECTION

*Lim Kian Kim, Co-Chairperson*  
*Lim Sui Yin Jeffrey, Co-Chairperson*

The reporting period (1 September 2019 to 31 August 2020) was another busy period for the Committee.

The Committee spearheaded various initiatives to promote greater cybersecurity resilience and improved data protection practices within the profession. The Committee also endeavoured to contribute to developments in cybersecurity and data protection law.

During this period, the Committee engaged in the following key activities:

- Assisted the Council of the Law Society to issue an advisory on critical vulnerabilities in Microsoft Windows operating systems in January 2020.
- Developed and launched the *Law Society's Guide to Cybersecurity for Law Practices* in March 2020. The Guide is intended to provide law practices with information on how to improve their cybersecurity practices. Members of the Law Society were consulted on the draft Guide in October 2019, and a preliminary talk on the Guide was conducted in September 2019, as part of the Law Society's seminar on "Cybersecurity, Data Breaches and Business E-mail Compromise".
- Following the launch of the Guide, on 12 June 2020, the Committee held an online introductory session on the Guide. The session was aimed at lawyers and support staff of law practices. It was well-attended,

with over 140 participants. During the session, the Committee delivered an introductory briefing on the Guide and answered questions on the Guide from participants.

- Looked into the creation of a webpage of resources relating to the Guide. The Committee aims to launch the webpage in 2020.
- Provided written feedback on private and public consultations by the Personal Data Protection Commission, including feedback on proposed amendments to the Personal Data Protection Act and related amendments to the Spam Control Act in June 2020.
- Hosted and attended discussions with key stakeholders and partner organisations in the area of cybersecurity and data protection regulation.
- Responded to Law Society members' queries on cybersecurity and data protection issues.

The Committee wishes to express its gratitude towards the various government agencies and other partner organisations for their continued support. With the advice of Council and the support of the Secretariat, the Committee will continue to look into initiatives to support Law Society members.



## Launch of Guide to Cybersecurity for Law Practices

Dear Member,

In October 2019, the Law Society's Cybersecurity and Data Protection Committee invited members to provide feedback on its draft Guide to Cybersecurity for Law Practices (the "Guide"). We thank members for their support and responses. The Guide was launched to members on 30 March 2020. Click [here](#) to access the Guide.

The Guide has been prepared with law practices of all types and sizes in mind. It has been developed with reference to international and local cybersecurity standards used in the information technology sector. It will be useful for lawyers, in-house information technology professionals in law practices and outsourced information technology vendors of law practices.

Members may refer to the Guide for guidance on how to strengthen their firms' cybersecurity resilience and to keep their information safe and secure. The Guide covers various domain security measures, and a corresponding list of good and enhanced practices in relation to each domain.

The domain security measures covered in the Guide are:

- Governance
- Asset Management
- Personal Computers, Removable Storage Media and Other Computing Devices
- Computer Networks
- Authentication, Authorisation and Passwords
- Data Management
- Email
- Websites and Web Applications
- Databases
- Cloud Computing

Law practices should take a risk-based approach in applying the Guide. This means that they should assess their organisational needs and determine which security measures are reasonable and appropriate for themselves, and in line with their operational requirements.

Members with queries about the Guide may write to the Law Society at [lg@lawsoc.org.sg](mailto:lg@lawsoc.org.sg). Members may also look forward to an upcoming webinar on the Guide. Details will be circulated at a later date.

*Circular on the launch of Law Society's Guide to Cybersecurity for Law Practices*

## Committee Members

Lim Kian Kim - Co-Chairperson  
 Lim Sui Yin Jeffrey - Co-Chairperson  
 Amira Nabila Budiayano - Co-Vice-Chairperson  
 Lua Limian Jeremy - Co-Vice-Chairperson  
 Pang Keep Ying Joey - Co-Vice-Chairperson  
 Lim Seng Siew - Council Representative  
 Avinderjit Singh  
 Aw Jansen  
 Chiam Zhi Wen, Nick  
 Chui Lijun  
 Darren Grayson Chng  
 David Alfred  
 Goh Chee How, Lanx  
 Ho Jun Yi  
 Kao Kwok Weng Jonathan  
 Lee Kher Sheng  
 Lee Sihui, Janice  
 Leow Jiamin  
 Lim Wei Xiang Darren  
 Maheswari Rani d/o Krishna  
 Os Agarwal  
 Ow Shi Jack  
 Phuah Kok Liang Marcus  
 Soo Ziyang, Daniel  
 Tan Ming Kirk Richard  
 Tay Yew Choon  
 Yeo Nadia

## Secretariat Representative

Stefanie Lim

# FAMILY LAW PRACTICE

***Kee Lay Lian, Co-Chairperson***  
***Wong Kai Yun, Co-Chairperson***

For the reporting period of 1 September 2019 to 31 August 2020, the Family Law Practice Committee (the Committee) had 9 monthly Committee meetings and has been involved in the following activities:

## 1. Task Groups

In the spirit of an all-inclusive approach to participation in the work of the Society, members were assigned to 5 task groups (from 1 January 2020) to work on various projects.

Some of the key tasks were to provide feedback:

- i. on the Family Justice Support Scheme;
- ii. to Legal Aid Bureau (LAB) on iLAB, Applicant's Portal and Specialist Legal Executive Scheme; and
- iii. to the Family Justice Courts (FJC) on Parenting Coordinator, Child Representative, Case Conference Checklist, Lit-Assist, teleconferencing for Case Conferences, remote hearings and Pre-writ mediation.

## 2. Member Engagement

The Committee sought to promote member engagement, including through the following:

- i. co-organised a CPD webinar with the Public and International Law Committee titled "The Greatest Challenge to Family Law since 1961 – Same-Sex Marriage and Adoption of Surrogate Children" on 20 May 2020; and
- ii. organised a virtual huddle session on "Coping with Recent Changes in Family Practice – Remote Hearings and Delivering Therapeutic Justice" on 12 June 2020 to promote member engagement.



| Family Law Practice Committee 2020

## 3. Dialogue Meetings with FJC

The Committee continues to engage in regular dialogue meetings with the FJC to receive updates and to provide feedback on matters pertaining to practice, procedure and access to justice. During the reporting period, the Committee participated in 4 dialogue meetings.

## 4. Consultations

On 1 November 2019, the Committee provided a submission to the Ministry of Social and Family Development (MSF) in response to its Public Consultation on the Recommendations submitted by the Committee to Review and Enhance Reforms in the Family Justice System. On 8 April 2020, the Committee provided a submission to the FJC on the COVID-19 Regulations.

## 5. Legal Assistance

Committee members continue to provide free legal advice at various venues/occasions/organisations including:

- i. The FJC Legal Clinic;
- ii. Macpherson and West Coast Meet-the-People-Sessions (MPS);
- iii. AWARE Singapore;
- iv. State Courts of Singapore;
- v. Community Justice Centre;
- vi. Singapore Council of Women’s Organisations;
- vii. South East Community Development Council;
- viii. Law Awareness Week;
- ix. SAFRA Singapore;
- x. MSF’s Panel Deputies Scheme;
- xi. LAB; and
- xii. Catholic Lawyer’s Guild legal clinic

## 6. Family Conference

Following from the successful Family Conferences in 2018 and 2019, the Committee is co-organising the third Family Conference on 14 and 15 September 2020 together with the Probate Practice Committee and the Muslim Law Practice Committee of the Law Society.

The Family Conference, being the Law Society’s first full conference organised in a live webinar format, covered a wide range of topics ranging from different perspectives on therapeutic justice, expanding the definition of guardianship, the best interests of the child, Singapore family law’s unique power to divide matrimonial assets, recognition and enforcement of foreign judgments for division of assets, multiplicity of proceedings in family and probate matters, and the jurisdictional issues between the Syariah and family courts.

The Family Conference was supported by the Ministry of Law, Supreme Court, State Courts, Family Justice Courts, Syariah Court, Ministry of Social and Family Development, National University of Singapore (Faculty of Law), Singapore Management University (School of Law), and Singapore University of Social Sciences (School of Law).



Publicity on Family Conference 2019

## **Committee Members**

Kee Lay Lian - Co-Chairperson  
Wong Kai Yun - Co-Chairperson  
Mirchandani Poonam Lachman -  
Co-Vice-Chairperson  
Teh Guek Ngor Engelin, SC -  
Co-Vice-Chairperson  
Chia Boon Teck - Council Representative  
Amolat Singh  
Ang Choo Poh Belinda  
Anuradha d/o Krishan Chand Sharma  
Audrey Liaw Shu Juan (Liao Shujuan)  
Chan Yu Xin  
Cheong Zhihui Ivan  
Dharmambal Shanti Jayaram  
Gloria James-Civetta  
Halijah Binte Mohamed  
Hoon Shu Mei, Sumanthi (Hong Shumei)  
Judy Ang Pei Xia  
Lai Ying Ling Jenny  
Lee Geck Hoon Ellen  
Lim Shu Fen  
Linda Joelle Ong  
Seet Pek Hian Harold  
Tan Hui Qing  
Tan Sze Xuan Cherie  
Tan Xuan Qi Dorothy  
Wang Liansheng  
Wong Chooi Teng, Sarah  
Wong Soo Chih  
Yeow Tin Tin Margaret

## **Secretariat Representative**

Ting Lim

# INFORMATION TECHNOLOGY

*Kao Kwok Weng, Jonathan (Gao Guorong), Chairperson*

This year, the Information Technology Committee focused on advising the Council on IT-related issues and supporting the Law Society's members during the Covid-19 pandemic.

For the reporting period 1 September 2019 to 31 August 2020, the Committee was engaged in the following key activities:

- **Resource Guide on Remote Working**

The Committee compiled a list of videos and tutorials on various software that law firms could use to enable working remotely. This resource guide was published in May 2020 as part of a *Singapore Law Gazette* article titled "Working Remotely – What Do I Need to Do?" by Council member Lim Seng Siew.

- **Contribution to the Law Society's Survey on the Impact of COVID-19**

A Sub-Committee assisted in the development of the Law Society's survey on the impact of COVID-19 on members, which was conducted in May 2020. The aims of the survey included obtaining feedback from members on their work-from-home experiences and finding out which measures were commonly adopted by members to support remote working.

- **Involvement in the Tech Support Facilitator Scheme**

The Law Society launched the Tech Support Facilitator scheme in April 2020 to support members in adapting to remote working. Under this scheme, volunteers could provide assistance to members who required guidance with using Zoom or other virtual meeting and online collaboration tools. Several members of the Committee acted as volunteers in this scheme.

 LAW GAZETTE

NEWS PRACTICE PROFILES SPECIALS SUPPLES OPINIONS LETTERS



## Working Remotely – What Do I Need to Do?

By Lim Seng Siew

With the issuance of the Infectious Diseases (Workplace Measures to Prevent Spread of COVID-19) Regulations 2020, gazetted on 1 April 2020, working remotely is no longer a luxury or optional benefit. It is now a requirement, and it is likely to remain that way, at least for the foreseeable future.

Many government services are already geared towards working remotely. Singapore Land Authority, Accounting and Corporate Regulatory Authority and the Judiciary all have web-based solutions for most, if not all, of their services. Legal research can be done online with Lawlist and Legal Wordsearch. This leaves only the law office. What should law offices do to enable working remotely? The Singapore Law Society has published a resource guide on this journey.

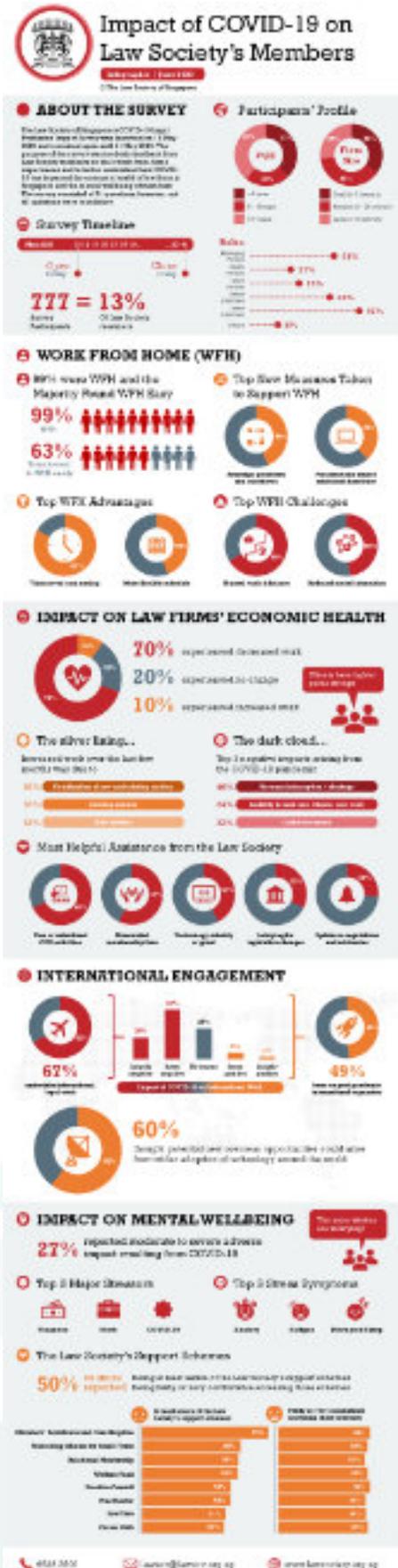
*Law Gazette article titled "Working Remotely - What Do I Need to Do?" By Council Member Lim Seng Siew*

- **IT-related Issues**

The Committee is continuously identifying opportunities to support members in respect of IT-related issues during the COVID-19 pandemic. The Committee continued to work on a publication to promote the exchange of legal correspondence by email.

- **TechLaw.Fest 2020**

The Committee will be participating in the TechLaw.Fest 2020, an event organised by the Singapore Academy of Law. It will be helping with the Law Society's virtual session on the adoption of legal technology in the profession. The TechLaw.Fest 2020 event will be held between 28 September to 2 October 2020.



Infographics on the "Impact of COVID-19 on Law Society's Members"

### Committee Members

- Kao Kwok Weng, Jonathan (Gao Guorong) - Chairperson
- Lim Seng Siew - Council Representative
- Allister Brendan Tan Yu Kuan
- Benjamin Cheong Mun Khein
- Chan Yu Meng
- Eugene Tan Song Jin
- Foo Yu Kang, Wilson (Fu Yukang)
- Gaw Ying Charn Benjamin
- Heng Jun Meng
- Kronenburg Edmund Jerome
- Kylie Peh Ying Zhi
- Lailatulqadriah Binte Jaffar
- Leow Jiamin
- Lim Mingguan
- Lim Tianjun
- Os Agarwal
- Pang Keep Ying, Joey (Peng Jirong)
- Sadasivan, Dharma Yongwen
- Soo Ziyang, Daniel
- Tan Ei Leen
- Wong HurYuin

### Secretariat Representative

Stefanie Lim

# INTELLECTUAL PROPERTY PRACTICE

*Foong Yew Cho Jonathan, Chairperson*

The Intellectual Property Practice Committee (the Committee) focuses on supporting Intellectual Property (IP) practitioners in the different areas of IP practice. The Committee is divided into 5 sub-committees as follows:

- Trade Marks;
- Patents;
- Enforcement;
- Design and Copyright; and
- Emerging Issues

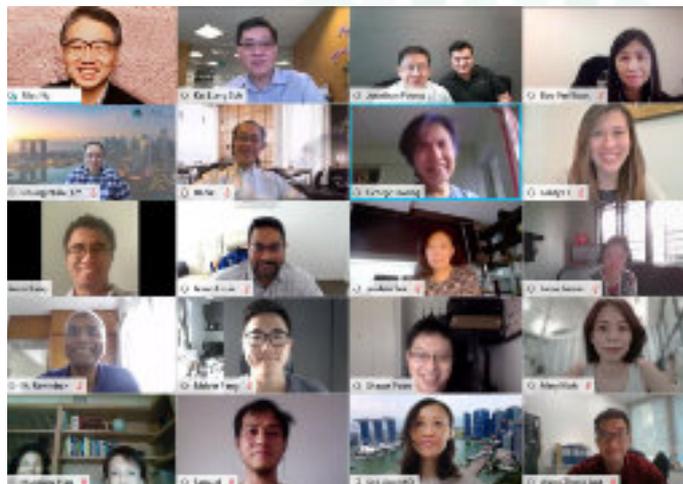
For the period 1 September 2019 to 31 August 2020 (the Reporting Period), the Committee engaged in the following activities:

## 1. Feedback and Consultations

The Committee has, through the course of the Reporting Period, actively participated in consultations to provide feedback on various initiatives. The Committee has, in consultation with its Design and Copyright Sub-Committee, provided feedback on the Ministry of Law's (MinLaw) public consultation on the Proposed Licence Conditions and Code of Conduct for Collective Management Organisations in July 2020.

## 2. Visit by Delegation of EPO Board of Appeal Members

On 27 November 2019, the Committee hosted a delegation from the European Patent Office (EPO) Board of Appeal. The EPO delegation provided information about the EPO and the Board of Appeal in particular and also discussed the IP landscape in the European Union. Other issues discussed included various strategies relating to the invalidation of a patent registered with the EPO in patent enforcement matters, and additional enforcement measures available to patentees and IP owners at trade fairs and seaports in Europe.



| Intellectual Property Practice Committee 2020

## 3. Dialogue Meetings

The Committee aims to contribute towards the development of the legal regime and practice of IP law in Singapore by engaging in regular dialogues with the Courts, MinLaw, IPOS and other stakeholders, either through informal tea sessions or correspondence on hot-button issues that affect the practice in general. Members of the Committee participated in an IP Arbitration Roundtable in January 2020 to discuss the promotion of IP arbitration in Singapore as well as a Legal Roundtable meeting convened by the Competition and Consumer Commission of Singapore in August 2020.

While many of the Committee's proposed dialogue sessions with external stakeholders have been placed on hold due to the COVID-19 situation, the Committee remains committed to resuming regular dialogue sessions as soon as practicable once conditions improve.

### **Committee Members**

Foong Yew Cho Jonathan - Chairperson  
Boo Yee Swan - Vice-Chairperson  
Koh Choon Guan Daniel -  
Council Representative  
Chew Heng Hwang (Zhou Henghuang)  
George Bonaventure Hwang  
Haq Tasneem Rehena  
Jevon Louis  
Kang Poh Sing Jason  
Lam Chung Nian  
Lee Su Yee  
Leow Jiamin  
Lim Ying Sin Daniel  
Meryl Koh Junning  
Moi Sok Ling  
Murgiana Haq  
Ng Chee Weng Max  
Pang Sze Ray, Melvin  
Poon Shunjie, Shawn  
Ravindran s/o Muthucumarasamy  
Samuel Wee Choong Sian  
See Siew Heok Jo-Ann  
Soh Kar Liang  
Tan Kee Leng  
Tan Lin Yin, Gladys  
Teng Hin Weng, Mark  
Wang Zheng, Just  
Wong Siew Hong

### **Secretariat Representative**

Ting Lim

# INTERNATIONAL RELATIONS

*Thio Shen Yi, SC, Chairperson*

During the period of 1 September 2019 to 31 August 2020, the Law Society hosted the following visits:

**5 August 2019**

Shenzhen Court of International Arbitration

**6 August 2019**

China Council for the Promotion of International Trade

**23 August 2019**

Sri Lanka-Singapore Business Council Business Delegation

**20 November 2019**

Ningbo Lawyers Association

**15 January 2020**

Paris Bar Association

**21 January 2020**

Mr Mishima Tomonori, Attorney, Judicial System Department, Ministry of Justice



*Visit by Shenzhen Court of International Arbitration*



*Delegation Visit - Mr Mishima Tomonori (second from left), Attorney, Judicial System Department, Ministry of Justice*

## Memorandum of Understanding (MOU)

To promote and strengthen the cooperation of Law Society of Singapore and overseas bar associations and the exchanges between Singapore lawyers and lawyers in overseas jurisdictions, the Law Society entered into several MOUs set out below.

**24 September 2019**

Seoul Bar Association

**25 November 2019**

Jiangsu Lawyers Association

**6 January 2020**

Daini Tokyo Bar Association

**17 January 2020**

Paris Bar Association



*Signing of Memorandum of Understanding between the Law Society and Seoul Bar Association*

## Lawyers Go Global

Launched in April 2018, Lawyers Go Global (LG2) is an initiative aimed at connecting Singapore legal expertise with overseas opportunities, through overseas missions, training as well as branding and marketing. The Committee regularly gives inputs to the LG2 team, and many members of the committee participated in the overseas Missions.

Members who are interested in participating in "Lawyers Go Global" programme can contact the Law Society's LG2 team at [goglobal@lawsoc.org.sg](mailto:goglobal@lawsoc.org.sg) for more information.

As part of the branding for "The Singapore Lawyer", a microsite was launched. The microsite can be accessed at <https://thesingaporelawyer.sg/>.



*Signing of Memorandum of Understanding between the Law Society and Daini Tokyo Bar Association*

## Regionalisation and COVID-19

A Mission to Vietnam was scheduled to take place end of February 2020, with a market familiarisation workshop on Vietnam taking place mid of February 2020. Owing to the COVID-19 outbreak which affected many regional countries, a decision was made to postpone the Mission until the outbreak is contained.

During the Circuit Breaker period in Singapore, the LG2 team continued its work of preparing lawyers for regionalisation in a post-COVID world. Webinars on new market trends and post-COVID new world order were organised. In a survey on the impact of the COVID-19 on the legal profession conducted in May 2020, 60% of the respondents were optimistic that with the wider adoption of technology in response to COVID-19, there will be new opportunities from overseas, while 49% stated that they are planning to expand their international practice in the post COVID-19 phase. A survey specifically on regionalisation will be conducted in August 2020 to formulate LG2’s strategy for assisting members to regionalize.

## Exchange Programme

### 1. Guangdong Lawyers Association

Following a successful attachment programme by Guangdong Lawyers Association (GLA) where GLA sent 21 lawyers to be attached to Singapore law firms in March 2019, a delegation of 11 Singapore lawyers was sent to be attached to law firms in Guangzhou and Shenzhen in late August 2019. While there, the Singapore lawyers were also invited to participate in the “Second China (Guangdong) ‘Belt and Road’ Legal Service Forum” as speakers and panelists.

### 2. Jiangsu Lawyers Association

Following the success of the Exchange Programme with Guangdong Lawyers Association and the reciprocal attachment opportunities to Shenzhen and Guangdong law firms, Jiangsu Lawyers Association and the Law Society of Singapore organised a two-week exchange programme for 27 Jiangsu lawyers to understand Singapore’s law practices, and Singapore’s legal system from 25 November to 6 December 2019.

The intention is to facilitate exchange of knowledge and networking opportunities between Singapore and Jiangsu lawyers, and to



Participants from Guangdong Lawyers Association



Participants from Jiangsu Lawyers Association

further support the business cooperation between the two legal service industries.

Arising from this successful exchange, we are looking forward to hosting more exchange programmes from overseas.

### 3. *Seoul Bar Association*

Talks with Seoul Bar Association started in late 2019 for an exchange programme where lawyers from South Korea would be sent to Singapore and a delegation of Singapore would be sent to Seoul for attachment. This was scheduled to take place in March 2020 but due to the COVID-19 outbreak, this exchange is temporarily put on hold.

## Opening of Legal Year (OLY)

The committee assisted Council to plan and coordinate for the OLY programme, including the Presidents' roundtable dialogue.

## Committee Members

Thio Shen Yi, SC - Chairperson  
 Kronenburg Edmund Jerome - Vice-Chairperson  
 Yeoh Jun Wei Derric - Council Representative  
 Allister Brendan Tan Yu Kuan  
 Angela Lim Loke San  
 Anthony John Grundy  
 Anthony Yvette Loretta  
 Asiyah Binte Ahmad Arif  
 Benjamin Huges  
 Chew Gek Tee, Sally  
 Chua Han Yuan, Kenneth (Cai Hanyuan)  
 Debbie Ooi Yu Ting  
 Foo Han Yin (Fu Hanyin)  
 Gloria James-Civetta  
 Hsu En Chieh @ Annia Hsu  
 Jeremiah Huang WeiQuan  
 Kanyakumari d/o Veerasamy  
 Khelvin Xu Cunhan  
 Krishna Elan  
 Nguyen Vu Lan  
 Pardeep Singh Khosa  
 Prasad s/o Karunakarn  
 Raeza Khaled Salem Ibrahim  
 Rengarajoo s/o Rengasamy Balasamy  
 Simrin Sindhu  
 Song Ruoh Jin  
 Tan Tse Chia, Patrick  
 Tee Liang Shi  
 Teh Jing Hui  
 Thara Rubini Gopalan  
 Tong Wei Min, Raymond  
 Wan Rui Jie, Erwin  
 Zheng Xi

## Secretariat Representative

Shawn Toh

# MEDIATION

*Kuah Boon Theng, SC, Co-Chairperson*  
*Lim Tat, Co-Chairperson*

The Mediation Committee (the Committee) was formed in 2020 in recognition of the increasing significance of mediation in the fields of local and international dispute resolution. The Committee is focused on the promotion of mediation as an expedient and efficient form of alternative dispute resolution as well as the provision of training and guidance to mediators. The Committee comprises 3 sub-committees: Activities, Training, and Law Society Mediation Scheme (LSMS).

For the period 1 September 2019 to 31 August 2020 (the Reporting Period), the Mediation Committee engaged in the following key activities and projects:

## 1. Law Society Mediation Scheme

The Law Society administers a full suite of alternative dispute resolution options consisting of the Law Society Arbitration Scheme, the Law Society Neutral Evaluation and Determination Scheme, and the LSMS. The Committee is tasked to oversee and promote the LSMS, which has seen steady growth in take-up since its launch in 2017 and received a surge of applications subsequent to the signing of the Singapore Convention on Mediation on 7 August 2019.

In view of the challenges posed by the COVID-19 situation during the course of the Reporting Period, the Committee has overseen the introduction of remote mediation services to allow LSMS matters to be conducted via video-conference as an alternative to traditional in-person mediation sessions.

The Committee has also pursued opportunities to raise the profile of the LSMS via collaboration with industry organisations such as the Tripartite Alliance for Dispute Management and the Family Justice Courts. To facilitate these collaborations, the LSMS Sub-Committee has undertaken a detailed review of LSMS protocols and is currently working towards the establishment of a specialist family law Panel of Mediators. These projects are expected to continue into next year and beyond.

## 2. Webinar on Mediation for Intellectual Property Disputes

The Committee has engaged with representatives of the Intellectual Property Practice Committee and World Intellectual Property Organization to collaborate on a webinar discussing mediation in the context of intellectual property disputes. The webinar is scheduled to take place in the fourth quarter of 2020.

## 3. Dialogues

Co-Chairpersons Kuah Boon Theng and Lim Tat represent the Committee on the Law Society Court Practice Chairpersons' Committee, which plays an important role in engaging with the courts to maintain an open line of communication between the judiciary and members of the profession. During the Reporting Period, the Co-Chairpersons participated in dialogue sessions with the State Courts and the Family Justice Courts to discuss opportunities for the provision of mediation services under the LSMS as well as to provide feedback on court protocols and practices arising out of the changing circumstances presented by COVID-19.

### **Committee Members**

Kuah Boon Theng, SC - Co-Chairperson

Lim Tat - Co-Chairperson

See Chern Yang - Vice-Chairperson

Low Ying Li, Christine -

Council Representative

Abdul Salim Ahmed Ibrahim

Charmaine Yap Yun Ning

Chia Chor Leong

Goh Choong Sien, Aloysius

Kwek Yiu Wing, Kevin

Liew Yik Wee

Sandhu Vivienne Kaur

Tan Shien Loon, Lawrence

Yeow Tin Tin, Margaret

Yuen Djia Chiang, Jonathan

### **Secretariat Representative**

Ting Lim

# MUSLIM LAW PRACTICE

*Ahmad Nizam Bin Abbas, Co-Chairperson*  
*Abdul Rahman Bin Mohd Hanipah, Co-Chairperson*

For the reporting period of 1 September 2019 to 31 August 2020, the Muslim Law Practice Committee (the Committee) was active in the following initiatives:

## 1. Family Conference

Building on the success of the Family Conferences in 2018 and 2019, the Committee together with the Family Law Practice Committee and the Probate Practice Committee is co-organising the third Family Conference in the form of a webinar on 14 and 15 September 2020. Co-Chairperson Abdul Rahman, and Committee members Norhakim and Mohamed Fazal were members in the Organising Committee of the Conference.

## 2. Annual Lunch with the Association of Muslim Lawyers (AML)

The Committee and Council of the Law Society continued its annual lunch engagement with the AML on 15 October 2019 to explore possible opportunities for collaboration between both organisations.

## 3. Ahmad Ibrahim Prize in Islamic Law

The Committee championed this meaningful initiative to establish an academia prize at the National University of Singapore Faculty of Law to award the best student in the elective module of Islamic Law. The "Ahmad Ibrahim Prize in Islamic Law" was established in memory of Professor Ahmad Ibrahim who was Singapore's first Attorney-General and contributed significantly to the development of Islamic Law in Singapore and will be first awarded in the 2020/2021 academic year.



| Annual Lunch with the Association of Muslim Lawyers

## 4. Singapore Council of Women's Organisations (SCWO) Monthly Legal Clinics

Members of the Committee continue to volunteer and assist in the provision of legal advice to members of the public at the SCWO's monthly legal clinics, with the first session conducted via Zoom on 15 June 2020 during COVID-19.

## 5. Dialogue Meetings with the Syariah Court

Some Committee members attended a dialogue meeting with the Syariah Court on 31 October 2019 and provided feedback to Syariah Court's proposed electronic filing and case management system. The Committee continues to engage in dialogues with the Syariah Court to share concerns of practitioners.



Muslim Law Practice Committee Social Dinner

## 6. Engagement with Majlis Ugama Islam Singapore (MUIS)

The Committee seeks to continue working with MUIS on identifying legal issues on the ground surrounding inheritance of Muslim estates and recommending practical solutions through the harmonisation of Muslim Law with other laws of the land.

### Committee Members

Ahmad Nizam Bin Abbas - Co-Chairperson  
 Abdul Rahman Bin Mohd Hanipah -  
 Co-Chairperson  
 Md Noor E Adnaan - Council Representative  
 Abdul Rohim Bin Sarip  
 Fadzli Bin Hussen  
 Ferzana Fareen Haq  
 Halijah Binte Mohamad  
 Haryadi Hadi  
 Kannan Nadarajan  
 Mohammad Rizuan Bin Mohammad Yasin  
 Mohamed Fazal Bin Abdul Hamid  
 Mumtaj Banu d/o Abdul Kalam Azad  
 Murgiana Haq  
 Noor Syuhada Mohamad Rafeek  
 Norhakim Bin Md Shah  
 Nur Liyana Binte Mohamed Sinwan  
 Rebecca Vathanasin  
 Renaro Daniel Ezra Bunyamin  
 Saburabi Nila Ibrahim  
 Syafiqah Bte Ahmad Fu'ad  
 Yasmeen Jamil Marican

### Secretariat Representative

Ting Lim

# PERSONAL INJURY AND PROPERTY DAMAGE

*Willy Tay Boon Chong, Co-Chairperson*

*Renuka d/o Karuppan Chettiar, Co-Chairperson*

The Personal Injury and Property Damage Committee (the Committee) presents its report for the period 1 September 2019 to 31 August 2020. Information regarding the Committee's key activities and projects for the reporting period is as follows:

## 1. PIPD 2020 Seminar

The Committee organised a seminar on 26 March 2020 which enabled participants to:

- Broaden their understanding of the rules and legal principles in action to Single Joint Experts and under Order 10, rule 5(3) of the Rules of Court;
- Learn more about the Motor Accident Claims Online (MACO) which is part of an online dispute resolution system developed by SAL for the purposes of assisting parties (and their lawyers) involved in motor accidents to resolve disputes out of court and also be better prepared when it is launched;
- Broaden their understanding of the role of a forensic expert as well as expert reports and how to effectively cross-examine a forensic expert witness; and
- Keep abreast of the recent developments and reforms in relation to the Work Injury Compensation Act (Cap 354) (WICA) and WICA claims.

The seminar was graced by the Honourable District Judge Chiah Kok Khun of State Courts and Mr Rama Tiwari, Chief Digital Officer of Singapore Academy of Law (SAL). The seminar was a first in many aspects. It was the first time that it was conducted as a webinar. It was the first time that a member of the judiciary as well as a representative from SAL had graced the seminar. It was a first time that the number of attendees crossed the 300 mark.

## 2. PIPD Virtual Huddle Session

On 23 July 2020, the Committee organised its inaugural PIPD Virtual Huddle Session (Virtual Huddle) which aimed to be an information exchange and feedback session for the PIPD Bar on the recent changes to court practice. The President, Mr Gregory Vijayendran, SC attended the Virtual Huddle and delivered the opening remarks.

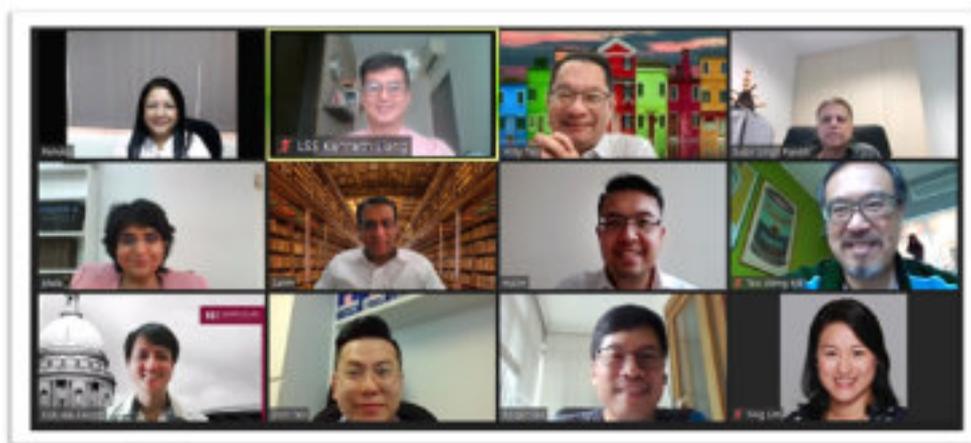
## 3. Dialogues with Stakeholders

### The State Courts

In August (before the reporting period) and October 2019, the Committee had dialogue sessions with the State Courts and provided feedback on the various quantum ranges of general damages for pain and suffering in the different categories of personal injuries which was to be incorporated into the Outcome Simulator of MACO.

The Committee had a dialogue session with the State Courts Centre for Dispute Resolution (SCCDR) on 2 June 2020 to discuss issues relating to the specially managed "anchor tenant" slots before the SCCDR and updates on measures to manage cases that had been adjourned due to the COVID-19 Circuit Breaker, as well as the fresh cases coming on stream. Following the dialogue, the Committee issued an e-blast to share the outcome of the discussion with members.

The Committee provided feedback on the draft State Courts Registrar's Circular for asynchronous hearings and processing of pre-Assessment of damages dispute resolution conferences on 19 June 2020. Subsequently, on 24 June 2020, the Committee attended a dialogue session with the State Courts Civil Justice Division to discuss the draft State Courts Registrar's Circular.



| Personal Injury and Property Damage Committee 2020

## The SAL

Further, the Committee had dialogue sessions with the SAL in December 2019 and February 2020, to discuss the MACO Outcome Simulator, which was then expected to be launched in early 2020. In March 2020, the Committee and some members of the PIPD bar were granted access to the MACO Outcome Simulator portal and both the liability and quantum simulators were tested vigorously by members. A survey was also conducted to gather feedback from members on the MACO liability and quantum simulators. On 16 June 2020, the Committee's feedback together with its recommendations were provided to SAL.

## 4. Other Key Initiatives

The Committee is working on a Best Practices Guide for Junior Lawyers and continues to work with the Mediation Committee to explore the possibility of setting up a specialised panel under the Law Society Mediation Scheme for PIPD matters.

### Committee Members

Tay Boon Chong, Willy - Co-Chairperson  
 Renuka d/o Karuppan Chettiar -  
 Co-Chairperson  
 Abdul Salim Ahmed Ibrahim -  
 Co-Vice-Chairperson  
 Yap Tai San Paul - Co-Vice-Chairperson  
 Sam Hui Min, Lisa - Council Representative  
 Abdul Halim Bin Rosalan  
 Anparasan s/o Kamachi  
 Constance Margreat Paglar  
 Gokulamurali s/o Haridas  
 Kok Yee Keong (Guo Yiqiang)  
 Lim Chui Ling, Catherine  
 Lin Hui Yint, Sharon  
 Namasivayam Srinivasan  
 Nirmala Ravindran  
 Shabira Banu d/o Abdul Kalam Azad  
 Subir Singh Panoo  
 Tan Jun Hao, Don (Chen Junhao)  
 Teo Weng Kie  
 Viviene Kaur Sandhu  
 Yek Nai Hui, Roger  
 Yeo Kim Hai Patrick

### Secretariat Representative

Ting Lim

# PROBATE PRACTICE AND SUCCESSION PLANNING

*Goh Kok Yeow, Co-Chairperson*  
*Kee Lay Lian, Co-Chairperson*

The Probate Practice Committee (Committee) has, for the period 1 September 2019 to 31 August 2020, been actively involved in a variety of activities relating to its remit of being the voice of the Law Society of Singapore in probate, wills administration as well as succession planning matters. The main activities which the Committee was engaged in are as follows:

## 1. Family Conference 2020

Building on the success of the Family Conferences in 2018 and 2019, the Committee continues its collaboration with the Family Law Practice Committee and Muslim Law Practice Committee to co-organise the Family Conference in the form of webinar on 14 and 15 September 2020. Co-Chairperson Lay Lian and Co-Vice-Chairpersons were members in the Organising Committee of the Conference.

## 2. Seminar

The Committee organised a webinar “The MCA’s 1<sup>st</sup> Decade – A Mini Retrospective: Did the MCA create a Pandora’s Box for Lawyers” on 24 March 2020. This seminar focused on problems arising from applications for deputyship orders under the MCA and whether lawyers have a duty to assess and determine their client’s mental capacity and if so, the expectation of lawyers. Co-Chairperson Kok Yeow and Co-Vice Chairperson Yue-En were speakers of the seminar.



**The MCA's 1st Decade - A Mini Retrospective: Did the MCA create a Pandora's Box for Lawyers?**  
24 March 2020, Tuesday  
2.30pm – 5.00pm

The URA Centre  
45 Maxwell Road  
5th Storey (Podium Block) – Function Hall  
Singapore 069118

[Register Now!](#)



No. of Public CPD Points: 2.0  
Practice Area: Private Client  
Training Level: General

### About the Programme

March 2020 marks the 10th anniversary of the Mental Capacity Act coming into force. The MCA was a revolutionary piece of legislation, transforming the law relating to mental capacity (or more accurately, mental incapacity), thereby eliminating many problem areas for lawyers (and the lay population). However, over time, different problems have emerged as a result of the MCA.

This seminar will focus on 2 timely areas:

1. Problems arising from applications for deputyship orders under the MCA; and
2. Whether lawyers have a duty to assess and determine their clients' mental capacity, and if so, what is expected of lawyers. This is important in the light of recent Singapore cases – such as Re BKR (and the satellite disciplinary proceedings in connection with the case) and BUJ v BUJ.

### Speakers

- Goh Kok Yeow – Head of Probate / Trusts Practice, De Souza Lim & Goh
- Aileen Chua – Associate, Gih Li & Lee LLP
- Cheong Yui-En – Head of Mental Capacity & Legacy Planning Department, DOWD Law Practice LLC

[More details](#)

[Register Now!](#)

Allocation of seats is on a first-come, first-served basis.  
Registration closes on 17 March 2020, 5pm, or when all seats are filled.

CPD seminar circular on *The MCA's 1<sup>st</sup> Decade - A Mini-Retrospective: Did the MCA Create a Pandora's Box for Lawyers?*



| Probate Practice and Succession Planning Committee 2020

### 3. Dialogue Meetings with the Family Justice Courts and the Office of the Public Guardian

The Committee continued to engage the Family Justice Courts through dialogue meetings on 18 November 2019 and 18 May 2020 on matters relating to Rules and Practice Directions with regards to proceedings under the Probate and Administration Act, Mental Capacity Act, Wills Act, and other related legislation.

The Committee also engaged the Office of the Public Guardian regarding issues pertaining to the Mental Capacity Act.

### 4. Consultations

In November 2019, the Committee contributed to the Society's submission to the Ministry of Social and Family Development in response to the public consultation on Recommendations submitted by the Committee to Review and Enhance Reforms in the Family Justice System.

### 5. Other Initiatives

Co-Chairperson Goh Kok Yeow represented the Committee during the 2019 Court Practice Chairpersons' Committee Mission Trip to Wellington, New Zealand where the delegation visited the New Zealand Bar Association, Law Society, Law Commission, Wellington Community Law Centre, and Supreme Court of New Zealand.

#### Committee Members

Goh Kok Yeow - Co-Chairperson  
 Kee Lay Lian - Co-Chairperson  
 Kanyakumari d/o Veerasamy -  
 Co-Vice-Chairperson  
 Chong Yue-En - Co-Vice-Chairperson  
 Md Noor E Adnaan - Council Representative  
 Bhargavan Sujatha  
 Chugani Ashok Kan  
 Joel Wee Tze Sing (Joel Huang Zhixing)  
 Leon Kwong Wing  
 Lim Shu Fen  
 Professor Tang Hang Wu  
 Sim Bock Eng  
 Sundareswara Sharma  
 Tan Shen Kiat  
 Tan Tse Chia, Patrick  
 Tan-Goh Song Gek, Alice  
 Yap Lan Hiang, Vicky  
 Yeow Tin Tin, Margaret

#### Secretariat Representative

Ting Lim

# PUBLIC AND INTERNATIONAL LAW

*Prakash Pillai, Chairperson*

This report is for the period  
1 September 2019 to 31 August 2020.

For the reporting period, the Committee organised several important events.

## 1. Public Law Conference 2019

This one-day conference was held on 8 October 2019 to promote interest in the administrative and constitutional law of Singapore, highlight new judicial decisions and facilitate discussion of recent developments in these areas of law. It drew a good turnout of more than 130 participants.

Chair of the Committee, Mr Prakash Pillai delivered the welcome remarks and President of the Law Society, Mr Gregory Vijayendran SC gave the keynote address. Three plenary sessions covered 3 topical issues.

Session 1 was titled, "Constitutional Interpretation: Analysing Recent Approaches" and the speakers were Ms Low Siew Leng from the Attorney-General's Chambers, Dr Jaclyn Neo and Dr Kevin from the National University of Singapore.

Session 2 was titled, "Freedom of Speech – Contextualized or Circumscribed" and the speakers were Professor David Tan from NUS and Mr Remy Choo from Peter Low & Choo LLC. Plenary session 2 was "Hot Button Public Law Issues in Singapore" and the speakers were Ms Aurill Kam from Legal Clinic LLC, Dr Jack Lee from the Singapore Academy of Law and Mr Benjamin Ong from the Singapore Management University.

Dr Michael Hwang SC, Vice- Chair of the Committee ended the conference by highlighting how the amount of law in the public law sphere has increased and called on lawyers to participate in the important national conversations on public law issues.



Public Law  
Conference 2019

## 2. 70<sup>th</sup> Anniversary of the Geneva Conventions and 70 Years of the Singapore Red Cross

Law Society was co-organiser of this event, together with Singapore Red Cross, the International Committee of the Red Cross, the Law Faculty of the National University of Singapore, and the Swiss Embassy in Singapore, with the National Library Board being the venue sponsor. The event took place on 25 September 2019.

SMS Edwin Tong was the Guest-of-Honour and delivered the keynote address. The Committee was strongly represented among the speakers. Committee Vice-Chair, Dr Michael Hwang SC, was the chair of the panel discussion which featured among others PILC members Dr Kevin Tan and Mr Jeffrey Chan SC and Mr Kenneth Lim of Allen & Gledhill LLP. More than 200 persons attended the event. Most were lawyers and law students. Also present were government legal officers, members of the Diplomatic Corps and other members of the public.

This seminar was the first occasion that various stakeholders of the Geneva Conventions and International Humanitarian Law generally in Singapore came together to organise an IHL event. Feedback was extremely positive and there are plans to hold regular events to raise awareness of IHL in Singapore.



Public Law Conference 2019

## 3. Seminar on Recent English Developments on the Enforcements of Judgments and Awards against State Assets

On 29 October 2019, Professor Khawar Qureshi QC was the speaker at a seminar on the approach of the English Courts with particular reference to the scope of State Immunity, the identification of commercial assets of a State, as well as the impact of separate legal personality with regard to the assets of State Corporation which may be targeted for enforcement measures.

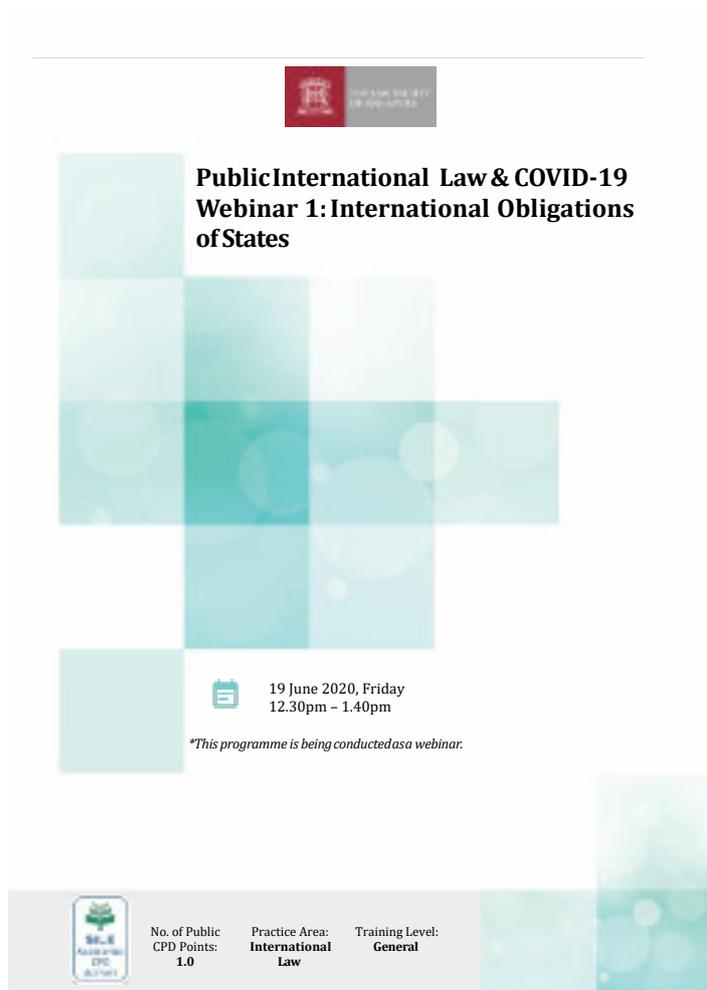
## 4. Public International Law and COVID-19 Webinars

The Committee remained committed to holding seminars despite the public health crisis wrought by COVID-19. The Committee planned a series of four webinars exploring the public international law aspects of the COVID-19 global health situation.

The first webinar, “International Obligation of States” was held on 19 June 2020 with Committee Chair Prakash Pillai, Committee member Charis Tan and Director at the Centre for International Law at NUS Dr Nilufer Oral as the speakers.

The second webinar, “Public International Law After COVID-19” was held on 20 July 2020 with Committee Chair Prakash Pillai and Dean of NUS Law Professor Simon Chesterman as the speakers.

The last webinar falling within the reporting period was held on 28 August 2020 titled “Investment Treaty Protection”. The speakers for this webinar were Nicholas Lingard from Freshfields Bruckhaus Deringer, Singapore and Professor Chester Brown from the University of Sydney Law School. Committee member Dr Romesh Weeramantry delivered the opening remarks and moderated the panel.



**Public International Law & COVID-19  
Webinar 1: International Obligations  
of States**

19 June 2020, Friday  
12.30pm – 1.40pm

*\*This programme is being conducted as a webinar.*

	No. of Public CPD Points: <b>1.0</b>	Practice Area: <b>International Law</b>	Training Level: <b>General</b>
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*Brochure on Public International Law & COVID-19 Webinar 1 :  
International Obligations of States*

## Committee Members

Prakash Pillai - Chairperson  
 Dr Michael Hwang, SC - Vice-Chairperson  
 Tan Beng Hwee Paul - Council Representative  
 Anthony Cheah Nicholls  
 Anthony Yvette Loretta  
 Chan Min Jian  
 Chan Wah Teck Jeffrey, SC  
 Chang Jun Siang, Aloysius  
 David Isidore Tan Huang Loong  
 Dr Jack Lee Tsen-Ta  
 Kevin Elbert  
 Dr Kevin Tan  
 Koh En Da Matthew  
 Koh Junxiang  
 Lee Soong Yan, Kevin  
 Lim Si Cheng  
 Dr Neo Ling Chien Jaclyn  
 Romesh Weeramantry  
 Tan En Pin Charis  
 Toh Jia Yi  
 Yvonne Mak Hui-Lin

## Secretariat Representative

Rejini Raman

# PUBLICATIONS

**Malathi Das, Co-Chairperson**  
**Vincent Leow, Co-Chairperson**

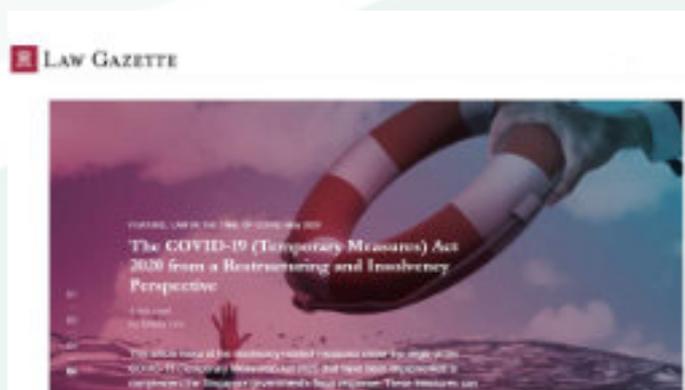
The Publications Committee (the Committee) which includes the following Sub-committees: Mass call magazine (chaired by Kishan Pillay), Annual report (chaired by Vincent Leow) and Writing seminar (chaired by Fong Wei Li) oversees the following publications and projects of the Law Society:

## 1. Singapore Law Gazette

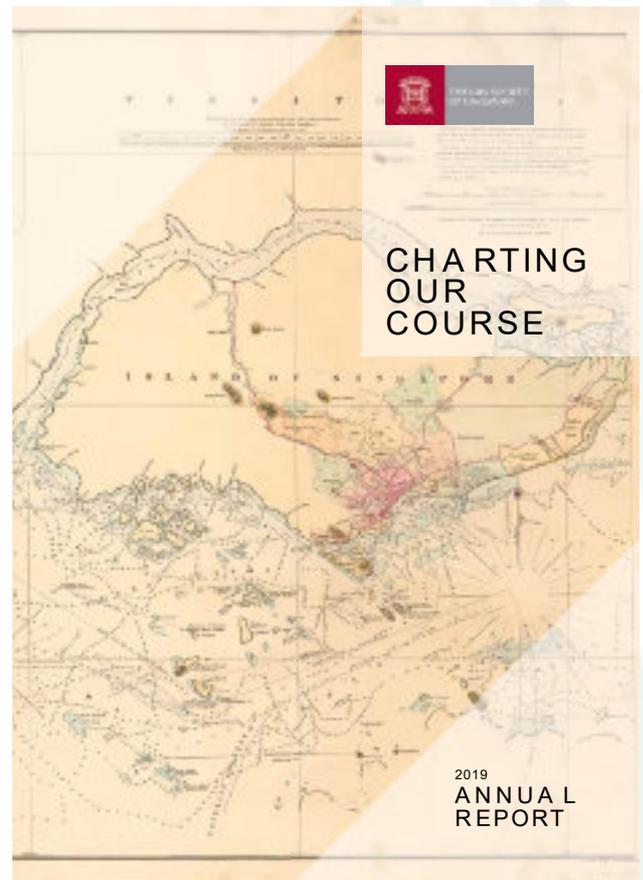
The Committee publishes the official monthly magazine of the Law Society, The Singapore Law Gazette (The Law Gazette ). The Committee not only assists in the commissioning, writing and proof-reading of each issue but also periodically curates special thematic issues. During the reporting period, the Committee produced a thematic issue on "Employment" in November 2019, one on "Law in the Time of COVID" in May 2020 and another titled "Citizen Journalist or Cyber Propagandist" in June 2020.

Since January 2018, the Law Gazette has gone fully digital at [www.lawgazette.com.sg](http://www.lawgazette.com.sg).

Every month we inform members via edm when a new issue is uploaded. The Law Gazette averages 18,000 page views per month and continues to gain traction.



| Article on COVID-19 in May issue of the Law Gazette



| Annual Report 2019

## 2. Law Gazette Awards

The Law Gazette Awards were introduced in 2013 to recognise our writers for their contributions to the Law Gazette , and to encourage the writing of good quality articles.

We awarded 2 prizes last year for best feature; the first was by Assistant Professor Swati Jhaveri titled "Administrative Law in Singapore: Recent Developments and Looking Ahead" and the other by Debby Lim and Jonathan Muk titled "Consciously Uncoupling: Court of Appeal Becomes Conscious to Unconscionability in Bom v Bok ".

Apart from receiving book vouchers as prizes, the Committee also specially commissioned a plaque in the shape of a book for each of the winners. The Committee, at the time of writing of this report, is undertaking the nominations for the 2020 awards. The Awards are judged by a panel of experienced volunteers from the judiciary, legal profession and academia.

### 3. Mass Call Magazine

Each year, the Committee publishes a magazine for newly-called lawyers which is given out at the annual Mass Call event. This year, due to COVID-19, Mass Call will be held via Zoom, and we have thus published only the electronic version of the magazine, which was also the August issue of the Law Gazette.

The Law Society has prepared a virtual goody bag for the newly called lawyers, and the online magazine will be available as a link in the virtual goody bag.

This year's theme is "Boldly into the Future" with a range of articles including:

- a. Important and basic skills needed by all lawyers by Justice Choo Han Teck
- b. Why etiquette matters by Alvin Chen;
- c. Surviving despite challenging times by Chew Kiat Jinn and Adam Maniam who were called to the Bar during SARS in 2003 and the global financial crisis in 2008 respectively;
- d. What interns and trainees need to know by Sanjiv Rajan;
- e. Practical tips on lawyering during COVID by Emmanuel Duncan Chua;
- f. The junior counsel survival guide by Benjamin Lim;
- g. Cutting your teeth at an arbitral institution by Chris Bloch;
- h. Making the most of being a junior lawyer in the present times by Joseph Wong;
- i. Perspective of life as a young lawyer by Tan Shen Kiat
- j. Pro bono tips for new lawyers by Cai Chengying; and
- k. Practical tips on managing files for young lawyers by Angeline Poon.

### 4. Legal Writing Seminar

The Committee conducted a seminar titled "Digital Communication – Boon or Bane" on 7 November 2019. The speakers were Fong Wei Li and Nicholas Poon and the seminar saw a turnout of 83 participants.

### 5. Online Directory of Law Practices and Lawyers

The online Directory has consistently been among the top 5 most visited sections of the Society's website. This year as part of the Society's relief package for members and firms, the Council decided to waive the advertising fees for repeat advertisers while for new advertisers, advertising rates were reduced to just \$200 per advertisement for a period of 6 months (from \$1000-1500 per advertisement for one year).

### 6. Specialist Services Directory

The Committee produces the online Specialist Services Directory which carries advertisements by legal support services providers including specialist witnesses. We hope the Directory will continue to be a useful and valuable resource for lawyers seeking specialist opinions or perspectives, procuring a specialist report or consulting or instructing a specialist in both contentious and non-contentious matters.

### 7. Annual Report

This year's Annual Report with the tagline "Together – Opportunities Unlimited" reflects the unique situation of lawyering at a time of COVID. The cover of the Annual Report shows photographs of our members working from home and in Zoom meetings, as an iconic representation of the

pandemic. The colourful light beams on the cover merging into one beam of white light suggest that despite everything, there is hope for a brighter future when we stay united.

## 7. Jus News

The Committee continues to oversee the weekly e-bulletin, Jus News, which brings the latest and most current practice information, news and related matters to the attention of members.

## 8. Firm Closure Dissemination Service

The Committee continues to provide a service to assist law practices to disseminate their notices of holiday/office closures to third party organisations (such as the Courts and government ministries) for a small fee. The service was introduced in January 2013 and has been well-received by law practices.

Our appreciation goes to our Co Vice-Chairs, advisors and members of the Committee for their creativity, enthusiasm, feedback, contributions and hard work in serving on this Committee. We are also grateful to our Publications Department comprising Sharmaine Lau, Shirin Kamsir and Erin Ong, without whose meaningful and tireless service and support this Committee will not be able to carry out all that we do.

This year in particular was challenging for the Committee given the inability to have physical meetings but we were enthused by the interest and can-do spirit of this Committee yet again and in being able to roll out all of our usual deliverables and then some.

### Committee Members

Malathi Das - Co-Chairperson  
 Vincent Leow - Co-Chairperson  
 Fong Wei Li - Co-Vice-Chairperson  
 Kishan Pillay - Co-Vice-Chairperson  
 Paul Tan Beng Hwee - Council Representative  
 Cameron Ford - Advisor  
 Professor David Tan - Advisor  
 Rajan Chettiar - Advisor  
 Dr William Wan - Advisor  
 Alice Tan Chor Hoon  
 Audrey Ho Swee Lin  
 Debby Lim  
 Derric Yeoh Jun Wei  
 Eva Teh Jing Hui  
 Fu Xinyi Glen Tan Kee Ming  
 Janelene Chen  
 Jonathan Cheah Yit Cheng  
 Li Yan  
 Marcus Yip Tai Meng  
 Matthew Lim Enwei  
 Ramandeep Kaur  
 Sharon Wong  
 Suang Wijaya  
 Tan Shen Kiat

### Secretariat Representative

Sharmaine Lau

# SMALL LAW FIRMS

*Lisa Sam Hui Min, Co-Chairperson*

*Michael S Chia, Co-Chairperson*

The Small Law Firms Committee presents its report for the period 1 September 2019 to 31 August 2020 (Reporting Period). The Committee had 4 meetings and information regarding the Committee's key activities and projects during the Reporting Period is as follows:

## 1. Series of Luncheons at the State Courts Bar Room

The Committee continued its collaboration with the Court Practice Chairpersons' Committee to host a series of luncheons at the State Courts Bar Room. Initiated in 2014, this series of luncheons has received favourable responses from members who practise in the State Courts. Volunteer speakers and members of the Law Society Secretariat have spoken on a wide range of topics including lessons in will drafting from recent cases, data protection primer for law firms, Office 365 and how advanced threat protection can improve security.

The luncheon sessions were held on 19 September 2019, 23 October 2019 and 20 November 2019.

## 2. Practitioners' Virtual Huddle Sessions

In view of the COVID-19 situation, the Committee organised a series of virtual huddle sessions to replace the regular luncheon sessions held at the State Courts Bar Room. These sessions enabled members to interact virtually with fellow members, and discuss the latest practice developments and

issues that impact the profession. Volunteer speakers shared information on topics such as the recent legislation enacted to address the impact of COVID-19 on businesses and other measures; coping with recent changes in family law practice such as remote hearings, delivering therapeutic justice and virtual cross-examination: boon and bane for due process.

The well-attended virtual sessions were held on 8 May 2020, 12 June 2020 and 2 July 2020.

## 3. Consultations

In November 2019, the Committee contributed to the Society's submission to the Ministry of Social and Family Development in response to the public consultation on Recommendations submitted by the Committee to Review and Enhance Reforms in the Family Justice System.

## 4. 2019 Mission Trip to Wellington, New Zealand (Mission Trip)

The Co-Chairpersons represented the Committee on the Mission Trip where the delegation visited the New Zealand Bar Association, Law Society, Law Commission, Wellington Community Law Centre, and Supreme Court of New Zealand.



Small Law Firm Committee Luncheon at the State Courts Bar Room

## Committee Members

Lisa Sam Hui Min - Co-Chairperson  
 Michael S Chia - Co-Chairperson  
 Sunil Sudheesan - Co-Vice-Chairperson  
 Low Ying Yi, Christine - Co-Vice-Chairperson  
 Chia Boon Teck - Council Representative  
 Anuradha d/o Krishan Chand Sharma  
 Bhargavan Sujatha  
 Cheah Saing Chong  
 Chia Swee Chye Kelvin  
 Daljit Kaur d/o Harbans Singh  
 Dharmendra Prasad Yadav  
 Edward Stanley Tay Wey Kok  
 Gurmeet Kaur d/o Amar Singh  
 Katie Lee Shih Ying  
 Li Jiaxin  
 Lee Mei Yong, Debbie (Li Meirong)  
 Lee Shen Han (Li Shangheng)  
 Mahadevan Lukshumayeh  
 Ng Keng Chye  
 Selina Chin Bau Tze  
 Tan Aye Cheng  
 Tan Heng Khim  
 Tan Kheng Ann Alvin  
 Tan Si Rui  
 Tan Tse Chia, Patrick  
 Tang Jin Sheng  
 Teng Hin Weng, Mark  
 Wong Kum Fu

## Secretariat Representative

Ting Lim

# SOCIAL AND WELFARE

## *Hewage Ushan Saminda Premaratne, Chairperson*

The Social and Welfare Committee (the SWC) organises social activities and fosters camaraderie among Law Society members as well as reviews and administers the welfare schemes of the Law Society. Highlights of the SWC's work for the period 1 September 2019 - 31 August 2020 are as follows:

### 1. Organising the Law Society Annual Dinner 2019



| Annual Dinner & Dance 2019

The Law Society held its Annual Dinner (Dinner) on Friday, 15 November 2019 at The Fullerton Hotel. The evening was an unforgettable success with more than 400 guests, including Judges and Judicial Commissioners of the Supreme Court and other distinguished guests.

The Master of Ceremony was Bobby Tonelli. At the Dinner, 3 awards were presented - the C C Tan Award, Pro Bono Ambassador Award and the Sports Personality Award. The C C Tan award for 2019 was conferred on Mr Amolat Singh while the Pro Bono

Ambassador Award 2019 was conferred on Mr Sunil Sudheesan. The recipient for the Inaugural Sports Personality Award was Mr Gary Allen Pryke.

Recipients of awards such as Volunteer of the Year, Contributor of the Year, Plaque of Appreciation and Friend of the Law Society were also invited to the Dinner in recognition of their contributions.

In line with the theme of the evening – Safari, a reggae performance by band Reggae Remedy; and Lila Drums, a djembe drum troupe, engaged the audience with their high energy performances. There was also a mobile bar with a special cocktail by Pernod Ricard, as well as a photo booth at the reception area. Sponsor Citibank Singapore set up a booth at the reception as well.

A booth was set up at the reception area by the Pro Bono Services Office which aims to increase the collaboration and engagement between lawyers and the wider community.



| Recipient of the 2019 C C Tan Award, Mr Amolat Singh (middle)

## 2. Organising Festive Luncheons 2019/20



‘Lo Hei’ at Lunar New Year Luncheon

Luncheons were organised at the State Courts Bar Room to celebrate various festive holidays such as Lunar New Year and Deepavali.

The luncheons were well attended by more than 120 members during each session, and attendees were able to enjoy traditional festive cuisine at each luncheon.

The Hari Raya Luncheon was held via Zoom this year due to social distancing restrictions in light of the COVID-19 pandemic.

## 3. Organising the Law Society Annual Dinner 2020

The Dinner 2020 will be held on Thursday, 5 November 2020. SWC has put together an exciting programme for this highly anticipated event in the legal profession’s social calendar. Keep a lookout for more details!

### Committee Members

Hewage Ushan Saminda Premaratne - Chairperson

Koh Li Qun Kelvin - Co-Vice-Chairperson

Yvonne Mak Hui-Lin - Co-Vice-Chairperson

Low Ying Li Christine - Council Representative

Akesh Abhilash

Amira Nabila Budiyan

Belle Teh ShiYing

Chen Ailin, Shermin

Debbie Brittany Lim Chien Hui

Ho Wei Liang, Sherman

Joanne Liew Hui Ping

Johannes Hadi

Kelley Wong Kar Ee

Lim MayYoong, Pearl

Loo Chieh Ling, Kate

Ng Hui Ping, Sheila

Ong E-Wei, Patrick

Tan Chengxi

Tan Shi-En, Nicolette

Toh Jun Yong (Zhuo Junrong)

### Secretariat Representative

Goh Wan Cheng

# SOLICITORS ACCOUNTS RULES

## *Chew Kei-Jin, Chairperson*

In the year under review the Solicitors' Accounts Committee (the Committee) received queries for guidance on issues arising from the Legal Profession (Solicitors' Accounts) Rules (SAR) and for views on the interpretation of the SAR, which the members have responded to.

### **The queries include:**

- Whether there is blanket approval to allow internet banking for client account withdrawals in view of work disruption caused by the COVID-19 pandemic. The Committee responded that the SAR does not permit internet banking and the waiver permitted under Rule 16 only covers specific transactions and is not intended to allow for a blanket waiver for all transactions. The Committee recommended that if internet banking is to be permitted, it should be permitted only for transactions up to a limit \$5,000. The Committee also proposed an amendment to Rule 16 of the SAR which could permit a waiver of the requirements of the SAR to a class of cases instead of just particular transactions, if this will help alleviate the difficulties members face.
- Whether an inked or electronic signature would be required for bills issued pursuant to section 118 of the Legal Profession Act. The Committee responded that such a signature was required.

The Committee also responded to Council's request for views on whether the threshold amount under Legal Profession (Deposit Interest) Rules should be increased from \$20,000 to \$40,000 or \$50,000. The Committee responded that currently there is no compelling reason to increase the threshold amount. The Committee noted that the increase effected in 2015 was (a) prompted mainly by

inflation; and (b) therefore calculated based on annual Consumer Price Index data from 1960. In other words, inflation was given as the reason to consider raising the threshold and the amount to raise it by was calculated based on inflation. The reason for the current request or the increase appeared to be for the convenience of lawyers. The Committee did not consider this to be an appropriate reason for increase.

The Committee had previously published the "Guide to Solicitors' Accounts" (the Guide). The Guide is available to members at the Society's website [https://www.lawsociety.org.sg/wp-content/uploads/2020/03/SAR\\_Guide.pdf](https://www.lawsociety.org.sg/wp-content/uploads/2020/03/SAR_Guide.pdf)

A representative of the Committee was a panel speaker at the Society's annual mandatory book-keepers' course as well as at a Small Law Firm Committee-State Courts and Family Justice Courts Committee Luncheon talk held under the review period.

### **Committee Members**

Chew Kei-Jin - Chairperson  
Michael S Chia - Council Representative  
Chitra Balakrishnan  
Gary Allen Pryke  
Low Chai Chong  
Mimi Oh  
Patrick Tan Tse Chia  
Suresh Sukumaran Nair  
Tham Lijing  
Vivienne Lim

### **Secretariat Representative**

K Gopalan

# SPORTS

## *Tan Xu Teng, Chairperson*

The Sports Committee aims to cultivate harmonious relations, promote good teamwork and strengthen camaraderie amongst members of the Bar and the legal fraternity which includes the Judiciary, legal officers, academia as well as undergraduates, through social networking and interaction at various sporting activities.

Highlights of the events organised and participated by the Sports Committee for the period 1 September 2019 to 31 August 2020 are set out below.

### 1. Law Society Cross Country 2019



*Team Rajah & Tann Team in high spirits as they clinched the Challenge Shield.*

Carrying over from the Annual Report 2019 was the Law Society Cross-Country Run which took place at Bedok Reservoir on 3 August 2019.

This was the second consecutive year in which the event was held. Some 170 runners across various law firms as well as the Attorney-General's Chambers took part both in individual and team categories.

Mr M Rajaram, who graced the event as Guest-of-Honour, flagged off the race.

The Challenge Shield was clinched by Team Rajah & Tann who were followed by Team Allen & Gledhill and Team Shook Lin & Bok as the first and second runners-up respectively.

### 2. Inter-Professional Games (IPG) 2019



*Our LSS Basketball team gearing up for the annual Inter-Professional Games 2019.*

IPG 2019 was held from August to October 2019 with participation from the Law Society of Singapore (LSS), Institute of Singapore Chartered Accountants (ISCA), Institute of Engineers, Singapore Institute of Architects, Singapore Institute of Surveyors and Valuers, and Singapore Medical Association.

The games played included Badminton, Basketball, Bowling, Chess, Golf, Floorball, Pool, Ladies' Soccer, Squash, Table Tennis, Tennis and Volleyball. LSS ended IPG 2019 as the first runner-up while ISCA was crowned the overall champion.

### 3. 6<sup>th</sup> Tripartite Volleyball Game



*Our LSS Volleyball team commemorating their win for the 6<sup>th</sup> Tripartite Volleyball Game.*

The 6<sup>th</sup> Tripartite Volleyball Games between Hong Kong Law Society, Malaysia Bar Council (MBC) and the Law Society of Singapore (LSS) was held in Kowloon, Hong Kong, on 5 October 2019.

LSS won both matches against its rivals and emerged as overall champion of the games.

### 4. Annual Piala Pala Bowling Tournament



*Drew & Napier Team 1 smiling gloriously as they emerged as the champion of Piala Pala Bowling Tournament 2019.*

The Annual Piala Pala Bowling Tournament 2019 was held at Chinese Swimming Club on 14 December 2019.

Team Drew & Napier (Meryl Koh, Javier Yeo and Sean Khua) emerged the winner of the tournament, while Team RAKE (Ron Alvin Soh, Er Ewen and Kenneth Teo) and State Courts Team 1 (John Ng, Eddy Tham and Karen Lin) came in first and second runners-up of the tournament respectively.

### 5. Law Fraternity Games (LFG)



*Our Guest-of-Honour, VP Tito Isaac addressing law undergraduates with words of wisdom during the LFG Opening Ceremony.*

Participants comprised members of the Law Society of Singapore (LSS), law students from National University of Singapore (NUS), Singapore Management University (SMU) and Singapore University of Social Sciences (SUSS).

The games were held over two days from 8 to 9 February 2020. An Opening Ceremony was held at LSS' premises with Vice-President Tito Isaac giving words of wisdom, to kick start the games. LSS emerged the overall champion.

## 6. Annual Malaysia-Singapore Bench and Bar Games

The Annual Malaysia-Singapore Bench and Bar Games did not take place in 2020.

The overall result of the 50<sup>th</sup> Malaysia-Singapore Bench and Bar Games has, by agreement between both the Law Society of Singapore and the Malaysia Bar Council, been declared a draw.

### Committee Members

Tan Xu Teng - Chairman (Tennis Convenor)  
 Valmiki C Nair - Vice-Chairperson (Touch Rugby Convenor)  
 Jason Chan Tai-Hui, SC - Council Representative  
 Ahmad Zaki Bin Iskandar (Hockey Convenor)  
 Amerjeet Singh (Darts Co-Convenor)  
 Bala Chandran s/o A Kandiah (Veterans' Soccer Convenor)  
 Chan Lai Foong (Golf Convenor)  
 Cheang Hui-Fen Hannah (Ladies' Soccer Convenor)  
 Chung Weijian Brandon Ian (Badminton Convenor)  
 Darren Chua Nam Fei - Member (Handball Convenor)  
 Felix Lee Shih Yang (Basketball Co-Convenor)  
 Ivan Yap Kim Wee (Squash Convenor)  
 Javier Yeo (Bowling Convenor)  
 Joey Lim (Volleyball Convenor)  
 Lee Koon Foong, Adam Hariz  
 Lee Terk Yang (Premier Soccer Convenor)  
 Liow Wang Wu Joseph  
 Malcolm Tan (Chess Convenor)  
 Moiz Haider Sithawalla (Cricket Convenor)  
 Muhammad Imaduddin Bin Abd K  
 Nakoorsha bin Abdul Kadir (Darts Convenor)  
 Ng Pei Tong (Table Tennis Convenor)  
 Nurul Nordin (Netball Convenor)  
 Ong Shu-Wen  
 Ramesh Selvaraj (Cross Country Convenor)  
 Ravin Periasamy  
 Suren Sandran (Floorball and Boat Race Convenor)  
 Tan Cheow Hung (Pool Co-Convenor)  
 Tan Spring  
 Wong Foong Wee (Basketball Co-Convenor)

### Secretariat Representative

Goh Wan Cheng

# TAX AND TRUST

*Edmund Leow Hock Meng, Co-Chairperson*  
*Eugene Lim Yew Nghee, Co-Chairperson*

The Tax and Trust Committee (the Committee), consisting of 21 members, is a new Standing Committee established in 2020. The Committee aims to:

1. Provide a forum to gather inputs and organise dialogues between legal practitioners and the relevant government agencies on tax law developments in Singapore (including but not limited to the development of Singapore as an international and cross-border tax dispute resolution hub);
2. Develop more interest and grow the specialisation of tax and trust law in the Singapore legal profession; and
3. Collaborate with other Law Society Committees to ensure that Singapore Lawyers have the right skill set and expertise to support the private wealth industry.

For the Committee's inaugural year, members were grouped into 3 sub-committees to lead the different initiatives:

1. Singapore Tax Developments;
2. International Tax Developments; and
3. Private wealth.

Due to the unexpected COVID-19 situation, much of the Committee's proposed initiatives had to be placed on-hold, such as:

1. A feedback/networking session with tax practitioners;

2. A CPD-accredited seminar on a tax and trust committee-related topic; and
3. The establishment of a regular dialouge/tea session with external stakeholders to increase awareness of the Committee's formation.



| Tax and Trust Committee 2020

The Committee looks forward to organising and engaging with members as soon as practicable. In the meantime, the Committee remains committed and looks to identify possible areas of reform in tax and trust laws.

### **Committee Members**

Leow Hock Meng, Edmund, SC - Co-Chairperson

Lim Yew Nghee (Eugene) - Co-Chairperson

Yeoh Jun Wei Derric (Yao Junwei) - Council Representative

Tang Siau Yan (Consultant)

Choon Han Woon Ronald

Choo Tse Yun

Deepak Raja

Han Junwei

Hsu En Chieh @ Annia Hsu

Huang Junli, Christopher

Jaclyn Nadine Toh Kar Hing (Du Jiaxin)

Leon Kwong Wing

Lim Zi Hui, Alicia

Liu Hern Kuan

Quah Wei Sheng, Danny

Sim Yi Li (Shen Yili)

Sundareswara Sharma

Szeto Yu Hwei, Benjamin

Tan Shao Tong

Vikna Rajah s/o Thambirajah

Yang Shi Yong

### **Secretariat Representative**

Ting Lim

# WOMEN IN PRACTICE

*Simran Toor, Co-Chairperson*  
*Tan May Lian, Felicia, Co-Chairperson*

The Women in Practice Committee presents its report for the period 1 September 2019 to 31 August 2020 (Reporting Period). As a significant part of this period was affected by safety concerns over the COVID-19 pandemic, a number of planned events had to be postponed or cancelled. The Committee has been exploring ways to conduct its business and events virtually, including by encouraging members to sign up for relevant online webinars and talks.

The Committee had 3 meetings and information regarding the Committee's key activities and projects during the Reporting Period is as follows:

## 1. International Bar Association Roundtable: 14 November 2019

In May 2019, the International Bar Association (IBA) launched its report, *Us Too? Bullying and Sexual Harassment in the Legal Profession*. On 14 November 2019, the Women in Practice Committee in collaboration with the Young Lawyers Committee had the pleasure of participating in a roundtable discussion with representatives of the IBA to discuss the report and recommendations made.

Since that time, the Law Society of Singapore has launched a Resource Guide for Members on Workplace Harassment in the Legal Profession and on 18 June 2020, President Gregory Vijayendran SC participated in an IBA webinar panel discussion, *IBA Us Too? Update: How is the legal profession responding to bullying and harassment?*

## 2. Lunchtime Mentoring Forums

On 15 November 2019, the Committee held its first lunchtime mentoring forum hosted by 2 senior women lawyers, aimed at supporting women lawyers in the PQE range of 0-3 years of practice. The forum was well attended and received. Women lawyers were able to share their experiences with the senior women lawyers who also shared their advice and insights on working in the legal profession. In view of COVID-19 safety concerns, a second lunchtime forum was held on 25 June 2020 via Zoom.

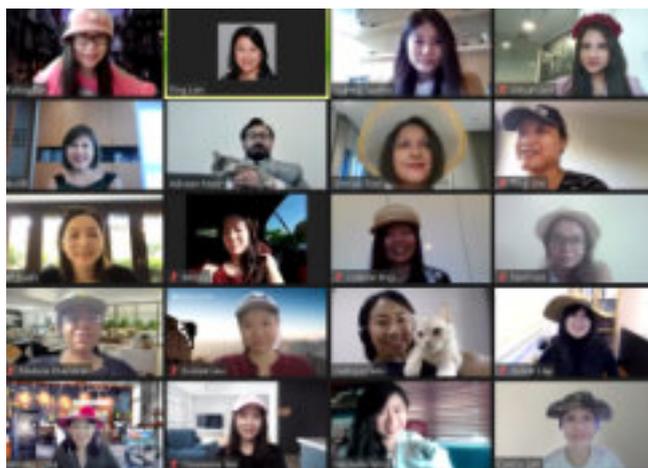


## WORKPLACE HARASSMENT IN THE LEGAL PROFESSION

A RESOURCE GUIDE FOR MEMBERS

THE LAW SOCIETY OF SINGAPORE  
JUNE 2020

*Resource Guide on Workplace Harassment in the Legal Profession*



| Women in Practice Committee 2020

#### 4. Women in Practice Report

In 2018, the Women in Practice Committee conducted a survey and roundtables to better understand the needs and experiences of women lawyers in active practice. The survey was released on 6 July 2018 and remained open until the end of September 2018. The roundtable sessions were conducted in the course of 2019. The Committee reported the findings and recommendations the first such report in Singapore, which was released on 28 August 2020.

#### 5. Series of Interviews in the Law Gazette

The Committee conducted a series of interviews of successful women in law from different practice areas and law firms, which were featured in the Law Gazette. The purpose behind this was to showcase the varied talents and achievements of female practitioners, and to provide a source of inspiration to younger female members of the Bar.

#### Committee Members

Simran Toor - Co-Chairperson  
 Tan May Lian, Felicia - Co-Chairperson  
 Md Noor E Adnaan - Council Representative  
 Ang Hsueh Ling, Celeste  
 Angela Lim Loke San  
 Asiyah binte Ahmad Arif  
 Beitris Yong Pei Juan  
 Cathryn Neo Mei Qin  
 Chia Jsien Lin, Jennifer  
 Eunice Lau Guan Ting (Liu Guanting)  
 Joanna Seetoh Wai Lin  
 Kam Su Cheun Aurill  
 Kiranjit Kaur Dharsan  
 Kuah Boon Theng  
 Lim Hui Li, Debby  
 Lim Yanqing, Esther Candice  
 Nanthini d/o Vijayakumar  
 Queenie Angeline Lim XiaoYan  
 Sharon Ki Su Jon  
 Sharon Wee Hsu Oon  
 Shobna d/o V. Chandran  
 Syahrul Bahiah Binti Jamaludin  
 Tan Qian Ni, Roseanne  
 Toh Jia Yi  
 Yong Siow Hui, Michelle

#### Secretariat Representative

Ting Lim

# YOUNG LAWYERS

## *Tham Keng Yue Gerald, Chairperson*

The Young Lawyers' Committee (YLC) endeavours to understand and address the needs and concerns of Bar members with less than 7 years of experience in practice.

The YLC remains active in contributing to a regular "Young Lawyer" column which includes "Amicus Agony" in the *Singapore Law Gazette* that addresses the challenges faced by young practitioners in relation to the realities of legal practice as well as contributing articles on topics outside of legal practice.



*Newly-called members collecting goody bags from Law Society at Mass Call 2019*

To continue the tradition of welcoming the newest members to the legal profession, YLC co-hosted the Mass Call Reception on 27 and 28 August 2019, and gave out complimentary goody bags to the newly-called lawyers. YLC representatives addressed concerns and queries raised by the family and friends of the new members of the Bar, and highlighted the various support schemes and network provided by the Law Society.



*Young Lawyers' Forum and Town Hall 2019*

On 6 November 2019, the President of the Law Society together with Council representatives and the YLC organised a Young Lawyers' Forum on the basis of Chatham House Rules, for Council to better understand the issues, needs and concerns that young lawyers are facing, and for young lawyers to be assured of the role that Council plays in assisting the junior Bar.

The feedback received was used (on an anonymized basis) to develop an action plan. A Town Hall was held after the Forum touching on topics dealing with bullying, harassment, and dealing with unsafe work environments.



Young Lawyers' Forum and Town Hall 2019



To facilitate the participation of junior Bar members in attending overseas conferences, Council of Law Society had in 2016 implemented a sponsorship scheme to sponsor up to 4 young lawyers per year to attend international legal conferences organised by the International Bar Association (IBA), Inter-Pacific Bar association (IPBA) or LAWASIA. The next phase of application will commence in 2021.



YLC members, Chooi Jing Yen (photo below, 3<sup>rd</sup> from left) and Stephanie M. De Souza (extreme right) attending the LAWASIA Conference 2019 held in Hong Kong





Member of YLC, Chooi Jing Yen speaking to students at Commonwealth Secondary School career talk

As part of YLC's ongoing efforts to raise awareness on law as a career, members of YLC participated in career talks at Commonwealth Secondary School, CHIJ Katong Convent and St Anthony's Canossian Secondary School between May 2019 and April 2020. At the career talks, members of YLC shared with students the role of the Law Society, their personal experiences as young lawyers as well as answered questions raised by the students.



Member of YLC, Audrey Liaw speaking to students at the St Anthony's Canossian Secondary School career talk



Young Lawyers Networking Event 2020 (sponsored by Luminance)



The YLC organised a Young Lawyer's Networking Event on 15 January 2020 sponsored by legal technology firm, Luminance. The event covered topics relating to how artificial intelligence is transforming the legal industry and the roles of junior lawyers therein. This was followed by a networking session specifically for representatives from Luminance and young lawyers to discuss the future of legal technology.



*Junior Bar Leader, Derric Yeoh hosted a group of law students from Denmark for a sharing session*

Derric Yeoh, one of our junior Bar leaders hosted a group of law students from Denmark on 11 November 2019. During the sharing session, he spoke about Singapore’s transformation from a third-world to first-world country in only 50 years, and the role Singapore’s legal system played in that process.

Last but not least, the YLC would like to express its appreciation to all who have been supportive of its initiatives, and looks forward to planning more activities for the junior Bar community!

### **Committee Members**

- Tham Keng Yue Gerald - Chairperson
- Dierdre Grace Morgan - Co-Vice-Chairperson
- Abhinav Ratan Mohan - Co-Vice-Chairperson
- Foo Guo Zheng Benjamin - Council Representative
- Ng Huan Yong – Council Representative
- Anita Binte Ahamad
- Audrey Liaw Shu Juan (Liao Shujuan)
- Benny Santoso
- Brinden Anandakumar
- Chan Wenqiang
- Cheah Yit Cheng, Jonathan
- Choo Zheng Xi
- Chooi Jing Yen
- Fu Xinyi
- Gregory Xu Weicheng
- Harjeet Kaur Dhaliwal
- Hiren George Jonas
- Isabel Chew Maggie
- Kelley Wong Kar Ee
- Lee Shu Qing
- Linisha Kapur Supramaniam
- Nicole Kwan Tung Yan
- Nicole Carmen Tan Yi (Chen Yi)
- Nur Azilah Binte Mohamad Azini
- Rebecca Vathanasin
- Renaro Daniel Ezra Bunyamin
- Tan Shi Ying, Crystal
- Tong Wei Fu, Terrance
- Vathany Raveentheran
- Vinodhan Gunasekaran
- Wan Rui Jie, Erwin
- Wong Yuan Bin, Joseph
- Wong Yi

### **Secretariat Representative**

- Goh Wan Cheng

# ENHANCING PROFESSIONAL STANDARDS



03

# ADMISSIONS

## *Christopher Anand Daniel, Chairperson*

This report is in respect of the period 1 September 2019 to 31 August 2020.

On 7 February 2020 the risk assessment for Singapore due to COVID-19 was raised to DORSCON Orange. The February monthly admission hearing was conducted with great care and 7 applicants were admitted to the Supreme Court on 12 February 2020. There was only 1 applicant for the March monthly admission hearing on 11 March 2020. With the public health situation becoming more uncertain, the hearing for 4 part-call applicants scheduled for 9 March 2020 was moved to 6 April 2020.

On 7 April 2020 our Prime Minister announced the start of the circuit breaker measures. The April monthly call fixed for hearing on 8 April 2020 was vacated and all 65 applicants were moved to the May monthly call hearing date of 13 May 2020. The May monthly call hearing saw 115 applicants being admitted to the Supreme Court in 2 sessions conducted simultaneously via video-conferencing. All hearings from 13 May 2020 to the end of the reporting period were conducted via video-conferencing.

### **Admission of Advocates and Solicitors**

A total of 714 applicants were admitted as advocates and solicitors of the Supreme Court of Singapore compared to 695 applicants who were admitted during the last reporting period. The Mass Call was held via video-conferencing over 4

consecutive sessions on 25 August 2020 and 26 August 2020. 528 applicants were admitted. There were 529 applicants admitted in Mass Call 2019.

### **Part-Call Applications**

There were 12 applications for part-call for the reporting period compared to 24 applications during the last reporting period.

### **Abridgement of Time Applications**

During this reporting period, there were 2 applications for abridgement of time. One was successful but the other was not.

### **Section 15(1) Legal Profession Act (LPA) - Ad Hoc Admission of Queen's Counsel or Equivalent**

In the present reporting period, the Admissions Committee was not requested to consider any applications under section 15(1) LPA.

### **Section 78(1) Legal Profession Act (LPA) - Applications for Employment of Support Staff**

In the present reporting period, the Admissions Committee considered 1 application made by a law practice for consent of the High Court to employ support staff in view of their bankruptcy or suspension from practice, as required under the provisions of section 78(1) of the LPA.

The application is ongoing.

### **Committee Members**

Christopher Anand Daniel - Chairperson  
Rajan Sanjiv Kumar - Vice-Chairperson  
Chia Boon Teck - Council Representative  
Brinden Anandakumar  
Chan Hian Young  
Cheong Zhihui Ivan  
Davis Tan Yong Chuan  
Gregory Xu Weicheng  
Kenneth Lim Tao Chung  
Pradeep Pillai G  
Quek Hui Kee, Jasmine  
Saw Seang Kuan  
Tan Teck San Kelvin  
Tay Kang-Rui, Darius  
Tham Wei Chern  
Yap Chin Choo Juliana

### **Secretariat Representative**

Rejini Raman

# ANTI-MONEY LAUNDERING

*Surenthiraraj s/o Saunthararajah, Chairperson*

This report is in respect of the period 1 September 2019 to 31 August 2020.

## 1. Anti-Money Laundering (AML) Seminars

The Committee held its annual AML seminar on 18 September 2019. Speakers included representatives from the Commercial Affairs Department (CAD) and KPMG.

The 2020 seminar took place on 31 August 2020 via Zoom with speakers from the CAD's Suspicious Transaction Reporting Office (STRO) and members of the AML Committee.

The annual AML seminar is aimed at sharing and deepening understanding of AML/CFT legislations, regulatory trends and developments in Singapore and abroad.

The Committee also initiated a new introductory AML seminar on 6 April 2020 designed for younger lawyers who want to familiarise themselves with the AML regulatory regime. The seminar was hosted by Committee Chair Suresh and delivered through Zoom. The Committee intends this seminar to become an annual feature of the Committee's work.

## 2. Anti-Money Laundering (AML) Inspections

The AML inspections of 50 law practices for 2019 were conducted in December 2019 through January 2020 by 2 appointed audit firms. The results of the inspections indicated that most law practices have a good understanding of AML/CFT regulations and have the appropriate protocols in place. The few law

practices that were assessed to have inadequate policies, procedures and controls have been advised on the rectification actions needed and will be re-inspected at a later date.

## 3. Consultation with Council on AML Issues

The Financial Action Task Force (FATF) is expected to conduct its mutual evaluation exercise in Singapore in the second half of 2021. This major exercise will involve the inspection of a number of industries, including the legal sector. Committee members and Council representatives had a series of meetings with the Monetary Authority of Singapore, STRO, and the Ministry of Law in preparation for the FATF inspection.

The Committee completed a review and update of the existing Practice Direction 3.2.1 to reflect developments in AML regulations since 2015. The updated PD incorporates the updated guidance from FATF for the legal sector (issued in 2019) as well as guidance on new areas such as virtual assets. The revised PD has been sent to Council for its review and approval.

## 4. Interaction with Malaysian Bar Council

On behalf of the Committee, Committee Chair Suresh met with members of the Malaysian Bar Council when they visited Singapore on 14 January 2020 to discuss AML-related issues.

## 5. Outreach Efforts

The Committee is committed to proactively expanding its outreach efforts and initiatives throughout the year. Chairperson, Suresh

conducted AML training at the Law Society's Legal Practice Management Course in February 2020. The Committee also engaged the STRO in dialogue on issues relating to Suspicious Transaction Reports and information sharing that will enhance outreach efforts to members. The Committee will continue to engage the relevant agencies to foster domestic inter-agency collaboration with the aim of commonly tackling AML/CFT matters.

In addition to training and seminars, the Committee also issued important updates and guidance to members through the Law Society's online news platform. In response to the new and heightened money laundering and terrorist financing risks and challenges posed by the COVID-19 pandemic, the Committee issued several advisories to members to provide guidance on complying with customer identification and verification obligations as well as monitoring for suspicious activity.

## 5. Others

The Committee is now preparing an AML online learning platform to be hosted on the Law Society website. The online training modules will include an introduction to AML and legal obligations to combat money laundering and terrorist financing.

### Committee Members

Surenthiraraj s/o Saunthararajah -  
Chairperson  
Chia Boon Teck - Vice-Chairperson  
Ng Lip Chih - Council Representative  
Akesb Abhilash  
Alexander Ressos  
Chan Ying Kuen Eric  
Chow Ci En Grace  
Chong Siew Lin Grace  
Eunice Lau Guan Ting  
Ho Jun Yi  
Lee Ching Ling Yvonne  
Ng Wei Jin  
Stephen Michael Revell  
Suresh Damodara

### Secretariat Representative

Rejini Raman

# INQUIRIES INTO INADEQUATE PROFESSIONAL SERVICES

This report covers the period 1 September 2019 to 31 August 2020. During this period the Law Society (Society) received 38 complaints of inadequate professional services under section 75B of the Legal Profession Act (the Act).

The advent of the COVID-19 health crisis saw not only a significant drop in the number of complaints received but a slowdown in communications with both Respondents and Complainants, particularly in the delivery of supplementary documents and additional documents in relation to the complaint during the Circuit Breaker period.

Most Complainants stated that they do not have access to scanners to enable the delivery of the supplements to their letter of complaint and additional documents via e-mail and most chose to wait for the Circuit Breaker period to be over before submitting their complaint.

Otherwise, starting June 2020, the Society has initiated a new protocol to assist the Committee in determining whether a complaint ought to be referred for further inquiry. Whilst the Committee previously only considered the Complainant's letter of complaint and associated attachments before making its determination and left it to the Investigative Tribunal to review and consider the response from the Respondent, the Committee now has the opportunity to review the response from the Respondent together with the letter of complaint.

Of the 38 complaints received, 4 were rejected as they did not fall within the ambit of an inquiry for a complaint under the Act as they originated from non-clients or were time-barred as the conduct complained of, occurred more than 3 years from the date the complaint was made. Of note, out of the 4 that were rejected, 1 complaint involved an unauthorised person who held himself out as a solicitor providing legal services and another complaint was rejected as the lawyer complained of, had not even joined the named law firm at that material time the matters complained of, occurred.

A total of 7 complaints were withdrawn as the complainants subsequently settled the matter with their solicitors, 4 of which were resolved at meetings facilitated by the Society.

Further, 8 complaints were stayed as the complainants had made a complaint under section 85(1) of the Act and current protocol requires that any inquiry into a complaint under section 85(1) of the Act be concluded first before the complaint under section 75B of the Act is referred for inquiry.

Of the remaining complaints, 8 complaints were referred to Council and the remainder of the complaints are pending further particulars from the Complainants. Owing to the Circuit Breaker measures, a backlog of 6 complaints remain to be referred to the Committee as we only heard from the Complainants/ Respondents in late July 2020.

Of the complaints referred to Council, 2 complaints were dismissed as there was no prima facie case of a breach of adequate professional services. Other than the 2 complaints that were referred for further action (1 for the mediation and 1 to the Investigative Tribunal), we have not heard from the remaining 4 Complainants as to whether they wish for their complaint to be resolved through mediation or referred for further inquiry by an Investigative Tribunal.

## Mediations Conducted from 1 September 2019 to 31 August 2020

For the relevant period, 1 mediation was scheduled but was withdrawn as the parties had come to a settlement.

## Investigative Tribunals Appointed from 1 September 2019 to 31 August 2020

One Investigative Tribunal was appointed during the period under consideration.

# REPORT OF THE INQUIRY PANEL

This report covers the period 1 September 2019 to 31 August 2020.

Pursuant to section 84 of the Legal Profession Act (Chapter 161, 2012 Revised Edition) (the Act), the Honourable the Chief Justice has appointed the following persons to be members of the Inquiry Panel for a term of 2 years.

## Advocates & Solicitors

The following appointees' term will expire on 30 November 2021:

### Mr Francis Xavier, SC - Chairman, Inquiry Panel

1	Mr Michael Khoo Kah Lip, SC
2	Ms Teh Guek Ngor Engelin, SC
3	Mr Davinder Singh s/o Amar Singh, SC
4	Mr Andre Yeap Poh Leong, SC
5	Mr N. Sreenivasan, SC
6	Mr Siraj Omar, SC
7	Ms Oh Buong Yu May
8	Mr Woo Tchi Chu
9	Ms Maria Lam Sek Fah (Maria Tham)
10	Mr Ragbir Singh s/o Ram Singh Bajwa
11	Mr Chandra Mohan K Nair
12	Mr Peter Chong Siong Siang
13	Mr Seah Teck Kim, Kim
14	Mr Bernard Doray
15	Ms Chew Gek Tee Sally
16	Mr Leng Siew Wei Aloysius
17	Ms Woon Lai Keng (Julie)
18	Mr Quek Mong Hua
19	Mr Sarjit Singh s/o Bhagwan Singh
20	Mr Steven Seah Seow Kang

21	Mr Raymond Chan
22	Mr Tan Keok Heng George
23	Mrs Gina Lee-Wan
24	Mr Lee Han Tiong
25	Ms Tan Lay Keng
26	Mr Mahtani Naresh Murlidhar
27	Mr Yang Yung Chong
28	Mr John Ng Lee Chye
29	Ms See Siew Heok Jo-Ann
30	Mr Lee Kuen Yip
31	Mr Koh Boon Hai
32	Ms Josephine Low Miew Yin
33	Mr Ong Kian Wei Timothy
34	Mr Chua Leong Hin
35	Mr Tan Kheng Ann Alvin
36	Ms Wong Lai Keen
37	Mr Tan Jee Ming
38	Mr Tan Lam Siong
39	Mr Selva Kumara Naidu
40	Mr Adrian Ee Hock Hoe
41	Mr Herman Jeremiah
42	Mr Ravindran s/o Muthucumarasamy
43	Mr Chan Hian Young
44	Mr Thomas Tan Boon Yong
45	Ms Chen Wen Woan Angela
46	Mdm Sheena Rohini Jacob
47	Mr Lim Tat
48	Ms Lalita Chelliah
49	Mr Lim Chong Boon
50	Mr Lim Soo Peng
51	Mr Ravendra Krishnasamy
52	Mr Soh Leong Kiat Anthony
53	Mr Salem Bin Mohamed Ibrahim

54	Mr Kok Hei Mun Jonathan
55	Mr Patrick Ang Peng Koon
56	Mr Chong Yee Leong
57	Mdm Elaine Beh Pur-Lin
58	Mr Tan Kay Kheng
59	Mr Ramesh Chandr Tiwary
60	Mr Abdur Raheem Bin Mohd Iqbal
61	Mr Yeo Chuan Seng Victor
62	Mdm Zahara Binte Bakar
63	Mr Surenthiraraj Saunthararajah
64	Mdm Teo Kwee Yee (Claudia)
65	Mr Lawrence Lee Mun Kong
66	Ms Yogarajah Yoga Sharmini
67	Mr Neo Ho Guan Bernie
68	Ms Lisa Theng Siew Lian
69	Ms Marian Ho Wui Mee
70	Mr Chan Wai Mun
71	Mr Chong Kuan Keong
72	Mr P Padman
73	Ms See Tow Soo Ling
74	Mr Foo Maw Shen
75	Mr Chandra Mohan Rethnam
76	Mr Yeo Soo Mong Tony
77	Ms Lee Mong Jen
78	Mr Bernard Sahagar s/o Tanggavelu
79	Ms Nirmala Ravindran
80	Ms Kanyakumari d/o Veerasamy
81	Mr Eu Hai Meng
82	Mr Jason Chan Kwok Chuan
83	Mr Amolat Singh
84	Mr Liow Wang Wu Joseph
85	Mr Anparasan s/o Kamachi
86	Mr Parwani Vijai Dharamdas
87	Mr Soh Kar Liang

88	Mr Leck Kwang Hwee Andy
89	Mr Abdul Salim Ahmed Ibrahim
90	Ms Lim Lay Choo Jennifer
91	Mr Loh Eu Tse Derek
92	Mr Loke Siew Meng
93	Ms Christine Sekhon
94	Mdm Wong Su-Hsien Audrey
95	Mdm Yeow Tin Tin Margaret
96	Mr Rajesh Sreenivasan
97	Mr Edwin Lee Peng Khoon
98	Mr Chen Nan Chung Burton
99	Mr Jonathan Lim Tiek Beng
100	Mr Renganathan Nandakumar
101	Mr Christopher Anand s/o Daniel
102	Mr Tan Teck San Kelvin
103	Ms Ho Kim Foong
104	Ms Leow Tze Hoon Christabel
105	Mr Philip Fong Yeng Fatt
106	Mr Chwen Anthony
107	Mr Cosmas Stephen Gomez
108	Mr Lim U Wei Ralph Howard
109	Mr Bernard Chiu Hsu-Hwee
110	Mr Gong Chin Nam
111	Mr Yeo Kim Hai Patrick
112	Mr Goh Chye Hock Joseph
113	Mr K Muralitharany
114	Mr Ang Wee Tiong
115	Ms Lam Shiao Ning
116	Mr Michael Low Wan Kwong
117	Ms Subashini d/o Narayanasamy
118	Mr Khaira Akramjeet Singh
119	Mr Gan Kian Koon Gerry
120	Mr Henry Heng Gwee Nam
121	Mr Pillai Pradeep G

122	Mr Lim Choon How
123	Mr Cheong Chee Min
124	Ms Choo Poh Hua Josephine
125	Mr Namasivayam Srinivasan
126	Mr Derek Tan Jet Wah
127	Mr Eusuff Ali s/o N B M Mohamed Kassim
128	Mr Lem Jit Min Andy
129	Mr Chan Kah Keen Melvin
130	Mr Say Chin Phang Sean
131	Mr Christopher Chong Chi Chuin
132	Mr Tan Chuan Bing Kendall
133	Ms Lau Yee Wan Sharon
134	Mdm Lee Su Yee
135	Mr Low Yew Shen
136	Mr Chan Jin Han
137	Mr Adrian Wong Soon Peng
138	Mr Ong Sing Huat (Nick)
139	Mr Chia Peng Kiat Kenneth
140	Mr Chan Wei Meng
141	Ms Phang Sui Choon (Michelle)
142	Mr Yee Weng Wai Bernard
143	Ms Tsin Jenny
144	Mr Desmond Tan Yen Hau
145	Mr Raymond Lam Kuo Wei
146	Mr Sim Chong
147	Mr Melvin See Hsien Huei
148	Mr Ho Ying Ming
149	Mr Edmund Eng Zixuan
150	Mr Dennis Chua Soon Chai
151	Mr Mark Jerome Seah Wei Hsien
152	Ms Rajan Menon Smitha
153	Mr Arvind Daas Naaidu
154	Ms Lim Hui Ying
155	Ms Soh Ean Leng Angeline

156	Mr Ajaib Haridass
157	Mr Chia Ho Choon
158	Mr Andrew Yeo Khirn Hin
159	Mr Chai Ming Kheong Joseph
160	Mr Chai Ming Fatt James
161	Mr Chan Hock Keng
162	Mr Alvin Cheng Sun Cheok
163	Ms Ang Mei-Ling Valerie Freda
164	Mr Chia Peng Chuang
165	Ms Chiang Ju Hua Audrey
166	Mr Chan Ju-Lian
167	Mr Chia Jin Chong Daniel
168	Mr Chew Kiat Jinn
169	Mr Alvin Lim Jun Hao
170	Ms Aw Wen Ni
171	Mr Baldev Singh Bhinder
172	Mr Darrell Low Kim Boon
173	Ms Fu Simin Charmaine
174	Mr Chu Hua Yi
175	Ms Fong Lee Cheng Jennifer
176	Mr Chow Chao Wu Jansen
177	Ms Foo Yuet Min
178	Mr Adam Muneer Yusoff Maniam
179	Ms Charmaine Chan-Richard
180	Ms Chia Ru Yun Megan Joan
181	Mr Ho Mingjie Kevin
182	Mr Sarjit Singh Gill, SC
183	Mr Tan Tee Jim, SC
184	Mr Lee Kim Shin, SC
185	Mr Thio Shen Yi, SC
186	Me Edmund Leow Hock Meng, SC
187	Mr Tan Kay Khai
188	Mr Khwaja Imran Hamid
189	Mr Harish Kumar s/o Champaklal

190	Mr Pateloo Eruthiyathan Ashokan
191	Mr Lim Thian Song
192	Mr Tong Beng Teck Roland
193	Mr Ong Lee Woei
194	Mr Goh Keng Yeow Simon
195	Mr Anil Murkoth Changaroth
196	Mr Vincent Lim Bock Hui
197	Mr Mohamed Ibrahim s/o Mohamed Yakub
198	Mr Pan Xingzheng Edric
199	Ms Pua Lee Siang
200	Mr Oh Eng Bin
201	Mr Moiz Haider Sithawalla
202	Mr Ong Boon Hwee William
203	Mr Wong Hin Pkin Wendell
204	Mr Yap Ming Kwang Kelly
205	Mr Johnson Loo Teck Lee (Johnson Lu Deli)
206	Mr Yong Boon On
207	Ms Chui Lijun
208	Mr Ramesh s/o Selvaraj
209	Mr Chow Kar Wai, Alex
210	Ms Koh Swee Yen
211	Ms Chung Ka Kay Katie
212	Ms Lin Weiqi Wendy
213	Ms Wong Cui Chen Jacinda
214	Ms Koh En Ying (Xu Enying)
215	Ms Ong Pei Ching
216	Mr Vikna Rajah s/o Thambirajah
217	Ms Fong Shi-Ting Fay
218	Mr Kek Meng Soon, Kelvin
219	Mr Lee Wei Alexander
220	Mr Cai Zhenyang Daniel
221	Mr Chan Zijian Boaz (Chen Zijian Boaz)
222	Ms Chia Xin Ran Alina
223	Mr Jonathan Lim Shi Cao

224	Mr Khelvin Xu Cunhan
225	Mr Chan Cong Yen, Lionel (Chen Congren)
226	Mr Kang Kok Boon Favian (Jiang Guowen)

The following appointees' term expired on 30 November 2019:

1	Mr Philip Jeyaretnam, SC
2	Mr Cavinder Bull, SC
3	Mr Pathmanaban Selvadurai
4	Mr Tan Jin Hwee
5	Mr Sim Yong Chan
6	Mr Prabhakaran Nair
7	Mr Tan Denis
8	Mr Madan Assomull
9	Mr Krishnan Sivanandan
10	Mdm Susan Mary De Silva
11	Mr Lim Chen Thor Jason
12	Mr David Yeow
13	Mr Phua Siow Choon
14	Mr Michael Moey Chin Woon
15	Mr Abdul Jalil Bin Muhammad Tahir
16	Dr Chuang Wei Ping
17	Mr Lee Teck Hai
18	Ms Yip Wai Ping Annabelle
19	Mr Goh Kok Yeow
20	Ms Yee May Kuen Peggy Sarah
21	Mr Tan Lay Tiong Anthony
22	Mr Seah Eng Chee Rupert
23	Mr Christopher Woo Yin Loong
24	Mr Lee Wei Yung
25	Mr Hue Kuan Chen Wilson
26	Mr Andrew Wu Chih Wei
27	Mr Chew Swee Leng
28	Mr Cheong Tuck Meng

29	Mr Low Cheong Yeow
30	Mr Lawrence Tan Aik Leng
31	Mr Thomas John
32	Mr Tang Chi Loong
33	Mr Nandakumar Ponniya
34	Mr Ng Kim Beng
35	Mr Jeeva Arul Joethy
36	Mr Andrew Ho Yew Cheng
37	Mr Patrick Tan Tse Chia
38	Ms Lim Chen Chen
39	Ms Chee Hui Yen Charlene Clara
40	Ms Chan Wei Ling
41	Mr Gill Dedar Singh
42	Mrs Stefanie Yuen Thio
43	Mr Yeo Khee Chye Raymond
44	Mr Chen Chee Yen

The following appointees' term will expire on 17 August 2021:

1	Mr Alfonso Ang Cheng Ann
2	Mr Andrew Chan Chee Yin
3	Ms Ang Hui Ming Vivian
4	Mr Bernard Tan Kim Swee
5	Ms Catherine Lim Chui Ling
6	Mr Chan Wai Kit Darren Dominic
7	Ms Chang Boon Ngee Laura
8	Mr Chen Chuan Jian Jason
9	Mdm Chew Ming Hsien Rebecca
10	Mr Chia Voon Jiet
11	Mr Chong Keen Loon David
12	Mr Choo Chih Chien Benjamin
13	Ms Corinne Taylor Lai Sze Huei
14	Mr Daniel Tay Yi Ming
15	Mr Daryl Ong Hock Chye

16	Mr Dayne Ho Chung Wei
17	Mr Derek Kang Yu Hsien
18	Ms Ellen Lee Geck Hoon
19	Mr Gaw Ying Charn Benjamin
20	Mr Goh Kok Leong
21	Ms Grace Kwek Joo Lee
22	Ms Jennifer Leong Pek Lin
23	Mr Joseph Lee Sien Liang
24	Ms Kang Yixian
25	Mr Lam Chung Nian
26	Mr Lim Yee Ming
27	Mdm Linda Phua Mui Lu
28	Mr Ling Daw Hoang Philip
29	Ms Loh Wai Mooi
30	Mr Low Gin Inn Leon
31	Mr Mark Cheng Wai Yuen
32	Mr Mohamed Gul
33	Mr N K Rajarh
34	Mr Navin Joseph Lobo
35	Mr Paul Wong Por Luk
36	Mr Peh Nam Chuan Adrian
37	Mr Ponnampalam Sivakumar
38	Mr Ramasamy s/o Karuppan Chettiar
39	Mr Richard Tan Kheng Swee
40	Mr Ricquier William John Munden
41	Mr Rodney Keong Kean Soon
42	Ms Salehah Bte Johari
43	Ms Selvam Arfat Nee Arfat Beebee Binte Noor Mohamed Abdul Latiff
44	Mr Sunit Chhabra
45	Mr Suresh Divyanathan
46	Mr Tan Hsuan Boon
47	Mr Tan Wei Shyan
48	Ms Winnifred Gomez
49	Mr Wong Kin Kit Winston

## Regulated Foreign Lawyers

The following appointees' term will expire on 13 September 2022:

1	Mr Alexander George Shepherd
2	Mr Andrew Jonathan Brereton
3	Mr Andrew Robert Schleider
4	Dr Arnold Iur Gerscha
5	Mr Barry Lewis Irwin
6	Mr Barrye Langhorne Wall
7	Ms Chen Xi
8	Mr Christopher James Paul Bradley
9	Mr David Harris Zemans
10	Mr David William Platt
11	Ms Dominique Lucie Rondest . Lombardi
12	Mr George Matthew Sheridan
13	Mr Henry David Nigel Goodwin
14	Mr John Alexander Campbell Dick
15	Mr Joseph He Jun
16	Mr Kai-Niklas Anton Schneider
17	Ms Kana Manabe
18	Ms Kayane Helena Proudian
19	Mr Kent Napier Phillips
20	Mr Khai Minh Dang
21	Mr Ko Hanamizu
22	Mr Mark Alan Jacobsen
23	Mr Mark Errington
24	Mr Michael Kelly Malone
25	Mr Nicholas Michael Benedict G Hanna
26	Ms Peng Pheng Lim
27	Mr Philip James Badge
28	Mr Philip Winston Lee
29	Mr Rahul Guptan
30	Mr Rajiv Gupta
31	Mr Robert Charles John Foote

32	Mr Robert Thomas Palmer
33	Mr Rooman Richards Bundy
34	Mr Saugata Mukherjee
35	Mr Simon James Brown
36	Mr Simon James Plowright Petch
37	Ms Stephanie Jane Keen
38	Mr Stephen Begley
39	Mr Takeshi Komatsu
40	Mr Wade Matthew Coriell

The following appointees' term expired on 14 December 2019:

1	Mr Alan Joseph Dickson
2	Mr Benjamin Jonathan Rose
3	Mr Bruce Reid Schulberg
4	Mr David Lionel Barwise
5	Mr Eric Jay Piesner
6	Mr Fernando Gandioli
7	Mr Jai Pathak
8	Mr Jamie Edward Harrison
9	Mr Stephen Roberts Payne

## Lay Persons

The following appointees' term will expire on 13 September 2022:

1	Asst Prof Alvin See Wei-Liang
2	Mr Andy Tan Chye Guan
3	Ms Annie Lee
4	Mr Ashvinkumar s/o Kantilal
5	Mrs Chew Kwee Tiang
6	Prof Chiew Sing Ping
7	Mr Chng Beng Guan
8	Dr Chong Yeh Woei

9	Mr Chua How Kiat
10	Mr Clarence Ting
11	Assoc Prof Courtney Wayne Benjamin
12	Assoc Prof Daniel William Puchniak
13	Mr Ding Hock Chai
14	Mr Frankie Chia Soo Hien
15	Dr Goh Chong Chia
16	Mr Goh Kia Hong
17	Mr Han Liang Siew, Louis
18	Assoc Prof Helena Whalen-Bridge
19	Assoc Prof Henry Gao
20	Prof Ho Yew Kee
21	Prof James Penner
22	Mr Jamshid Medora
23	Ms Joanne Lim
24	Mr John Lim Geok Peng
25	Ms Junie Foo
26	Mr K C Ting, John
27	Ms Kuan Li Li
28	Mr Kwan Yew Huat
29	Mr Lai Hock Meng
30	Dr Lai Siang Hui
31	Assoc Prof Lan Luh Luh
32	Mr Lee Chong Kwee
33	Mr Lee Kut Cheung
34	Mr Lim Boon Cheng
35	Mr Lim Hon Chee Eric
36	Mr Lim Kim Cheong
37	Dr Lim Lan Yuan
38	Er. Lim Peng Hong
39	Mr Lim Thien Su Gerald
40	Mr Loi Hwee Yong
41	Dr Loke Chi Wei Peter
42	Dr Low Tchern Kuang Lambert

43	Mr Michael Wong C K
44	Mr Mirza Iskander Namazie
45	Dr Ng Chew Lip
46	Dr Ng Kheng Siang
47	Mrs Noor Quek
48	Er. Ong Ser Huan
49	Mr Ong Tze Boon
50	Mr Ooi Hoe Yang (Danny)
51	Mr Rohan Kamis
52	Dr Sandra Booyesen
53	Mr Seah Choo Meng
54	Ms Sirikit Oh
55	Assoc Prof Stephen Bull
56	Mr Sunny Quek Ser Khieng
57	Mr Tan How Chuan (Sam)
58	Mr Tan Kuang Hui
59	Mr Tan See Chee
60	Mr Tan Seng Chuan
61	Dr Tan Teng Hooi
62	Dr Tan Tiong Tee Clarence
63	Dr Tan Yuen Lan, Diana
64	Mdm Teo Meng Hua
65	Dr Teoh Hoon Cheow
66	Prof Thio Li-ann
67	Mr Thomas Sit Kwok Wing
68	Mr Tjio Kay Loe
69	Er. Tong Chi Wai
70	Assoc Prof Umakanth Varottil
71	Dr Wong Chiang Yin
72	Dr Yeo Khee Quan
73	Mr Willie Cheng
74	Mr Willy Shee
75	Ms Wong Lai Ping
76	Ms Yim Kam May

The following appointees' term expired on 14 December 2019:

1	Mrs Belinda Charles
2	Mr Goh Ngan Hong
3	Mr Yeo Boon Hon

The following appointees' term expired on 14 April 2020:

1	Mr Adrian Soh
2	Prof Andrew Harding
3	Ms Grace Lee Soo Hiam
4	Assoc Prof Wang Jiangyu
5	Dr Wilson Chew Huat Chye
6	Dr Wong Tien Hua

### Legal Service Officers

1	Mr Adam Nakhoda
2	Mr Adrian Loo Yu Hao
3	Ms Agnes Chan Huseh Mei
4	Mr Allan Loh Yong Kah
5	Mr Anandan s/o Bala
6	Mr Andre Moses Tan Chang Ann
7	Mr Andrew Abraham
8	Mr Andrew Tan Shao Weng
9	Ms Ang Feng Qian
10	Ms April Phang Suet Fern
11	Mr Benjamin Yim Geok Choon
12	Ms Beverly Wee Ying Ling
13	Mr Bhajanvir Singh
14	Ms Brenda Chua Wei Ling
15	Ms Carrie Chan Su-Lin
16	Mr Chan Wang Ho
17	Ms Charlene Tay Mei Woon

18	Ms Chee Min Ping
19	Ms Chong Chin Chin
20	Mr Chong Kah Wei
21	Mr Christopher Goh Eng Chiang
22	Mr Christopher Ong Siu Jin
23	Ms Chung Yoon Joo
24	Mr Colin Seow Fu Hong
25	Ms Constance Tay Woan Fen
26	Ms Cornie Ng Teng Teng
27	Ms Crystal Tan Yan Shi
28	Mr Daniel Koh Poh Leong
29	Mr David Lee Yeow Wee
30	Mr David Lim Hock Choon
31	Mr David Lim Jit Hee
32	Mr David Low Quan Ming
33	Mr Davyd Chong Wenquan
34	Ms Deena Bte Abdul Aziz Bajrai
35	Mr Derek Loh Kong Yue
36	Ms Diane Tan Yi-Lui
37	Mr Eddy Tham Tong Kong
38	Mr Edgar Foo Mau Peng
39	Ms Elena Yeo Ju-Lan
40	Ms Elena Yip Luyang
41	Ms Elizabeth Lee Liang Mae
42	Mr Eugene Lee Yee Leng
43	Mr Eugene Teo Weng Kuan
44	Ms Eunice Chong Miao En
45	Mr Fu Qijing
46	Ms Gay Hui Yi
47	Mr Gilbert Low Teik Seang
48	Mr Gnanasighamani Kannan
49	Mr Gordon Oh Chun Wei
50	Ms Grace Lim Seow Gek
51	Ms Hamidah Bte Ibrahim

52	Mr Han Ming Kuang
53	Ms Hee Mee Lin
54	Ms Ho Su-Lyn
55	Mr Hon Yi
56	Ms Hung Ning Shing
57	Mr Imran Bin Abdul Hamid
58	Mr Ivan Chua Boon Chwee
59	Mr James Elisha Lee Han Leong
60	Ms Janet Wang Lan Jee
61	Ms Janice Chia Yong Yong
62	Ms Janice Wong Shi Hui
63	Ms Jasbendar Kaur
64	Mr Jason Tan Theng Kok
65	Ms Jasvender Kaur
66	Mr Jay Lee Yuxian
67	Ms Jean Chan Lay Koon
68	Mr Jeremy Yeo Shengfong
69	Mr Jeyendran s/o Jeyapal
70	Ms Jill Tan Li Ching
71	Mr Joel Chen Zhi'en
72	Mr John Lu Zhuoren
73	Mr John Ng
74	Mr Jordon Li Mingjie
75	Mr Joseph Yeo Swee Teck
76	Mrs Joyce Chao Suling
77	Ms Joyce Low Wei Lin
78	Mr Justin Yeo Rong Wei
79	Ms Kamalambigai Ponnampalam
80	Ms Kan Shuk Weng
81	Ms Karen Ang Aiping
82	Ms Kathryn Thong Lijuan
83	Mr Kelvin Kow Weijie
84	Mr Kenneth Yap Yew Choh
85	Mr Kessler Soh Boon Leng

86	Mr Kevin Yong Ee Wen
87	Mr Kumaresan s/o Gohulabalan
88	Mr Lau Wing Yum
89	Mr Lee Cheow Han
90	Mr Lee Chuan Huei
91	Mr Lee Sing Lit
92	Ms Lee Ti-Ting
93	Ms Lee Yean-Lin
94	Mr Lee Zu Zhao
95	Mr Leonard Goh Choon Hian
96	Mr Lim Jian Yi
97	Mr Lim Keng Yeow
98	Ms Lim Sai Nei
99	Mr Lim Tse Haw
100	Mr Lim Yew Jin
101	Mr Loo Ngan Chor
102	Mr Louis Agnelo D'Souza
103	Ms Low Siew Ling
104	Mr Luke Tang
105	Ms Lynda Lee Gek Huang
106	Ms Lynette Yap Beng Lyn
107	Mr Ma Hanfeng
108	Ms Magdalene Huang Xin'en
109	Mr Marcus Song Ee Pin
110	Ms Marie Christina Koh Sok Kheng
111	Mr Mark Jayaratnam
112	Mr Mark Tay See Keng
113	Mr Marvin Bay Boon Teck
114	Ms May Lucia Mesenas
115	Ms Miranda Yeo Eng Joo
116	Ms Natalie Yu-Lin Morris
117	Mr Nathaniel Khng Yong-Ern
118	Mr Ng Cheng Thiam
119	Mr Ng Der Lim

120	Mr Ng Yiwen
121	Mr Nicholas Khoo Tian Lun
122	Ms Nicole Loh Wern Sze
123	Ms Nor'ashikin Bte Samdin
124	Mr Norman Yew Li Chuen
125	Mr Ong Chin Heng
126	Ms Ong Luan Tze
127	Mr Ow Yong Tuck Leong
128	Ms P Arul Selvamalar
129	Mr Paul Chan Wei Sern
130	Mr Paul Chia Kim Huat
131	Mr Paul Quan Kaih Shiu
132	Mr Phua Wee Chuan
133	Mr Prem Raj s/o Prabakaran
134	Ms Qiu Huixiang
135	Mr Ramu Miyapan
136	Mr Reynard Cheok Yu-Liang
137	Mr Ronald Gwee Tiong Kee
138	Ms Ruth Wong Shuyi
139	Ms Sabrina Choo Wen Shan
140	Ms Salina Bte Ishak
141	Mr Samuel Chua Hwa Kuan
142	Ms Sandra Looi Ai Lin
143	Mr Sanjiv Vaswani
144	Ms Sarah Lam Yan Xia
145	Mr Sellakumaran s/o Sellamuthoo
146	Mr Seow Zhixiang
147	Ms Serene Seet Lay Cheng
148	Mr Shaiffudin Bin Saruwan
149	Ms Sharmila Sripathy
150	Ms Sharon Ong Su Min
151	Mr Shawn Ho Hsi Ming
152	Mr Sheik Mustafa Bin Abu Hassan
153	Ms Shobha Gopalakrishnan Nair

154	Mr Stanley Kok Pin Chin
155	Ms Suriakumari d/o Sidambaram
156	Mr Tan Jen Tse
157	Ms Tan Shin Yi
158	Mr Tan Sze Yao
159	Mr Teo Guan Siew
160	Mr Terence Chua Seng Leng
161	Mr Terence Tan Zhong Wei
162	Ms Then Ling
163	Mr Thomas Mathew Koshy
164	Ms Toh Hwee Lian
165	Mr Toh Shin Hao
166	Mr Toh Yung Cheong
167	Ms Vanessa Yeo Xue Ying
168	Mr Victor Lim See Wai
169	Mrs Wendy Chang Mun Lin
170	Ms Wileeza Bte A Gapar
171	Mr Winston Man Kah-Soon
172	Ms Wong Choon Ning
173	Mr Wong Kok Weng
174	Ms Wong Li Tein
175	Ms Wong Peck
176	Mr Wong Woon Kwong
177	Mr Zhong Zewei

### Active Review Committees Between 1 September 2019 to 31 August 2020

A total of 101 Review Committees were appointed for each case referred during this review year. The Review Committee either directs dismissal of a complaint with reasons or refers the same to the Chairman of the Inquiry Panel for further investigations.

Out of a total of 101 cases, the results are as follows:

- 48 cases were dismissed completely;
- 32 cases were fully recommended for further investigation by an Inquiry Committee;
- 15 cases contained both a direction for dismissal for some complaints and a recommendation for further investigation for the rest by an Inquiry Committee;
- 1 complaint was withdrawn; and
- 5 cases are still pending as at 31 August 2020.

### Active Inquiry Committees Between 1 September 2019 to 31 August 2020

As at 1 September 2019, there were 28 cases pending from previous review year. These Inquiry Committees have completed their investigations and the results are as follows:

- 19 cases were dismissed;
- 8 cases were recommended for warnings, reprimand or imposition of penalties; and
- 1 case was referred for formal investigations by the Disciplinary Tribunal.

During the current review year, 41 Inquiry Committees were constituted to look into the complaints which have been referred by the Review Committees during this review year. Twenty-two (22) Inquiry Committees have completed their investigations and the results are as follows:

- 10 cases were dismissed;
- 3 cases were recommended for warnings, reprimand or imposition of penalties;
- 5 cases were referred for formal investigations by the Disciplinary Tribunal;
- 1 complaint was withdrawn; and
- 3 cases where the Inquiry Committee had recommended partial dismissals. As such, parts of these cases were either recommended for warnings, reprimand or imposition of penalties on the Respondents, or to be referred to the Disciplinary Tribunal.

Extensions of time were granted in several cases because of the unavailability of either the Complainant or the Respondent and the difficulty in fixing dates suitable to all parties. In some cases, extensions were granted due to the complexity of the cases. Twenty (20) cases are pending as at 31 August 2020.

Finally, I would like to thank all members of the Inquiry Panel for their valuable time and hard work put into handling the cases assigned to them. It is the willingness of members to take on these duties that ensures the integrity of the practising profession and upholds its independence.

Dated this 31<sup>st</sup> day of August 2020

**Francis Xavier, SC**  
Chairman  
Inquiry Panel

# SERVING THE COMMUNITY



04

# COMPENSATION FUND

## *Aziz Tayabali Samiwalla, Chairperson*

The Council administers the Compensation Fund (the Fund) that provides grants to reduce or mitigate loss suffered by any person in consequence of dishonesty of a lawyer in connection with his/her practice in Singapore or any trust in Singapore of which the lawyer is a trustee.

Such grants may also be made to compensate for loss as a result of the dishonesty of an employee of a law practice in the course of his/her employment. The Fund is administered under the terms of section 75 of the Legal Profession Act and the Legal Profession (Compensation Fund) Rules.

Every practising member of the Law Society contributes an annual sum of \$100 to the Fund when he/she renews his/her full-time practising certificate. Those applying for practising certificate after 1 October contribute a sum of \$50 to the Fund.

In 2019, the Committee reviewed and recommended changes to the Compensation Fund guidelines. Council accepted and approved the amended the guidelines with a view to making it more accessible to deserving claimants.

One (1) application for compensation was considered by the Committee in 2019 and the Committee, having carefully considered the application, made a recommendation to Council. After careful consideration, Council determined to make a grant of \$24,375.00 to the applicant out of the Compensation Fund.

For the period under review from 1 September 2019

to 31 August 2020, the Committee received 4 fresh applications for grants from the Compensation Fund. The Committee has carefully considered these applications and determined that in respect of 3 of these applications, they should be dismissed as they did not meet the criteria for payment out of the Compensation Fund, i.e. that the alleged losses were not sustained in consequence of dishonesty on the part of the solicitor or his staff. For the 4th application received, the Committee notes that the applicant had made a complaint under section 85 of the Legal Profession Act and therefore the Committee has resolved to only consider the application after the inquiry into the complaint has been concluded.

### **Committee Members**

Aziz Tayabali Samiwalla - Chairperson  
Tan Kay Kheng - Vice-Chairperson  
Tan Gim Hai Adrian - Council Representative  
Lam Kuet Keng Steven John  
Lau Kah Hee  
Peter Chong Siong Siang  
Tan Jee Ming  
Sean Francois La'Brooy  
Dr Qiu Yang

### **Secretariat Representative**

K Gopalan  
Bagchi Anamika

# PROFESSIONAL INDEMNITY

## Lok Vi Ming, SC, Chairperson

Amidst a hardening insurance market, the Compulsory Professional Indemnity Scheme (the Scheme) was renewed for the period 1 April 2020 to 31 March 2021 on the same premium terms and conditions as the 2019/2020 policy.

The Scheme broker, Lockton Companies (Singapore) Pte Ltd, advised that the premium rates for all classes of insurance were increasing following the departure of some insurers from the local market, and also the withdrawal or reduction of capacity by certain other insurers. In addition, due to some heavy losses, insurers are no longer able to offer competitive premium terms.

Nevertheless, with regard to the Scheme, despite the participating insurers taking the position that the expiring premium levels were unsustainable, the Scheme broker negotiated hard to renew the Scheme on expiring premium terms and conditions. However, one of the co-insurers, Zurich Insurance Company Ltd (Singapore Branch) having a 15% participation share, declined renewal on those premium terms and conditions, and withdrew its participation. This insurer's share was then allocated to the lead insurer, MS First Capital Insurance Limited, and India International Insurance Pte Ltd, one of the co-insurers. The other co-insurer, QBE Insurance (Singapore) Pte Ltd, did not wish to increase its participation share.

In these circumstances, the Council of the Law Society accepted the PI Committee's recommendation to renew the Scheme on the same premium terms and conditions of the previous policy year. The Scheme was renewed accordingly.

As at the end of April 2020, 937 Law Practices were insured under the Scheme. This consists of:

Type of Law Practice	Number
Sole Proprietors, Partnerships and Sole Directors LLCs	680
Law Corporations	179
Limited Liability Partnerships	78

The Committee has noted that year on year since 2016, there has been an increase in the number of Law Practices (about 10% more Law Practices now than in 2016). Likewise, the number of Insured Persons (Practitioners, Foreign Lawyers, Locum Practitioners and Regulated Non-Practitioners) has also grown. For the current year as at end April, a total of 5,733 individuals were insured, almost 20% more than in 2016.

### Committee Members

Lok Vi Ming, SC - Chairperson  
M Rajaram - Council Representative  
Darius Malachi Lim Wen Hong  
Edric Pan XingZheng  
Eusuff Ali s/o N B M Mohamed Kassim  
Lin Hui Yin, Sharon  
Mark Lewis Shan  
Mohamed Ibrahim s/o Mohamed Yakub  
Ong Lee Woei  
Pateloo Eruthiyanathan Ashokan  
Simon Goh Keng Yeow  
Yap Chin Choo, Juliana

### Secretariat Representative

K Gopalan  
Bagchi Anamika

# ACKNOWLEDGEMENTS



05

# ACKNOWLEDGEMENTS

The Law Society is grateful for the support of the following law practices and organisations whose partners, directors, associates, legal officers and legal counsel have contributed their time and effort to carry out the work of the Law Society:

A C Fergusson Law Corporation  
A C Shone & Co  
A. Rohim Noor Lila LLP  
Abdul Rahman Law Corporation  
Achievers LLC  
Adelphi Law Chambers LLC  
Advent Law Corporation  
Advocatus Law LLP  
Aequitas Law LLP  
Affinity Law LLC  
Allen & Gledhill LLP  
Allen & Overy LLP  
Amarjit Sidhu Law Practice  
Amica Law LLC  
Amolat & Partners  
Anderson Mori & Tomotsune (Singapore) LLP  
Ann Tan & Associates  
Arul Chew & Partners  
Ascendant Legal LLC  
Ascentsia Law Corporation  
Ashurst LLP  
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Aziz Tayabali & Associates  
B Rengarajoo & Associates  
Baker & McKenzie.Wong & Leow  
BC Lim & Lau LLC  
Beacon Law Corporation  
Belinda Ang Tang and Partners  
Bih Li & Lee LLP  
Bird & Bird ATMD LLP  
Blackoak LLC  
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BR Law Corporation  
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Breakpoint LLC  
C Paglar & Co  
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Catherine Lim LLC  
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Chia Wong Chambers LLC  
CHP Law LLC  
Chris Chong & CT Ho LLP  
Circular Law Chambers LLP  
Citibank  
City Law LLC  
Clasis LLC  
Clifford Chance Pte Ltd  
Clifford Law LLP  
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CNPLaw LLP  
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Collyer Law LLC  
Continental Law LLP  
Conyers Dill & Pearman Pte. Ltd.  
Crocs Singapore Pte Ltd  
CTLC Law Corporation  
Damodara Ong LLC  
David Lim & Partners LLP  
David Llewelyn & Co LLC  
David Nayar and Vardan  
Davinder Singh Chambers LLC  
DBS Bank Ltd  
DC Law LLC

## Acknowledgements

DCMO Law Practice LLC  
De Souza Lim & Goh LLP  
Deepak Raja & Associates  
Dentons Rodyk & Davidson LLP  
Dharma Law LLC  
Dharsan Seiter Law Corporation  
Donaldson & Burkinshaw LLP  
Drew & Napier LLC  
Duane Morris & Selvam LLP  
DWF LLP  
Edmond Pereira Law Corporation  
Eldan Law LLP  
Ella Cheong LLC  
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Engelin Teh Practice LLC  
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Focus Law Asia LLC  
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Gibson, Dunn & Crutcher LLP  
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Linklaters Singapore Pte Ltd  
Lisa Sam & Company  
Loo & Partners LLP  
Lukshumayeh Law Corporation  
Lumen Law Corporation  
LVM Law Chambers LLC

## Acknowledgements

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Malkin & Maxwell LLP  
Mallal & Namazie  
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Matthew Chiong Partnership  
Mayer Brown (Singapore) Pte Ltd  
Michael Hwang Chambers LLC  
Millennium Law LLC  
Mirchandani & Partners  
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Mori Hamada & Matsumoto (Singapore) LLP  
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Oliver Quek & Associates  
One Legal LLC  
Oon & Bazul LLP  
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PRP Law LLC  
PY Legal LLC  
Q.E.D. Law Corporation  
Quahe Woo & Palmer LLC  
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Ramana Law Corporation  
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RHTLaw Taylor Wessing LLP  
Riaz LLC  
Robert Wang & Woo LLP  
Ronald Choo LLC  
Sabara Law LLC  
Sage Mediation Pte Ltd  
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Schellenberg Wittmer Pte Ltd  
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Singapore Kindness Movement  
Soraya H Ibrahim & Co  
Squire Patton Boggs  
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Sureshan LLC  
T L Yap Law Chambers LLC  
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That.Legal LLC  
The Alternative Investment Management Limited  
The Chartered Institute of Arbitrators  
Tito Isaac & Co LLP  
Trident Law Corporation

TSMP Law Corporation  
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Wee Swee Teow LLP  
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Winchester Law LLC  
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Wong & Yian LLC  
Wong Alliance LLP  
Wong Thomas & Leong  
WongPartnership LLP  
Yusarn Audrey  
Zico Insights Law LLC

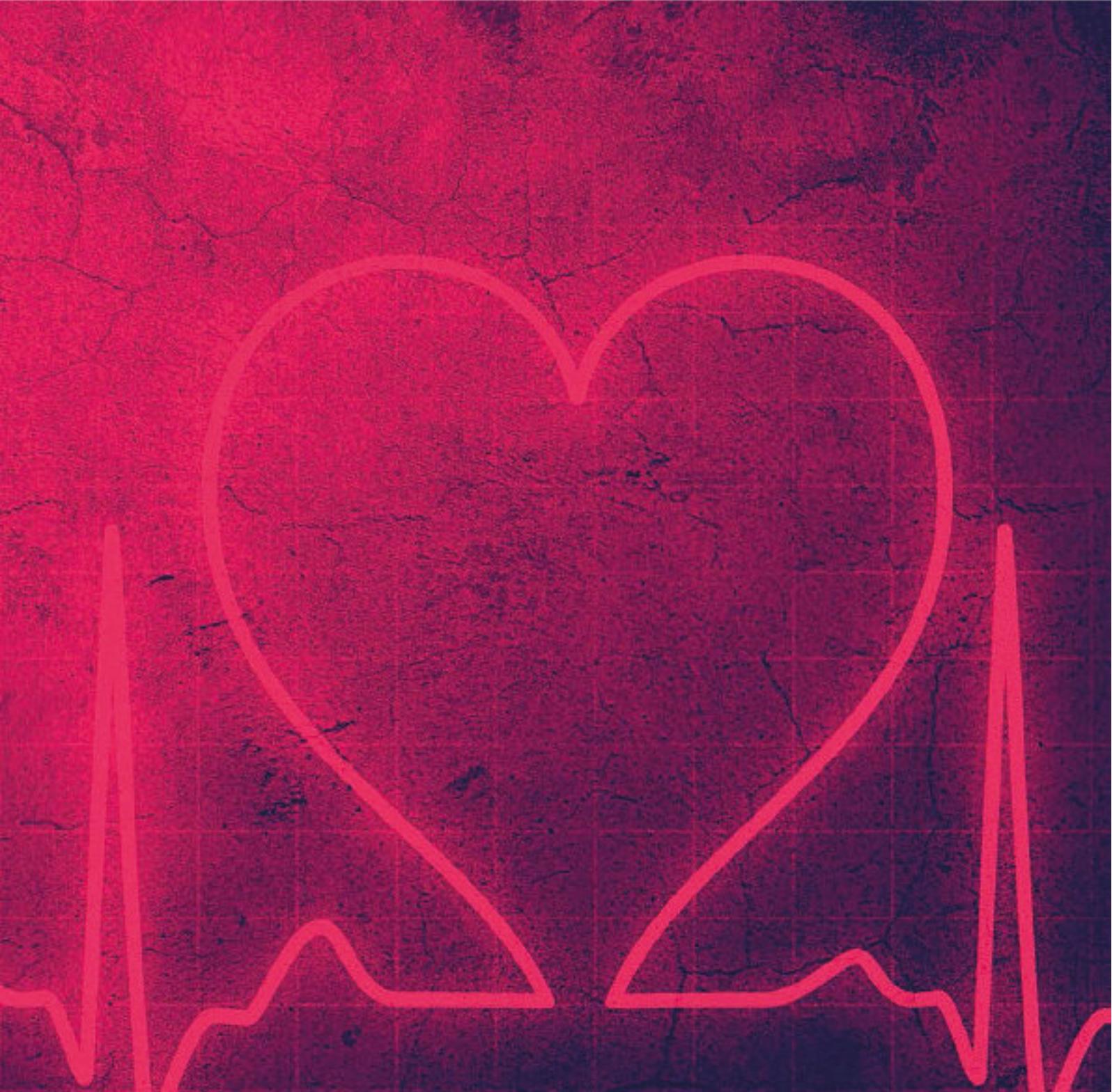
The Law Society would also like to thank the following for their support of the work of the Society:

Supreme Court of Singapore  
State Courts of Singapore  
Syariah Court  
Attorney-General's Chambers  
Singapore Academy of Law  
Singapore Institute of Legal Education  
Ministry of Law  
Ministry of Culture, Community and Youth  
Ministry of Social and Family Development  
Ministry of Home Affairs  
Other Government Ministries and Statutory Boards

# PRO BONO SERVICES



06



# ANNUAL REPORT



LAW SOCIETY  
PRO BONO SERVICES

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# CORPORATE INFORMATION

Law Society Pro Bono Services (LSPBS) is a registered charity with an Institution of a Public Character (IPC) status.

Launched in 2007, and incorporated in 2017, LSPBS provides pro bono legal assistance to the community and to organisations in Singapore serving the needy and disadvantaged.

**UEN No.:** 201700430E

**Date of Charity Registration:** 31 March 2017

**IPC Period:** From 31 March 2019 to 31 March 2022

**NCSS Full Member** since 1 April 2017

**Auditor:** Baker Tilly TFW LLP

**Bankers:** Oversea-Chinese Banking Corporation Limited and Bank of East Asia

**Address:** 1 Havelock Square, #B1-18 State Courts, Singapore 059724

**Tel:** 6536 0650

**Email:** [enquiry@lawsocprobono.org](mailto:enquiry@lawsocprobono.org)

**Website:** [www.lawsocprobono.org](http://www.lawsocprobono.org)



# ABOUT US

LSPBS works to:

- a. develop and ensure a just and efficient system for the provision of pro bono legal services in Singapore;
- b. coordinate the provision of civil, criminal and community pro bono legal services with various agencies;
- c. recruit, train and manage volunteers from the legal fraternity and beyond for the provision of pro bono services;
- d. identify areas of need in the community for pro bono services; and
- e. protect and assist the public on matters of the law relevant to their lives, particularly through programmes to develop public legal literacy.

## OUR VISION AND MISSION

LSPBS serves the community by facilitating access to justice for the needy and vulnerable so that all may have access to justice in Singapore.



# CHAIRMAN'S MESSAGE

Charles Dickens in *"A Tale of Two Cities"* could well have been describing this year when he penned: *"It was the best of times, it was the worst of times"*.

The facts, figures, individual committee reports and other data points for 2020 are found in this Annual Report. I shall not delve into the same here in this high-level introduction.

The story of 2020 is the story of COVID-19. It threatened to bring the good work that this charity does to a grinding halt. But compassion will always find a way. The heart of compassion to aid the weakest in society will always pulsate and throb with the rhythm of life and love to sustain the LSPBS body of operations. Kudos to the LSPBS leadership spearheaded by CEO Tanguy for ensuring rain or shine, public health pandemic or not, access to justice is an essential service that we needed to provide!

I single out our captain Tanguy specifically who deservedly was lauded by Minister Edwin Tong during the launch of LAW@CDC 2020 in the following terms *"Thank you very much, Tanguy, you have chosen this path because I know that you would have made a first class lawyer in practice, in any field you chose but you have chosen to serve with LSPBS for so many years of your professional life, and that really is a credit and testament to the kind of deep bench strength that Law Society has."*

Bouquets and confetti go out to our dedicated volunteers who expended their altruistic energy and passion to help the vulnerable in community. To both staff and volunteers of LSPBS, your resilience, courage, nimbleness and agility in the face of this crisis, overcoming physical constraints of your own while WFH as well as wellbeing challenges and struggles of your own is salutary and inspiring. You put the needs of the community above yourselves. If these were the "best of times", it is because the best came out from you even through "the worst of times".

Pandemic or not, LSPBS staff and volunteers valiantly carried on service as usual. You have been the heroes and heroines of the hour and frontline workers to combat the tertiary effect of the pandemic. Your resilient heart inspires others to overcome, to have resolve and to steel yourselves to surmount setbacks (in whatever shape or form). You make us stronger as a community and organization. And your strength adds strength to the lives of very single pro bono volunteer and staff.

Why tertiary effect? The primary effect of the pandemic is obviously in the area of health. The secondary victims are the businesses and law firms due to economic challenges wrought by the crisis. And obviously, when the economy is down, the donor dollar dries up. So charities like ours potentially risk being tertiary victims.

We need to discern with perception and insight who are the new vulnerable and the more vulnerable in a crisis like this. So that we can reach out with targeted, relevant services to ensure that chronic issues do not become acute. As Martin Luther King Jr rightfully quipped *"Injustice anywhere is a threat to justice everywhere"*.

The CLAS team received approvals under General Exemptions to open shop even during the Circuit Breaker phase in April to May to receive clients for interviews. There was certainly no tighter or more stringent standard applied for means. It was service as usual.

The lessons we learnt well will prove beneficial and efficient long after this pandemic leaves our shores. Our legal clinics continued albeit ported over via online counselling. The reach proved effective in a significant number of cases. I can attest to sessions where even as a pro bono volunteer who helped provide a clinic consultation, counselees felt more psychologically secure, safe and confident enough to share their story. Ironically, the remoteness when it comes to more sensitive and delicate areas such as family law and debt management proved a blessing in disguise for counselees to share deeper narratives that in turn leads to more informed advice by the lawyer. Practically too, this reduces travelling time for both lawyer and counselee and ensures flexibility in scheduling. Online service delivery platforms remains a valuable tool for the future.



I commend the management for experimenting with different platforms as well as searching out the most effective modalities for different beneficiaries. We need to obviously be vigilant about cybersecurity and cybercrime risks but these online modalities is the way of the future (even if it will serve to supplement physical clinics in a post-COVID-19 environment).

We were also intentional to organise webinars that saw a staggering number of attendees – the likes of which we rarely see in usual times. The stream of information, knowledge and understanding reached out to audiences for as long as they had a laptop, personal computer or smart phone. The digital delivery of programmes harnesses tech - a great leveller. It enables a greater inclusion across the stratas of society irrespective of race, ethnicity, creed, religion, gender and physical or mental disabilities.

The FJSS roll out has been succinctly outlined by Tanguy in his summary. Through the clearing house model and the indefatigable efforts of June Lim and team, our compassionate family law healers reach out and touch, in therapeutic justice, to make a difference to the hurting (in emotion and law).

One of the more exciting initiatives receiving extraordinary media coverage this year is the migrant worker or guest worker justice. We remain committed to build the platform right and well. If we do, the NGOs will come. Through the exchange of best practices and strengthening the arms of our migrant worker organisations through legal representation and legal advice (via an upcoming virtual clinic still at an embryonic stage), we aim to impact some of the lives of the downtrodden and marginalized.

Our networks (local and international) and community for good are impacting the nation more and more. Our annual LAW@CDC continues to grow in stature and scale as the nation's premier legal literacy awareness campaign. Long may that continue!

On behalf of the LSPBS Board, our heartfelt appreciation goes out to each of you, staff or volunteer, stakeholder or supporter, benefactor or facilitator. You have not only contributed but in many cases sacrificed given in your labour of love for this cause. We are where we are and can reach out to whom we can only because you believe. A special word of gratitude goes out to the Ministry of Law whose partnership with CLAS to create what is effectively the Office of Private Defender has given us the ability to give sinew and muscle to the weakest in society so that they can reach out for justice. The shot in our arm of funding and guidance has propelled us to where we are. And more people in the community experience a difference in their lives and live out that difference with their dignity restored, reduce asymmetry in legal knowledge, experience equality before the law and walk on with hope in their hearts.

Finally, may we all continue to believe...in a brighter and better tomorrow that will emerge post-COVID-19. It won't be apocalyptic but a haven on earth where beating hearts of compassion, resilience and service will be found not just in all of us who are part of this cause but throughout the community.

GREGORY VIJAENDRAN, SC



# CEO'S MESSAGE

The cover of this year's annual report reflects a more sombre theme than last year's kaleidoscope of colours. The Covid-19 pandemic has reached our shores. As our nation contends with the virus, its impact is being felt around the world. Like a tsunami, it threatens to leave in its wake massive economic disruption affecting the lives of millions. The most vulnerable and marginalised are especially at risk. The spread of infections has already started to impinge on our day-to-day lives at home, at work and in our community.

With the closure of entertainment venues, tuition centres, shopping malls, retail establishments and tourist attractions, safe distancing measures may soon restrict our ability to run our access to justice programmes. In anticipation of that possibility, we have started to port over our core programmes to online service delivery platforms. We have also started implementing work from home arrangements for all our operations in the event of a lock down. My colleagues have shown remarkable commitment, adaptability, and concern for those we serve in preparing for this business continuity transition.

Crisis often comes with opportunity. The digital delivery of some of our programmes is showing promise in terms of increased outreach and accessibility for persons seeking legal help when compared to traditional in-person assistance. For example, our law awareness webinars are drawing larger numbers than our physical talks. Our new virtual legal clinics give the convenience of online access to members of the public with mobility issues and save significant travel time for our volunteers. This crisis is strengthening us by accelerating our digital transformation plans.

Our ability to continue work during the pandemic does not depend solely on the re-design of systems and processes. It very much depends on the passion of our volunteers, supporters, partners and my colleagues. Without their heart, there would be no drive to persevere and transcend obstacles and difficulties.

Our annual report cover this year therefore pays homage to their amazing heart for access to justice. A heart which is beating strong and true and giving strength to all our endeavours in the face of adversity.

These include the roll-out of the Family Justice Support Scheme (FJSS) to assist persons of modest means who marginally fail the Legal Aid Bureau's means test as well as impecunious foreign spouses with citizen children who do not qualify for legal aid due to their non-permanent resident status. With the generous support of the Tote Board, we have partial funding to support the FJSS for the next few years.

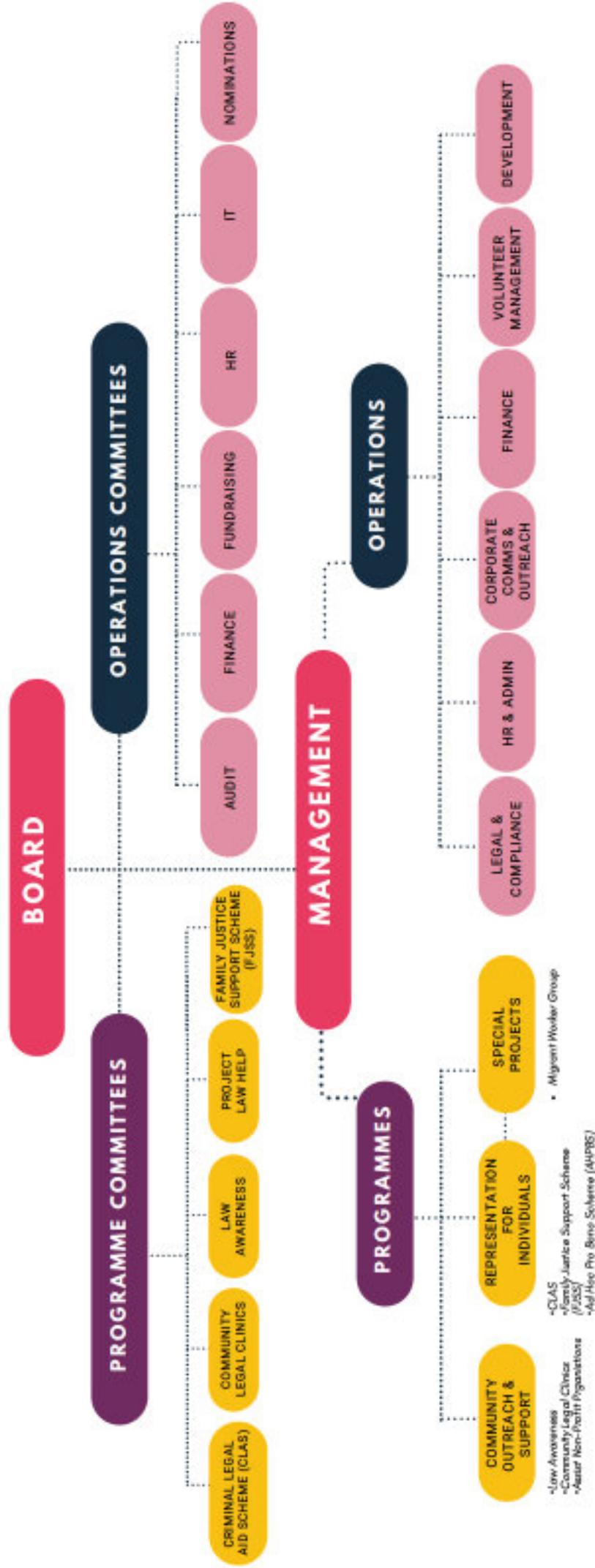
Our Migrant Workers' Group initiative (MWG) continues to coordinate legal support for migrant workers made all the more vulnerable by the pandemic. MWG has started to offer virtual legal clinics to migrant workers with the assistance of volunteer interpreters.

On behalf of the LSPBS team, I would like to express our heartfelt gratitude to you - our volunteers, donors and partners - for your giving of time, talent and treasure. Your passionate support inspires us to explore new initiatives and maintain a steady course in pursuit of access to justice for the needy wherever they may be in our community.

  
LIM TANGUY



# ORGANISATION CHART



-CLAS  
-Low Awareness  
-Community Legal Clinic  
-Assist Non-Profit Organisations

-CLAS  
-Family Justice Support Scheme  
(FJSS)  
-Ad/Hee Pro Bono Scheme (AUPBC)

-Migrant Worker Group



# BOARD OF DIRECTORS



**GREGORY VIJAYENDRAN, SC**  
**CHAIRMAN**

Mr Vijayendran, SC is a partner in the Commercial Litigation Practice Group in Rajah & Tann Singapore LLP. He serves as President of The Law Society of Singapore and Vice President of the Singapore Academy of Law.

Mr Vijayendran, SC was the inaugural Pro Bono Ambassador of The Law Society in 2009. He has been actively involved over the years in community-based legal clinics, as facilitator and volunteer as well as representing indigent clients.

In community service, Mr Vijayendran, SC has had a longstanding relationship with various charities and VWOs in aid of children and the elderly. He served as founding member and Vice President of the Children's Cancer Foundation (then known as Working in Aid of Leukaemic Kids) from 1992 – 1995, as Chairman of Camp Rainbow in 1994 -1995 and from late 1996 to early 2015, as President of Club Rainbow (Singapore) (serving families of children with chronic and life-threatening illnesses). He has served on the Board of Agency for Integrated Care Ltd (focusing on social care and health care for the disabled and elderly), was a founding Director of the Singapore Cord Blood Bank, chairs Rainbow Across Borders (catalysing awareness of chronic and life threatening illnesses in Asia), and finally, serves as a Trustee of the National Youth Fund and the Rare Disease Fund and is Deputy President of the Tribunal of Maintenance of Parents. In 2020, Mr Vijayendran, SC was also appointed as board member of the National Council of Social Services.



**KELVIN WONG**  
**DEPUTY CHAIRMAN**

Mr Wong is Co-Head of the Corporate & Commercial Department of Allen & Gledhill LLP, and co-heads the Energy, Infrastructure and Projects Practice.

He also serves as an independent director on the boards of AETOS Holdings and Singapore Anti-Narcotics Association.



**DINESH SINGH DHILLON**  
**TREASURER**

Mr Dhillon is a Partner at Allen & Gledhill LLP. He is the Co-Head of the firm's International Arbitration practice and practises international arbitration and litigation. He is the President of The Singapore Institute of Arbitrators and Chair of the International Bar Association's Asia Pacific Newsletter.

He was also previously Honorary Treasurer of The Law Society of Singapore. Mr Dhillon has been a volunteer of Law Society Pro Bono Services' Criminal Legal Aid Scheme (CLAS), a non-profit initiative to provide legal assistance to needy defendants in criminal cases, and Ad Hoc Pro Bono Scheme since 2015.



# BOARD OF DIRECTORS



## ARFAT SELVAM

Mrs Arfat Selvam is a Managing Director of Duane Morris & Selvam LLP and Selvam LLC. She practices in the area of corporate law. Mrs Selvam was the President of The Law Society of Singapore in 2003. Before that she had served as Council and Exco Member of The Law Society of Singapore and as Chairman of its Inquiry Panel and Corporate Practice Committee. She was Chairman of the Law Society Pro Bono Management Committee for 10 years up to 2017.

In addition to being on the Board of Law Society Pro Bono Services, Mrs Selvam is currently a director of Jurong Health Fund Limited and Rahmatan Lil Alamin Foundation Ltd. In 2015, she was awarded the CC Tan Award for upholding the values of honesty, fair play and personal integrity by The Law Society of Singapore and was made Law Society Pro Bono Ambassador in 2017.



## N SREENIVASAN, SC

Mr Sreenivasan, SC is the Managing Director and Managing Partner, Singapore at K&L Gates Straits Law LLC. He was previously a Council member, Exco member and Treasurer of The Law Society of Singapore. Mr Sreenivasan, SC has been actively involved in the pro bono activities of The Law Society for over 25 years and has served as the Chairman of the Law Awareness Committee of The Law Society and led various projects.

He was also a member of the Steering Committee of the Enhanced CLAS. He was Law Society Pro Bono Ambassador in 2010. Mr Sreenivasan currently serves as a member of the board of the Singapore Business Federation Foundation and is chairman of its programmes committee.

He was awarded the Public Service Medal in 2014.



## TAN CHEOW HUNG

Mr Tan is a Director at Beacon Law Corporation. He has almost 2 decades of experience in private legal practice. The greater part of his experience has been in Dispute Resolution.

He has represented clients in a diverse range of civil and commercial disputes, including shareholders' and partnership disputes, employment disputes, defamation proceedings, construction disputes, banking disputes and tortious claims.

He was Law Society Pro Bono Ambassador in 2016.



# BOARD OF DIRECTORS



## ADRIAN TAN

Mr Tan is a partner at TSMP Law Corporation, a director of Maxwell Chambers Pte Ltd and the Honorary Legal Counsel for the Singapore Association of the Visually Handicapped.

Mr Tan was the former general counsel at CrimsonLogic, a Singapore government technology company that provides network services in the legal, healthcare and trade sectors. He has degrees in law as well as computer science and psychology.



## PAUL SEAH

Mr Seah is a Senior Partner of Tan Kok Quan Partnership. Widely recognised as a leading practitioner by leading independent legal publications, Mr Seah has acted as lead counsel in some of Singapore's most important and high-profile litigation cases in recent years. Mr Seah also has a speciality in insolvency and restructuring work, having advised on numerous well-publicised insolvencies. In addition, Mr Seah writes on a wide variety of dispute resolution related topics and has contributed to important Singapore publications for litigators.

Outside of legal practice, Mr Seah is the chairperson of the Living Waters Methodist Church and a board member of Metropolitan YMCA Singapore. Mr Seah is a volunteer at Law Society Pro Bono Services' Community Legal Clinic where he dispenses free legal advice to the under-resourced on a regular basis.



## THIO SHEN YI, SC

A founding member of TSMP Law Corporation and a leading figure in Singapore's legal community, Mr Thio, SC served as the 25th President of The Law Society of Singapore from 2015 to 2016. He was appointed Senior Counsel in 2008 and elected a Master Bencher of The Middle Temple in 2016. He specialises in corporate, commercial and financial litigation disputes.

Mr Thio, SC is often cited as a leading individual in Dispute Resolution in many top international legal publications for his work in dispute resolution, primarily as counsel, occasionally as arbitrator.



# BOARD OF DIRECTORS



## **DEREK KANG**

Mr Kang is the Managing Director of Cairnhill Law LLC. He is a dispute resolution lawyer with a focus on commercial and civil litigation, as well as criminal matters and has conducted and won trials and appeals at all levels of the Singapore judicial system.

Mr Kang represents and advises companies and individuals in a broad range of cases, including shareholders and directors' disputes, contractual and employment disputes and cases involving fraud.

He is currently the Chairman of the CLAS Committee and has also served on the Criminal Practice Committee of The Law Society since 2006.



## **SUNIL SUDHEESAN**

Criminal lawyer Mr Sudheesan is the Head of Quahe Woo & Palmer LLC's Criminal Department. Mr Sudheesan's passion is criminal law. He is currently the President of the Association of Criminal Lawyers of Singapore. Mr Sudheesan is actively involved in pro bono work and attends regularly at various legal clinics. He is also a volunteer lawyer with CLAS.

For his efforts, Mr Sudheesan was awarded one of the two Subordinate Courts' Volunteer of the Year (Advocate and Solicitor category) awards in 2010.

Currently, Mr Sudheesan is one of 3 criminal lawyers assisting in the Enhanced Guidance for Plea Scheme in the State Courts. Mr Sudheesan sits on the CLAS Steering Committee and is the Vice-Chairperson of The Law Society's Small Law Firms Committee.

He was Law Society Pro Bono Ambassador in 2019.



# MANAGEMENT



**LIM TANGUY**  
CHIEF EXECUTIVE OFFICER

Mr Lim was a practising lawyer for 12 years before joining The Law Society of Singapore in 2007 to set up and run its Pro Bono Services Office. He served as The Law Society's Director of Pro Bono Services until his appointment to LSPBS in 2017 as its Chief Executive Officer.

Mr Lim is a passionate advocate for encouraging pro bono service by the legal profession and is a frequent speaker at regional pro bono conferences. A Tote Board scholar, Mr Lim has had more than a decade of non-profit leadership experience in working with public-private-people partnerships to enhance access to justice in Singapore.



**GOPINATH PILLAI**  
DIRECTOR, CRIMINAL LEGAL AID SCHEME

Mr Pillai is the Director of the Criminal Legal Aid Scheme (CLAS) since 2015. He oversees the administration of CLAS, and the Ad Hoc Pro Bono Scheme (AHPBS). Whilst CLAS provides criminal defence representation those who are unable to afford defence counsel in non-capital offences, AHPBS is an initiative where people may be referred for assistance in situations where they are unable to obtain legal assistance anywhere else.

Mr Pillai supervises the CLAS Fellowship comprised of 3 - 4 lawyers, and the two CLAS Advocates hired in 2016. Mr Pillai also works with various other stakeholders in the office's collaboration, such as those involved in the migrant worker space. Prior to his joining the office, Mr Pillai was in private practice, and was an active CLAS volunteer since 1996, and also chaired the CLAS sub-committee from 2005 to 2012.



**CLAUDINE TAN**  
ASSISTANT DIRECTOR, OUTREACH, COMMUNICATIONS, HR & ADMINISTRATION

Ms Tan joined The Law Society of Singapore in August 2015 to head Outreach and Communications in the then Pro Bono Services Office. Prior to that, Ms Tan had spent over 17 years in the education and hospitality industries. Since coming on board, she has been overseeing initiatives and programmes that (a) serve the community through the Community Legal Clinics, Law Awareness outreach programmes and Project Law Help initiatives that support community organisations (b) support volunteers (c) assist or collaborate on pro bono initiatives with other agencies and (d) fundraising.

Ms Tan also oversees Volunteer Management.



# MANAGEMENT



**GOH PENG LEONG**  
ASSISTANT DIRECTOR, FINANCE

Mr Goh joined LSPBS in January 2017. He is responsible for all Finance functions. Prior to joining LSPBS, he had more than 20 years of experience in finance across manufacturing, retail and hospitality industries. He had also several years of experience in managing supply chain, human resources, information technology as well as lead various projects in Business Processes Reengineering and Risk Management.

Mr Goh holds a Bachelor of Accountancy from Nanyang Technological University and is a Chartered Accountant, member of Institute of Singapore Chartered Accountants as well as Chartered Global Management Accountant from Chartered Institute of Management Accountants, United Kingdom.



**CAI CHENGYING**  
ASSISTANT DIRECTOR, CEO'S OFFICE

Ms Cai joined LSPBS in February 2020 to handle LSPBS' legal, compliance and development matters. She is LSPBS' Data Protection Officer and oversees risk management for the organisation.

Prior to joining LSPBS, Ms Cai practised in the Litigation departments of 2 leading Singapore law firms and was seconded to CLAS to do full time criminal defence work as a pioneer CLAS Fellow in 2015.



# BOARD COMMITTEES

## Audit Committee

### Chairperson

Arfat Selvam

### Members

N Sreenivasan, SC

Paul Seah

## Finance Committee

### Chairperson

Dinesh Singh Dhillon

### Members

Cyril Chua

Tan Cheow Hung

Usha Chandradas

## Fundraising Committee

### Chairperson

Thio Shen Yi, SC

### Member

Adrian Tan

## HR Committee

Gregory Vijayendran, SC

Kelvin Wong

## IT Committee

Kelvin Wong

Paul Seah

## Nominations Committee

Gregory Vijayendran, SC

Arfat Selvam



# PROGRAMME COMMITTEES

## CRIMINAL LEGAL AID SCHEME COMMITTEE

**Chairperson and Board Representative**  
Derek Kang

**Vice-Chairperson**  
Amogh Nallan Chakravarti

**Members**  
Chenthil Kumar Kumarasingam  
Cheong Jun Ming Mervyn  
Chong Yi Mei (Zhang Yimei)  
Chooi Jing Yen  
David Nayar  
Dennis Chua Soon Chai  
Josephine Iezu Costan  
Lau Wen Jin  
Lim Pei Ling June  
Lulla Ammar Khan  
Sim Bing Wen  
Siraj Shaik Aziz  
Suresh s/o Damodara  
Tan May Lian Felicia  
Wong Shoou-Huang Jonathan

## COMMUNITY LEGAL CLINICS COMMITTEE

**Co-Chairpersons**  
Cyril Chua  
Hany Soh Hui Bin

**Vice-Chairpersons**  
Montague Choy Wing Kin  
Yee May Kuen Peggy Sarah

**Members**  
Amira Nabila Budiyano  
Gavin Ng Ren Zhang\*  
Ho Mingjie Kevin  
Katie Lee Shih Ying\*  
Kelly Toh\*  
Kok Yee Keong\*\*  
Lee Tai-Hwa\*\*  
Li Ping Annabelle\*  
Lim Lay See\*  
Loh Guo Wei Melvin\*\*  
Sean Francois La'Brooy  
Steven Lam Kuet Keng  
Tan Wei Ming Wayne  
Wong Kum Fu Vincent

\* 1 April - 31 December 2019

\*\* 1 January - 31 March 2020



# PROGRAMME COMMITTEES

## LAW AWARENESS COMMITTEE

### Chairperson

Josephus Tan Joon Liang

### Vice-Chairperson

Elaine Ho Jia Ni

### Members

Berlin Soh Su Ming  
Boxall Lynette Maureen  
Chew Lixian, Ashley\*  
Chiam Zhi Wen Nick\*\*  
Chua Sin Yen Jacqueline\*  
Fong Wei Li  
Javern Sim Jun Yan\*  
Jeslyn Tan Po Nin\*  
June Lim Pei Ling  
Kamalarajan Malaiyandi Chettiar  
Kellyn Lee Miao Qian\*\*  
Koh Kia Jeng  
Lee Chia Ming  
Lee Wei Han Shaun\*\*  
Michelle Cheng Soo\*\*  
Rachel Tan Swee-Hua\*  
Sarita Misir  
Siaw Kin Yeow  
Suresh s/o Damodara  
Toh Wei Yi  
Wang Liansheng

## PROJECT LAW HELP COMMITTEE

### Chairperson

Yap Chin Choo Juliana

### Vice-Chairperson

Tan Ming Kirk Richard

### Members

Amarjit Kaur  
Asiyah Binte Ahmad Arif\*\*  
Benjamin Foo Guo Zheng\*  
Boxall Lynette Maureen  
Cai Tianjiao\*\*  
Chiam Zhi Wen Nick  
Debbie Lee\*\*  
Gerald Tham Keng Yue  
Helena Mildred Whalen-Bridge  
Hugh Turnbull\*  
Lim Sui Yin Jeffrey  
Lim You Yu Benson\*  
Lo Yan Ning Jennifer\*\*  
Marini Martin Vincent  
Michelle Cheng Soo Yuen\*\*  
Nadia Ahmad Samdin\*  
Nicole Carmen Tan Yi (Chen Yi)  
Nicole Chan Shu Ying\*  
Ong E-Wei Patrick\*  
Rhudilyn April Bumatay Raimundo\*  
Sarita Misir  
Seet An Xiang Justin\*\*  
Tay Yew Choon\*\*  
Thenuga d/o Vijakumar\*  
Toh Jun Yong Alex  
Usha Chandradas

\* 1 April - 31 December 2019

\*\* 1 January - 31 March 2020



# PROGRAMME COMMITTEES

## FAMILY JUSTICE SUPPORT SCHEME

### Chairperson

June Lim

### Board Representatives

Adrian Tan

Tan Cheow Hung

### Members

Ada Chua

Anuradha Sharma

Dharma Jayaram

Jeanny Ng

Kanyakumari d/o Veerasamy

Kee Lay Lian\*

Lai Ying Ling Jenny

Rebecca Vathanasin

See Pek Hian Harold



# **GOVERNANCE**



## GOVERNANCE

We comply fully with the Code of Governance for Charities and Institutions of a Public Character. We are committed to upholding the highest standards of transparency and accountability and believe that adopting the best governance practices will increase our effectiveness and instill public confidence in what we do.

*Please refer to the Charity Portal for our Governance Evaluation Checklist.*

### A. BOARD GOVERNANCE

LSPBS is governed by a Board of Directors (the Board). No Board member is paid any remuneration or fees for his services and no Board member is a staff of LSPBS.

#### Governing Instruments

The Constitution governs, amongst other matters, the following issues:

- *LSPBS' objects;*
- *the Board's composition;*
- *the appointment, vacation and removal process of Board members;*
- *the powers and duties of the Board; and*
- *the tenure of its office bearers.*

As part of providing appropriate induction to incoming Board members, LSPBS has in place Board Administration Guidelines which aim to orient and guide Board members by providing reference information on matters including board responsibilities and governance, the conduct of board meetings, strategic planning, programme management, financial management and internal controls and matters reserved for the Board's direction.

#### Board roles and composition

It is the responsibility of the Board to ensure that LSPBS complies with the Constitution and all relevant laws and regulations, as well as to make sure LSPBS is governed and managed responsibly and prudently to achieve organisational effectiveness, credibility and sustainability. The majority of the Board shall as far as practicable be lawyers with a practicing certificate issued under Section 25 of the Legal Profession Act (Cap. 161) in force. The Board endeavours to ensure there is an appropriate mix of core competencies and collective expertise to discharge its responsibilities.

#### Term limits

Board members are appointed for a term of two years and may be re-appointed at the expiration of the term. To ensure succession planning and steady renewal in the spirit of sustainability of LSPBS, the Board has a term limit of ten years.

No Board member shall serve as:

- *Chairman for a continuous period of more than 10 years at any one time.*
- *Treasurer for a continuous period of more than four years at any one time.*
- *Chairperson of a Committee for a continuous period of more than five years at any one time.*

Reappointment of the same person to the above positions can only be considered after a lapse of at least two years.



## Board Committees

The Terms of Reference of our six (6) Board Committees are set out below.

### *(i) Audit*

The Audit Committee facilitates the external and internal audit of LSPBS for the Board to obtain independent information about LSPBS' activities. Its responsibilities include:

- *To oversee the financial reporting and disclosure process, and monitor the choice of accounting policies and principles;*
- *To review the audit plans and reports of the external auditors and internal auditors, and considers the effectiveness of the actions taken by management on the auditors' recommendations;*
- *To conduct periodic internal checks on key processes to ensure compliance with the established procedures, and report to the Board on the findings and recommendations for improvements;*
- *To analyse and address the risks that are associated with the key processes;*
- *To oversee regulatory compliance and whistleblower guidelines;*
- *To report to the Board on any financial irregularities, concerns and opportunities; and*
- *To liaise with auditors on any significant matters arising.*

### *(ii) Finance*

The Finance Committee provides financial oversight for LSPBS. Its responsibilities include:

- *To prepare LSPBS' budget for the Board's approval;*
- *To develop coherent financial policies for LSPBS including investment policies and guidelines for the Board's approval;*
- *To review the various functions and activities of LSPBS which impact the finances of LSPBS;*
- *To ensure that the appropriate internal controls and risk management strategies (both operational and financial risks) are in place;*
- *To ensure accountability to the Board, LSPBS and its stakeholders; and*
- *To present financial reports to the Board on a quarterly basis.*

### *(iii) Fundraising*

The Fundraising Committee is responsible for overseeing LSPBS' overall fundraising and, in particular, the fundraising done by the Board. Its responsibilities include:

- *To work with staff to establish a fundraising plan that incorporates a series of appropriate vehicles, such as special events, direct mail, fundraising campaigns, etc;*
- *To work with fundraising staff in their efforts to raise money;*
- *To identify and solicit funds from external sources of support;*
- *To take the lead in certain types of outreach efforts, such as chairing a dinner/dance committee or hosting fundraising parties, etc;*
- *To be responsible for involvement of all Board members in fundraising; and*
- *To monitor fundraising efforts to ensure that the fundraising activities are transparent and ethical, that donors are acknowledged appropriately, and that fundraising efforts are cost-effective.*



#### ***(iv) Human Resource***

The HR Committee provides oversight of the development and sound implementation of personnel policies and practices. Its responsibilities include:

- *Reviewing job descriptions;*
- *Establishing a system for setting the remuneration of staff;*
- *Establishing a volunteer management system;*
- *Establishing a fair and transparent performance review and appraisal system for staff;*
- *Reviewing staff salary and benefits package; and*
- *Guiding the development, review and authorisation of HR policies and procedures.*

#### ***(v) Nominations***

The Nominations Committee is responsible for the general affairs of the Board. Its responsibilities include:

- *Reviewing the structure, size and composition of the Board and Board Committees annually to ensure that the Board has an appropriate balance of independent Board Members and to ensure an appropriate balance of expertise, skills, attributes and ability among the Board Members;*
- *Identifying potential Board Member candidates and exploring their interest and availability for Board service;*
- *Nominating individual(s) to be appointed as Board Members;*
- *Taking the lead in succession planning for the Board Chairman, directors and CEO;*
- *Nominating Board Members for election as Board officers;*
- *Designing and overseeing a process of Board orientation;*
- *Developing a transparent process for evaluating the performance of the Board, its Board Committees and directors;*
- *Reviewing training and professional development programmes for the Board's approval; and*
- *Identifying and nominating individuals to be appointed as Programme Committee Chairpersons.*

#### ***(vi) IT***

The IT Committee reports to the Board on policies, acquisitions and matters related to LSPBS' IT assets, including:

- *Advising the Board on IT matters;*
- *Overseeing the procurement of IT systems and equipment; and*
- *Establishing appropriate policies on IT systems and use of software.*

The IT Committee reviews and monitors:

- *The on-going appropriateness and relevance of LSPBS' policy for the allocation of resources required to deliver both the short-term and long-term IT strategies;*
- *On-going appropriateness and relevance of LSPBS' information management and data governance framework and systems including those relating to compliance with the PDPA Regulations; and*
- *Any major IT projects requiring tender or which the Committee consider are important to LSPBS.*

The IT Committee shall approve:

- *Key performance indicators of IT services within the company; and*
- *IT policies, standards and procedures and any major changes in LSPBS' IT strategies, priorities and/or structures.*

The Committee shall seek to ensure, in conjunction with the Audit Committee, and with all other committees and the Board, as applicable, that information and technology risks are identified, assessed and managed in line with relevant frameworks and recommend actions.



## Board Meetings

The Board meets at least once every four (4) months with a quorum of four (4) Board members. Executive management is invited to attend board meetings to present updates and provide recommendations, ex-officio, but do not vote or participate in Board decision-making.

The following table sets out the individual Board member's attendance at the meetings for FY2019/2020.

Board Member	Current Designation	Date of First Appointment (DDMMYYYY)	Occupation	Board Attendance
Gregory Vijayendran, SC	Chairman	04/01/2017	Partner, Rajah & Tann Singapore LLP	5 of 5
Kelvin Wong	Deputy Chairman	04/01/2017	Partner, Allen & Gledhill LLP	4 of 5
Dinesh Singh Dhillon	Treasurer	04/01/2017	Partner, Allen & Gledhill LLP	3 of 5
Arfat Selvam	Board Member	04/01/2017	Managing Director, Duane Morris & Selvam LLP	5 of 5
Derek Kang	Board Member	04/01/2017	Managing Director, Cairnhill Law LLC	4 of 5
N Sreenivasan, SC	Board Member	04/01/2017	Managing Director, K&L Gates Straits Law LLC	2 of 5
Paul Seah	Board Member	01/02/2019	Senior Partner, Tan Kok Quan Partnership	5 of 5
Sunil Sudheesan	Board Member	01/02/2020	Director, Quahe Woo & Palmer	1 of 1
Tan Cheow Hung	Board Member	04/01/2017	Director, Beacon Law Corporation	3 of 5
Tan Gim Hai Adrian	Board Member	04/01/2019	Partner, TSMP Law Corporation	1 of 5
Thio Shen Yi, SC	Board Member	04/01/2017	Joint Managing Partner, TSMP Law Corporation	3 of 5
Wong Hin Pkin Wendell (Huang QingJian Wendell)	Board Member	04/01/2017 – 13/01/2020	Director, Drew & Napier LLC	1 of 3

## B. CONFLICT OF INTEREST

LSPBS has in place protocols and procedures to manage and avoid conflict of interest. Upon appointment, the CEO, Board members, employees and committee members sign a declaration form confirming that they have read and understood the conflict of interest policy of LSPBS and that they will make full disclosure of the interests, relationships and holdings that could potentially result in a conflict of interest.

They also confirm that they will notify the Board immediately when a conflict of interest situation arises. In addition, the CEO, Board members, employees and committee members sign a disclosure of interests statement each year.



## C. STRATEGIC PLANNING

The Board periodically reviews and approves the vision and mission to ensure LSPBS stays relevant to its changing environment and needs. The Board also sets aside time to review and update the organisation's strategic roadmap.

## D. PROGRAMME MANAGEMENT

LSPBS' Committee Administration Guidelines set out the procedures for the appointment of LSPBS programme committees, their work processes, and the respective responsibilities of committee members, committee chairpersons and committee secretariat representatives.

LSPBS ensures that its operations and programmes are directed towards achieving its objectives through the preparation of annual work plans and budgets and regularly updating on the progress and outcome of programmes to the Board.

The terms of reference of our five (5) Programme Committees are set out below.

### *(i) Criminal Legal Aid Scheme (CLAS)*

The Terms of Reference of the CLAS Committee are:

- To co-ordinate and advise the Board on the administration of CLAS
- To hold dialogue sessions, seminars, talks and visits relevant for CLAS lawyers, volunteers and student interns on criminal law, practice and procedure;
- To publish relevant information to the public on criminal law and procedure;
- To organise fundraising activities on behalf of LSPBS; and
- To keep the Board apprised of all such activities.

### *(ii) Community Legal Clinics (CLC)*

The Terms of Reference of the CLC Committee are:

- To ensure that the proposed expansion plans are implemented effectively, efficiently and according to the timeline;
- To provide guidance to the Secretariat and oversee the implementation process;
- To co-ordinate and advise the Board on the administration of the CLC network;
- To hold dialogue sessions, seminars, talks and visits relevant for volunteer lawyers and / or pupils on CLC processes, practice and procedure;
- To publish relevant information to the public on the CLC network and the services provided;
- To organise fundraising activities for CLC network on behalf of LSPBS; and
- To keep the Board apprised of all such activities.

### *(iii) Law Awareness*

The Terms of Reference of the Law Awareness Committee are:

- To assist the Board in its purpose to facilitate the acquisition of legal knowledge by members of the public;
- To recommend and implement law awareness projects and programmes for the public's benefit;
- To undertake fundraising projects on behalf of LSPBS for law awareness programmes; and
- To apprise the Board of all such activities.



#### ***(iv) PROJECT LAW HELP (PLH)***

The Terms of Reference of the PLH Committee are:

- *To make provision for a scheme by which legal practices and advocates and solicitors can provide pro bono non-litigation commercial legal advice to charities, non-profit organisations, social enterprises and voluntary welfare organisations;*
- *To facilitate, promote, support and encourage a sustainable commitment to pro bono work within the legal profession in Singapore; and*
- *To apprise the Board of all such activities.*

#### ***(v) FAMILY JUSTICE SUPPORT SCHEME (FJSS)***

The Terms of Reference of the FJSS Committee are:

- *To co-ordinate and advise on policy matters, protocols and processes concerning FJSS;*
- *To liaise with stakeholders in the family justice system in relation to the administration of FJSS;*
- *Assist in mobilisation of volunteers and organising resources to support FJSS;*
- *Assist in promoting awareness of FJSS; and*
- *To apprise the Board of all such activities.*

### **E. HUMAN RESOURCE AND VOLUNTEER MANAGEMENT**

LSPBS administers a Code of Conduct applicable to all Board members, employees and volunteers, which require them to act lawfully, honestly, ethically and in the best interests of LSPBS when performing their duties.

LSPBS also has a series of human resource policies and SOPs that cover areas such as remuneration, promotions, benefits, training and development, reimbursement of expenses, performance appraisal, disciplinary action and cessation of employment.

LSPBS is a learning organisation committed to helping employees grow in their careers. In addition to making learning opportunities available, LSPBS has a fair and objective performance management process linked to measurable and clearly defined targets with regular performance appraisals, supervision and feedback systems.

LSPBS has in place a Volunteer Management Policy to provide guidance to staff and volunteers on volunteer administration and management.

### **F. FINANCIAL MANAGEMENT AND INTERNAL CONTROLS**

#### **Operational controls**

Financial management policies in place include policies on fixed and intangible asset management, procurement, the management of gifts, receipting, payment procedures and controls, and an approval matrix setting out delegation of approval authority and limits of approval. The annual accounts are audited by an external professional audit firm. LSPBS does not provide loans and donations to external parties.

#### **Budget planning and monitoring**

The Board approves an annual budget after considering, amongst other matters, the committee work plans and budgets for the respective Programme Committees' activities for the year. The Board also monitors regularly LSPBS' budget income and expenditure to ensure LSPBS operates efficiently and adheres strictly to financial policies.

#### **Capital Asset Management**

LSPBS has a fixed asset register to account for all its fixed assets. LSPBS safeguards the value of its assets by getting adequate insurance.



## RESERVES MANAGEMENT

For long-term stability of the operations, it is the objective of LSPBS to achieve reserves that would be able to sustain operations for a one-year period in the event of a decline in donations. Pursuant to LSPBS' investment policy, reserves are placed in fixed deposits.

## G. RISK MANAGEMENT

LSPBS maintains a risk register in the format set out in the Enterprise Risk Management Toolkit for Charities and IPCs, jointly produced by the Charity Council, KPMG and National University of Singapore Business School. The risk register is updated periodically and as and when acute risks arise. The Audit Committee has oversight of the risk register, which is presented to the Board at least once a year.

## H. FUNDRAISING PRACTICES

### Conduct of fundraising

LSPBS fundraises according to best practices and in compliance with the relevant laws and regulations. LSPBS does not engage third party fundraisers.

### Accountability to donors

LSPBS has a Gift Policy in place to:

- Guide enquiries on gifts to LSPBS and the administration of gifts;
- Identify circumstances under which the donor should seek independent advice;
- Ensure compliance with other relevant regulatory and compliance issues, including personal data protection and honoring requests for donor anonymity.

LSPBS also has financial SOPs in place to ensure donations are properly accounted for and promptly deposited.

## I. DISCLOSURE AND TRANSPARENCY

LSPBS is committed to the principles of accountability and transparency. In order to adhere to these principles, LSPBS regularly makes available information regarding our programmes, operations, audited financial statements and Board members through an annual report, website and social media pages.

In addition to the information disclosed above, LSPBS discloses the annual remuneration of 3 highest paid staff for transparency:

Salary Bands (in bands of SGD100,000)	Number of Staff
SGD100,000 – SGD199,999	2
SGD200,000 – SGD299,999	1

LSPBS does not have paid staff who are close members of the family of the CEO or Board members.

LSPBS has in place a Whistleblowing Policy that aims to deter wrongdoing and provide proper avenues for employees, volunteers, donors, beneficiaries and other stakeholders to raise concerns about suspected improprieties in good faith to the Audit Committee.

## J. PUBLIC IMAGE

To ensure that LSPBS maintains an image consistent with its objectives, LSPBS has in place a Communications Policy which sets out policies on the release of information to media and on social media, the designation of spokespersons and the use of LSPBS' name and logos.

The background is a dark blue grid with various financial charts and symbols. In the upper center, there is a bar chart with six bars of increasing height, overlaid with a line graph showing an upward trend. To the right of this chart, the number '35%' is visible. Below the main title, there are several dollar signs (\$) and a network diagram with four nodes connected by lines. In the bottom right, there is a 3D bar chart with three bars of increasing height. A red heart icon with a white pulse line is positioned above the main title.

# FINANCIAL HIGHLIGHTS



# TREASURER'S REPORT

FY2019/2020 ended amid the COVID-19 pandemic across the world. However, we are grateful for the Government support through the Job Support Scheme (JSS) announced in February 2020. Under the JSS, the Government co-funds between 25% to 75% of the first \$4,600 of gross monthly wages paid to each local employee in a 10-month period. Despite the JSS, LSPBS still resulted in deficit of \$155,347 compared to FY2018/2019 surplus of \$739,033.

Below is the summary of our Income and Expenditure as well as Balance Sheet:

## Income and Expenditure

The General Fund reported a surplus of \$264,558 for FY2019/2020, lower than surplus of \$554,148 for FY2018/2019. The Restricted Funds reported a deficit of \$419,905 for FY2019/2020 compared to a surplus of \$184,885 in FY2018/2019.

## Income

Total income in FY2019/2020 decreased by 34% to \$3.50 million from \$5.34 million of FY2018/2019. One of the factors which contributed to the 34% decrease in income was the decrease in waivers by lawyers in honorarium and disbursement from \$945,500 to \$150,470. In addition, there was a decrease in grants received from the Ministry of Law from \$2,093,572 to \$1,575,655 due to lower CLAS cases assigned. Another decrease was due to the ending of the NCSS Care and Share grant - we received the final tranche of \$297,000 compared to \$595,000 received in FY 2018/2019.

## Expenditure

Total expenditure in FY2019/2020 decreased by 20% to \$3.66 million from FY2018/2019 of \$4.6 million. The following are the main reasons for the decrease in total expenditure:

### Committee activities and projects

There was a great reduction of expenses of \$1.05 million for FY2019/2020 from \$1.57 million to \$0.52 million mainly due to reduced CLAS cases assigned as well as waiver of honorarium and disbursement received in FY2018/2019. Another reason for the reduction was lower fundraising expenses due to postponement of fundraising event Just Laugh.

### Administrative expenses

There was a minor increase of expenses of \$46,921 for FY2019/2020 from \$0.57 million to \$0.62 million mainly due to depreciation of right-of-use assets of \$123,704 as part of new FRS 116 on Leases. In addition, there was a write-off of property, plant and equipment of \$61,062 due to moving of office premises to State Courts.

### Personnel costs

There was a minor increase of expenses of \$44,317 for FY2019/2020 from \$2.46 million to \$2.51 million mainly due to yearly salary adjustment.



# TREASURER'S REPORT

## Balance Sheet

The key highlights of the balance sheet as at 31 March 2020 are as follows:

- Non-current assets increased from \$0.29 million to \$0.80 million mainly due to recognition of right-of-use assets (\$0.52 million) as part of new FRS 116 on Leases;
- Current assets decreased from \$4.80 million to \$4.53 million mainly due to reduction of cash and cash equivalent of \$0.25 million for payment of new office renovation and change request on CLAS case management software.
- Liabilities increased from \$0.97 million to \$1.37 million mainly due to recognition of Lease liabilities of \$0.53 million as part of new FRS 116.

In conclusion, LSPBS continues to be vigilant in our expenditure, innovative to appeal for donations and applied for grants to stay sustainable in our financial health despite the difficult and challenging economic situation.

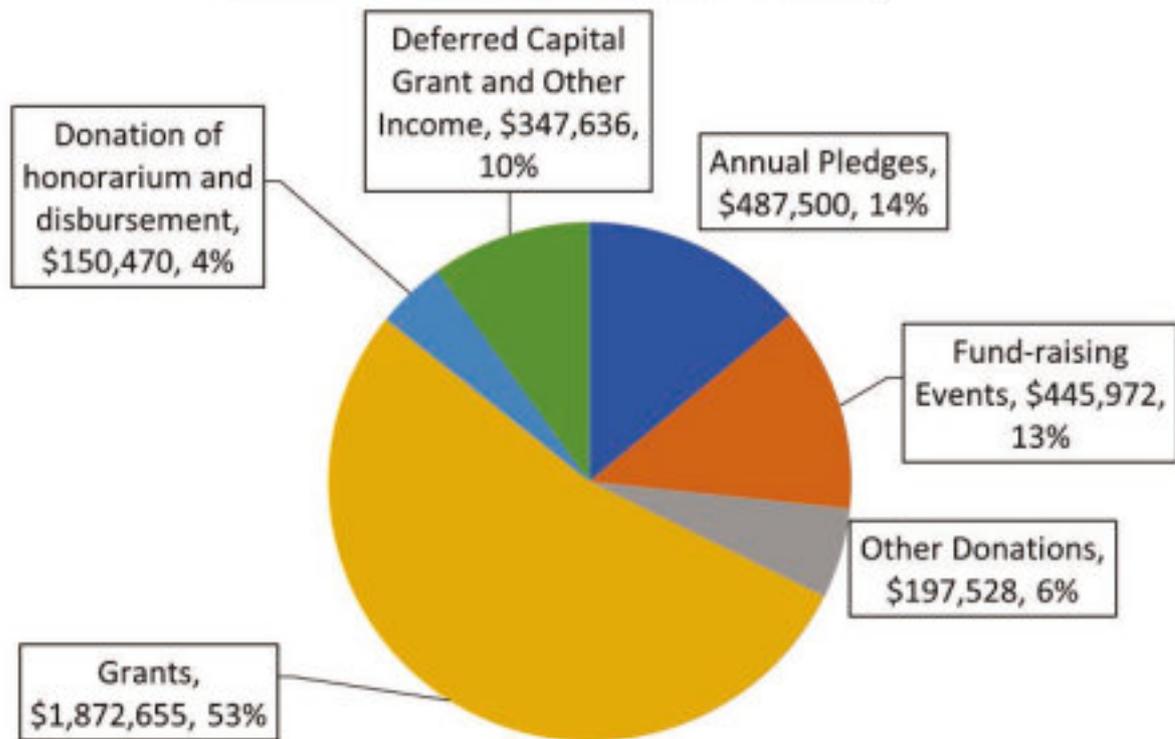
I take this opportunity to thank each member of LSPBS Finance Committee – Cheow Hung, Cyril and Usha, for their unwavering support, counsel and contributions as well as Board, Management and Finance staff in their cooperation and efforts in approving budget and controlling expenses.

Lastly, I want to thank Ministry of Law, NCSS, Tote Board as well as all donors and supporters of LSPBS. I look forward to your continuous support for LSPBS toward our vision and mission in allowing all to have access to justice in Singapore.

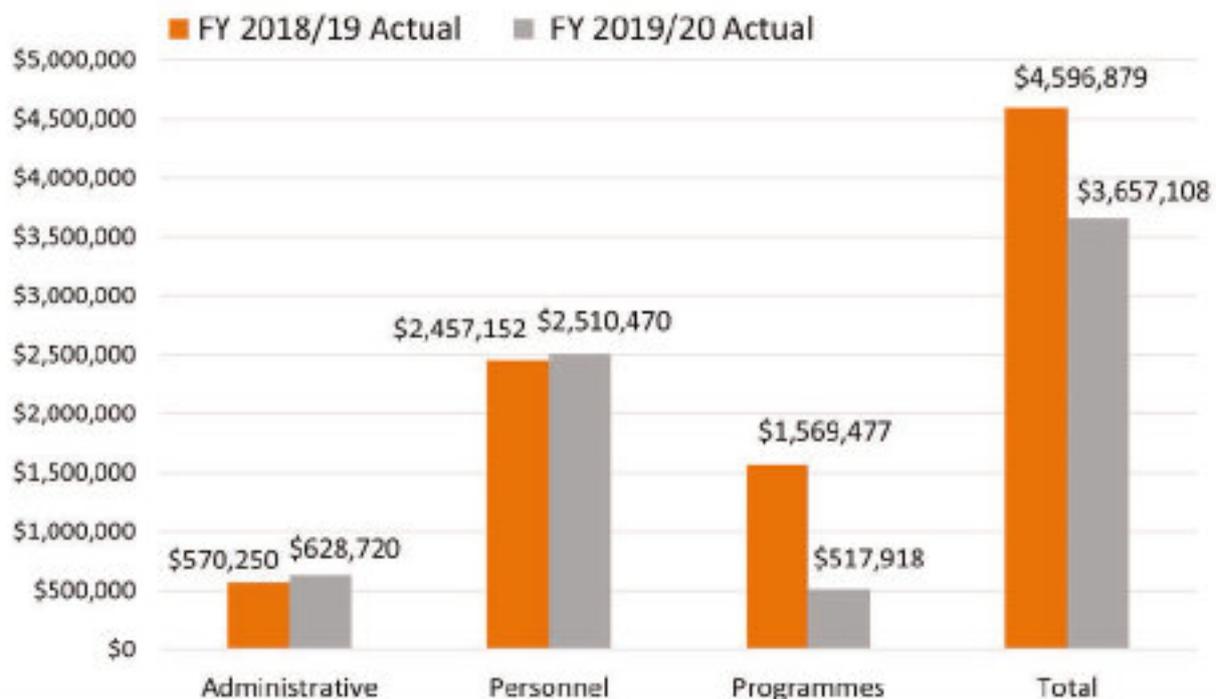
**DINESH SINGH DHILLON**



## FY 2019/20 Income (\$3,501,761)



## FY 2019/20 Expenses Compared with Last Year





# CORE PROGRAMMES



## LSPBS provides:

- (a) pro bono legal assistance for the most disadvantaged in the community as well as for organisations serving the needy;
- (b) support for lawyers undertaking pro bono work; and
- (c) support for other organisations engaged in access to justice initiatives.

Policies adopted by LSPBS during the financial year in pursuance of the Charity's objectives have included policies to:

- (a) facilitate the recruitment and mobilisation of volunteers for pro bono services through:
  - o a range of pro bono volunteer opportunities catering to different interests, time commitments and legal/practice expertise; and
  - o the transfer of skills, know-how and a positive pro bono spirit from senior to junior volunteers;
- (b) facilitate volunteer networking, the transfer and dissemination of information and ideas among volunteers and the organic development of pro bono initiatives to meet needs/gaps in the legal assistance framework; and
- (c) encourage law practices to support their lawyers to volunteer for pro bono work.

## Programmes for individuals\*

**Law Awareness** programmes reach out to members of the public to increase understanding of how the law applies in their daily lives. We do this through:

- o *Free public legal education talks, webinars, seminars, exhibitions and information booklets;*
- o *Collaborations such as our Law Works partnership with NTUC and our annual Law Awareness Weeks @CDC collaboration with the Community Development Councils and People's Association;*
- o *Focused outreach such as our Project Schools programme which provides legal knowledge to students and Law Cares which seeks to raise legal awareness concerning end-of-life issues (wills, lasting power of attorney etc)*

**CLC** offers free basic legal advice to members of the public who are facing a legal issue on personal matters and do not have access to legal advice or representation. Needy applicants are also offered alternate legal clinic options through our partnership with the Community Justice Centre to provide specialised Civil Legal Clinics, Family Legal Clinics and daily on-site legal advice at the State Courts.

**CLAS** offers pro bono criminal defence representation for needy accused persons facing non-capital charges, regardless of nationality.

**AHPBS** offers legal representation for persons with exceptional circumstances who do not meet the criteria for existing legal aid schemes but nonetheless are in urgent need.

**FJSS** offers legal representation to litigants facing family law issues. Litigants who marginally fail Legal Aid Bureau's (LAB) means test, but are unable to afford lawyers at regular commercial rates are referred to FJSS Panel lawyers who agree to reduce their charges for pre-screened referrals. Foreign spouses with Singaporean children who satisfy LAB's means test, but do not qualify for aid due to their non-permanent resident status, are granted pro bono legal representation.

\*Appendix A



## Programmes for community organisations\*

Recognising that charities, voluntary welfare organisations, non-profit organisations and social enterprises (collectively referred to as community organisations) are often run on limited resources and may have difficulty affording legal consultation and representation, we have legal assistance schemes for community organisations: the *Community Organisation Clinic (COC)*, *Project Law Help (PLH)* and the *Joint International Pro Bono Committee (JIPBC)*.

*COC* offers free basic legal advice on operational issues for community organisations in Singapore whose objectives meet community concerns or needs.

*PLH* assists community organisations doing community work in Singapore by matching eligible organisations with volunteer law practices that will provide pro bono non-litigation corporate legal assistance. Legal assistance rendered under *PLH* covers pro bono corporate transactional assistance in addition to legal advice.

*JIPBC* assists community organisations based in Singapore but doing community work overseas with pro bono non-litigation corporate legal assistance.

We also run free legal awareness talks for community organisations to (1) update their frontline staff/social service workers on laws which may assist their beneficiaries or (2) update management staff/board members on laws concerning the operation/governance of their organisations.

In addition, we provide legal information relevant to the set-up and running of community organisations through our online NPO guide information portal as well as our *Legalese* publication which can be downloaded from our website free of charge.

## Programmes supporting our volunteers\*\*

We have a number of programmes to support our volunteers including:

- *Capacity building and training talks for our volunteers to enhance their pro bono legal advice and representation work.*
- *AHPBS which assists practitioners and firms who wish to undertake pro bono work for needy persons on an ad hoc basis by screening and preparing a suitability report on the potential recipient of the pro bono assistance.*
- *Volunteer Initiative Support Scheme which assists practitioners undertaking their own pro bono initiatives with administrative support and volunteer coordination and mobilization.*
- *Social Service Agency referral service which helps to alleviate the burden often encountered by practitioners in searching for relevant assistance schemes to help dysfunctional pro bono clients. We provide guidance on relevant social service agencies/schemes and assist in making referrals to those agencies/schemes.*

\*Appendix B  
\*\*Appendix C



## **Programmes to assist or collaborate on access to justice initiatives with other organisations\***

We strive for synergy and an integrated approach in delivering access to justice initiatives.

We have developed systems and procedures for the running of pro bono programmes. Systems for programme administration, volunteer mobilisation and volunteer support materials are a valuable resource for other organisations seeking to start or develop their pro bono programmes.

We give ready access to our resources to organisations initiating or administering pro bono programmes. We assist agencies with volunteer recruitment by publicising pro bono opportunities with these agencies to our pool of volunteers and organise regular inter-agency networking sessions to share on new developments and needs within the pro bono landscape.

We work closely with law faculties, pro bono law centres and law student pro bono groups such as the NUS Pro Bono Group, SMU Outreach Club and the SUSS Pro Bono Student Group to provide meaningful pro bono volunteer opportunities for law students.

We have collaborated or are collaborating with a number of other organisations including the Agency for Integrated Care (AIC), Arts Resource Hub, Association of Corporate Counsel (ACC), Association of Women for Action and Research (AWARE), Centre for Domestic Employees (CDE), Centre for Non-Profit Leadership (CNPL), Community Development Councils (CDCs), Community Justice Centre (CJC), Family Justice Courts, (FJC), Foreign Domestic Worker Association for Social Support and Training (FAST), Ground Up Movements (GUM), HealthServe, Humanitarian Organisation for Migration Economics (HOME), Justice Without Borders (JWB), Migrant Workers' Centre (MWC), Ministry of Law, Ministry of Social and Family Development (MSF), National Arts Council (NAC), National Council of Social Service (NCSS), National Trade Union Congress (NTUC), National Volunteer & Philanthropy Centre (NVPC), People's Association (PA), Public Interest Law Network (PILnet), Singapore Academy of Law (SAL), Singapore Centre for Social Enterprise (raiSE), Singapore Corporate Counsel Association (SCCA), Singapore Institute of Legal Education (SILE), State Courts, Supreme Court, The Office of the Public Guardian (OPG), Transient Workers Count Too (TWC2) and Tripartite Alliance for Dispute Management (TADM) amongst others.

# Key highlights

A SNAPSHOT OF OUR YEAR  
FOR FY2019/20

## APRIL 2019

MOU with People's Association (PA) to establish a common framework for Community Legal Clinics at Community Clubs and Residents' Committee Centres

Let's Talk Law radio series collaboration with 938, Mediacorp

## MAY 2019

1st Volunteer Capacity Building Series (VolCapB Series) on Project Legal Empowerment and Assistance for Foreign Spouses (Project LEAF)

## JUNE 2019

Advocates for the Arts collaboration with Bay Beats, Esplanade

Launch of Community Impact Week with Morgan Lewis Stamford LLC (MLS) on Community Legal Clinics in the CBD

1st Social Service Capacity Building Series (SSCapB Series) on Personal Data Protection Act during Community Impact Week with MLS

2nd Volunteer Capacity Building Series (VolCapB Series) on Employment

## JULY 2019

Golden Years Legal Talks with NUS Faculty of Law and SMU School of Law

2nd SSCapB Series on Protection from Harassment with GlaxoSmithKline

Volunteer Night: *Balik Kampung*

LawWorks Legal Primer on Media Law

## AUGUST 2019

Pro Bono Cohesion with NUS Pro Bono Group Faculty of Law

## SEPTEMBER 2019

Law Awareness Weeks @CDC 2019 Launch and Webinar series

8th Asia Pro Bono Conference, Nepal

## OCTOBER 2019

LawWorks Legal Primer on Are you a Disguised Employee?

## NOVEMBER 2019

Local Organising Partner for PILNet Global Forum

Launch of CLAS Manual

2nd SSCapB Series on Interpreting Justice

## JANUARY 2020

Law Bonanza with Ngee Ann Polytechnic School of Business & Accountancy

## MARCH 2020

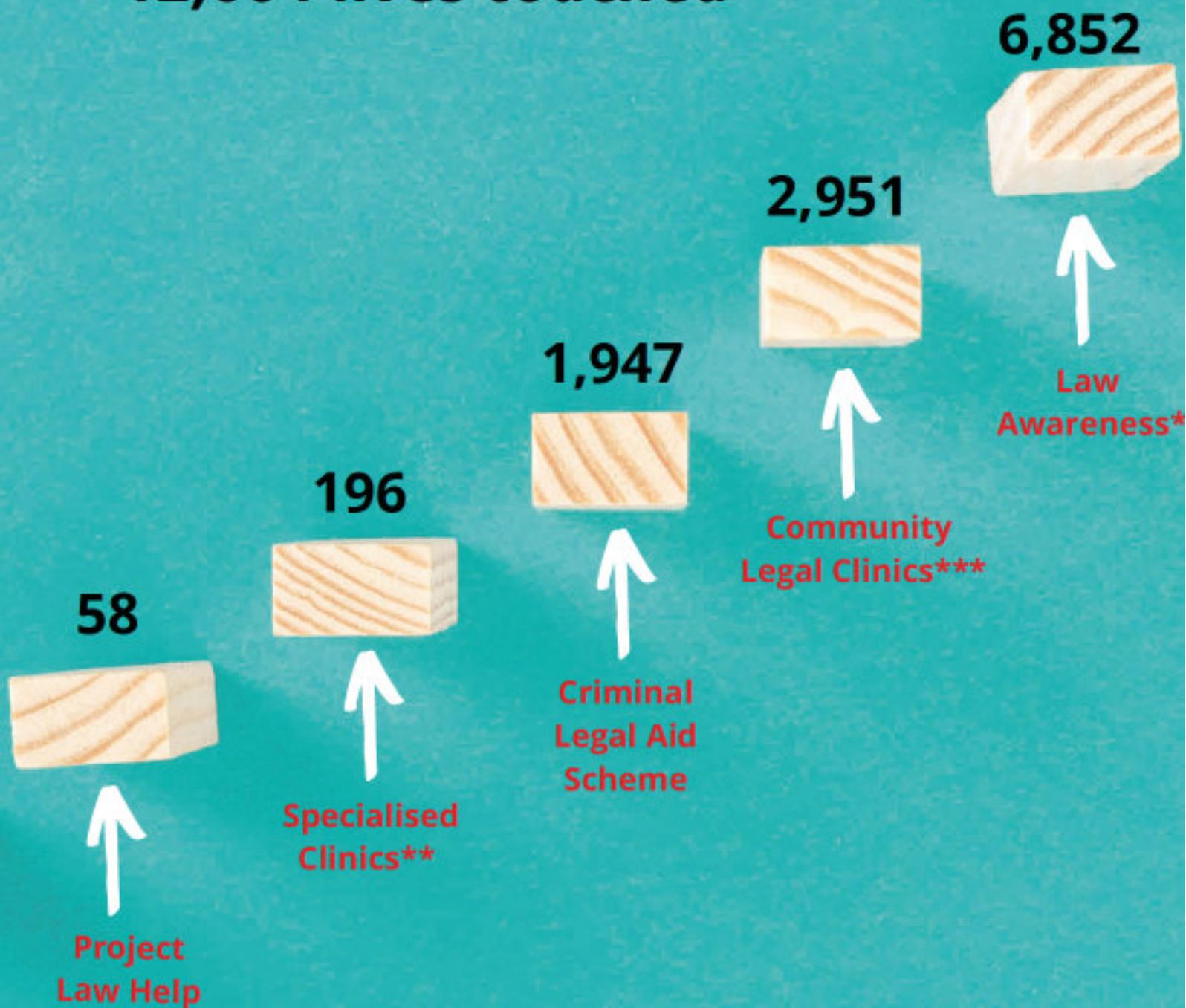
Webinar on Deputyship Duties with Office of The Public Guardian



# OUR YEAR AT A GLANCE

**1,694 Volunteers**

**12,004 lives touched\***



\*Across all programmes (Individuals & Organisations)

\*\*MWC and FAST clinics

\*\*\*Across all Legal Clinics supported by LSPBS (CLE, Family, Civil, and LawWorks)



# COMMUNITY LEGAL CLINICS

*Legal clinic advice for the needy.*  
*Committee Report, Cyril Chua and Hany Soh Hui Bin, Co-Chairpersons*

Formed in August 2014, the Community Legal Clinic Committee (CLC Committee) oversees the implementation of the Community Legal Clinics (CLCs).

Members of the CLC Committee comprise lawyers who currently are or have previously volunteered at CLCs, lawyers who are actively volunteering, as well as lawyers who are interested in increasing access-to-justice through Committee planning.

## Growth and Expansion

### Community Legal Pro Bono Services Network

Following the renewal (and expansion of scope) of the Memorandum of Understanding (MOU) between the Mayor's Committee and The Law Society of Singapore in September 2017, legal clinics continue to be held every night from Mondays to Thursdays (excluding the eve and public holidays) at the North West, South East, Central Singapore and South West Community Development Councils (CDCs). As at March 2020, more than 16,000 Singaporeans and PRs had benefited from this initiative seeking legal advice mainly on Family, Employment and Estate matters.

In furtherance of this successful partnership, the MOU was renewed in 2020.

### MOU for Community Legal Clinics Network (Network Clinics)

A MOU between the People's Association and Law Society Pro Bono Services was signed in April 2019. With this, a common framework was established for Community Legal Clinics at the Community Clubs and Residents' Committee Centres to provide assistance with best practices for setting up legal clinics and continued support with the 15 existing ones. Network Clinics benefit from insurance coverage for their volunteer lawyers, best practices tips and guidelines, shared resources and access to a wide pool of volunteers.

The Committee continues to reach out to other clinics to inform them of the benefits of joining the network.

### Specialised Legal Clinics

The Committee collaborates with specialised organisations to provide targeted advice to specific segments of the community that encounter legal issues. We will continue to support new initiatives where there is a real need that cannot be met by the existing network of clinics. Conversations are also ongoing with social service agencies assisting with human trafficking victims, those suffering from various addiction issues as well as the creative industries sector.

### Impact of COVID-19

Due to the outbreak of the Covid-19 pandemic in early 2020, clinic operations had to be limited and adapted to comply with safe measurement measures so as to minimise risk of transmission.

From mid-March 2020, the total number of people at each clinic at any point in time was limited to 10 people, including applicants, staff, volunteer lawyers and students.

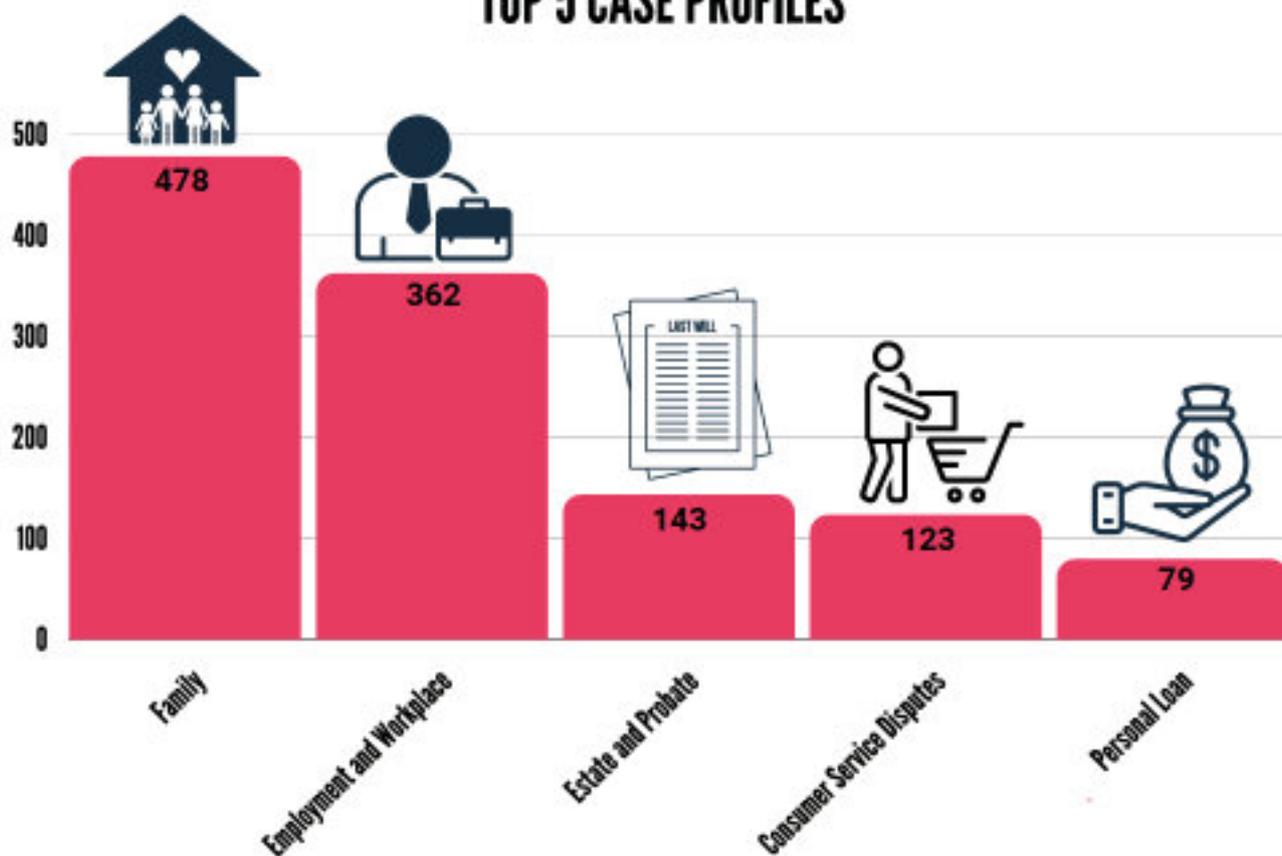
To avoid overcrowding, the clinic session was split into multiple time slots, and some sessions were conducted partially via video-conferencing. Applicants also had to attend the clinics solo unless there were special circumstances, e.g. mobility issues (wheelchair-bound), translator required etc.

Clinic operations have continued via video-conferencing.



# CLC STATISTICS

## TOP 5 CASE PROFILES



## LEGAL CLINICS

2,358 Registrations  
1,689 Attended\*

Community Legal Clinic\*

189 Registrations  
137 Attended\*

Civil Legal Clinics

271 Registrations  
197 Attended\*

Family Legal Clinics

133 Registrations  
106 Attended\*

LawWorks Clinics

## SPECIALISED CLINICS

196 Registrations

Migrant Workers Clinics\*\*

## APPLICANTS' FEEDBACK

- "They are friendly. Explanation clear to understand." (October 2019)
- "The lawyer is extremely professional, caring and tremendously helpful." (November 2019)
- "Good and conducive place for these type of discussions." (December 2019)
- "Quite helpful and appreciate all the help given." (December 2019)
- "Thank you for this service open to public members." (January 2020)
- "Lawyer, very clear instruction and kind to me as well." (February 2020)
- "Very good assistance from the staff and advice from the lawyer." (March 2020)

16 Anchor Firms

\*Figures include referrals from TADIM & AWARE  
\*\*MWC and FAST clinics



# CRIMINAL LEGAL AID SCHEME

*Providing pro bono criminal representation - for needy accused persons facing non-capital charges, regardless of nationality.*

*Committee Report, Derek Kang, Chairperson*

The Criminal Legal Aid Scheme (CLAS), often termed the “Crown Jewel” of The Law Society’s access to justice initiatives, was established as a ground-up initiative in 1985 to aid impecunious accused persons, and was formally integrated into the Pro Bono Services Office (the predecessor of LSPBS) in September 2007.

CLAS was proudly supported by 217 volunteer lawyers, two dedicated CLAS Advocates and four CLAS Fellows. At the core of the office are the seven CLAS officers who deal with interviewing the applicants, assigning cases and a myriad of other duties.

## **CLAS Volunteers**

In FY2019-20, 217 CLAS volunteer lawyers took up at least one case. Other volunteers include law undergraduates from the National University of Singapore, Singapore Management University, and various overseas universities, who volunteer their time to assist CLAS counsel with research.

## **CLAS Advocates**

This year, CLAS Advocates Ng Shi Yang (Huang Shiyang) and Sadhana Devi d/o Daevnrd Rai continue to provide and perform a dedicated mentoring and leadership role to the CLAS Fellows (who are junior lawyers, seconded or hired on a one year stint to work full time on CLAS cases), and junior external CLAS volunteers. Incoming Fellows are on-boarded by a detailed presentation conducted by the Advocates and members of the CLAS Directorate on the objectives of the Fellowship allowing the incoming Fellows to quickly understand and appreciate more fully the role and function they occupy in the pro bono and criminal justice landscape.

From an operational perspective, the Advocates serve to smoothen the transition between the batches of Fellows. In particular, they provide supervision for on-going matters that the out-going Fellows are unable to complete before the end of their Fellowship tenure.

In addition, the Advocates provide training to the Fellows on how interviews for merits testing ought to be conducted. Following this, Fellows then commenced conducting their interviews independently (which were initially supervised) in early March.

## **CLAS Criminal Law Training Programme**

CLAS launched its run of the Criminal Law Training Program on April 2019. The Programme comprised 23 modules on various criminal law topics delivered by senior practitioners, academics, experts, and psychiatrists and included lessons at varying levels of complexity to cater to practitioners at all levels of seniority, with the added purpose of substantially progressing a junior practitioner’s competence in criminal practice at an accelerated rate.

With the commencement of the CPD requirements for those in the Senior category, the Training Programme saw the participation of more senior members of the Bar which often led to insightful sharing of experiences during the question and answer sessions.



# ADVOCATES & FELLOWS



## CLAS ADVOCATES 2019/2020

### **Ng Shi Yang**

Mr Ng graduated with a Bachelor of Laws (Hons) from the University of Birmingham in 2011. He trained at Rajah & Tann LLP and joined WongPartnership LLP upon admission to the Singapore Bar. Mr Ng's disputes practice spanned commercial, medical negligence, insolvency matters, with particular interest in white-collared criminal and investigatory matters. Mr Ng was seconded to the pioneer batch of the CLAS Fellowship. He re-joined the then Pro Bono Services Office in December 2016 as a CLAS Advocate.

### **Sadhana Rai**

Ms Rai was called to the bar in 2013 after she graduated with a Bachelor of Laws (Hons) and a Bachelor of Social Sciences from the National University of Singapore. She then started her legal career at Drew & Napier LLC under Mr Davinder Singh, SC. In June 2015, Ms Rai joined the inaugural batch of the CLAS Fellowship as the sixth CLAS Fellow. She continued to work as a CLAS Fellow in 2016. In December 2016, Ms Rai was offered the newly minted role of CLAS Advocate. In her five years at CLAS, Ms Rai has appeared before both the Supreme Court and the State Courts and has secured acquittals, and succeeded on appeals.

## CLAS FELLOWSHIP 2019/2020

### **Pramnath Vijayakumar**

Mr Vijayakumar previously handled civil, commercial and criminal litigation matters in private practice. However, he found criminal law to enthral him the most. He subsequently joined the CLAS Fellowship in early 2019 and the practice of criminal law continues to intrigue Mr Vijayakumar and he considers it to be one of the most meaningful areas of the law that one could practice.

### **Vigneesh Nainar**

Mr Nainar graduated from the University of Manchester in 2014 and was called to the Singapore Bar in August 2016. Prior to joining CLAS in January 2020, Mr Nainar gained experience in the practice of criminal, family and civil litigation.

### **Goh Qian Hui**

Ms Goh was an active volunteer for the underprivileged in Singapore and in the University of Nottingham's Pro Bono Society. Post-graduation, she was called to the Singapore Bar in 2019 and joined the CLAS Fellowship in 2020, pursuing her interest in social services through her legal training.

### **Shaik Siraj (Term ended December 2019)**

Mr Siraj graduated with a Bachelor of Laws (Hons) from Singapore Management University (SMU) in 2015 and was called to the Bar in 2016 after the completion of his training contract at Straits Law Practice LLC where he assisted with various civil and criminal matters.

### **Shaneet Rai (Term ended December 2019)**

Mr Rai was called to the Bar in April 2016, after earning his Juris Doctor at SMU. Prior to law school, he majored in Political Science at NUS. Mr Rai was previously an associate at Trident Law Corporation. Working predominantly on criminal matters, he was involved in a wide array of cases ranging from shop-theft to capital offences.

### **Marjorie Kong (Term ended in December 2019)**

Ms Kong graduated with a Bachelor of Laws (Hons) from the University of Nottingham in 2015. She was with the firm of Timothy Ng LLC from 2015 to 2017 first as a trainee and then an associate. She assisted in a spectrum of contentious matters, including building and construction-related disputes, contractual disputes, and negligence suits; as well as a few criminal matters. Ms Kong re-joined LSPBS in January 2020 to provide advisory, administrative and secretariat support for access to justice programme committees and schemes.

# ADVOCATES & FELLOWS



## CLAS FELLOWSHIP 2019

*Standing (left to right):  
Pramnath Vijayakumar, Marjorie Kong, Shaneef Rai  
and Siraj Shaik*

*Sitting (left to right):  
Sadhana Rai and Ng Shi Yang*

## CLAS FELLOWSHIP 2020

*Standing (left to right):  
Vigneesh Nainar, Pramnath Vijayakumar  
and Goh Qianhui*

*Sitting (left to right):  
Sadhana Rai and Ng Shi Yang*





# CLAS STATISTICS



2 Advocates  
4 Fellows\*  
3 Fellows\*\*



217 Volunteer Lawyers  
16 MOU Firms



1,947 applicants received advice,  
of which 930 were granted aid in  
the form of representation



\*Term ended in December 2019 for 3 Fellows  
\*\*Term started in January 2020 for 2 Fellows



# CLAS TRAINING 2019





# LAW AWARENESS

*Empowering everyday people with legal awareness.  
Committee Report, Josephus Tan, Chairperson*

## **Law Awareness Weeks @CDC 2019**

Law Awareness Weeks @CDC (LAW@CDC), an annual nationwide effort to promote legal awareness and understanding of the law in the community, is a collaboration between LSPBS and the five Community Development Councils (CDCs), supported by the People's Association (PA). In 2017, we welcomed the NUS Centre for Pro Bono and Clinical Legal Education, the SMU Pro Bono Centre and the SUSS School of Law as partners in this outreach.

LAW@CDC 2019 *"Helping You Help Others"* was launched on Wednesday, 4 September 2019 at the Keat Hong Community Club Auditorium by Mr Edwin Tong, SC, Minister of Law and Health, the Mayors of the 5 CDCs and LSPBS Board Member, Mr N Sreenivasan, SC.

The campaign featured legal talks complemented by webinars for taboo topics such as Debt Management and Gambling, Divorce and You, as well as Good Samaritan, a collaboration with the Singapore Heart Foundation. The online webinars offered participants anonymity and privacy, thus enabling them to take down notes at their convenience and to ask questions without facing concerns about being identified. Feedback shows that this was greatly welcomed by participants.

## **Law Works**

Law Works is an ongoing partnership between LSPBS and NTUC which aims to educate union members and workers on their legal rights, through Legal Primers, particularly with respect to employment issues. In addition, legal clinics are held monthly where applicants can seek advice on a wide range of personal issues.

## **Advocates for the Arts**

Following the launch of Advocates for the Arts (AFA) in 2018, LSPBS has been actively collaborating with various partners such as National Arts Council, Arts Resource Hub, and the Esplanade, amongst others, to organise legal awareness talks for the creative industry. The legal talks, which were often well-received, provided freelancers with useful and practical legal knowledge to guide and/or risk manage their activities and protect their creative output.

## **Volunteer Capacity Building Series (VolCapB Series) and Social Service Capacity Building Series (SSCapB Series)**

LSPBS is strongly committed to supporting our volunteers and the social service sector with training to enhance their pro bono experience. This year, we organised various seminars and workshops to update our volunteers and the respective sectors on the latest legal developments, and to develop relevant skills to empower them to bring their pro bono services to the next level.

## **Project Schools**

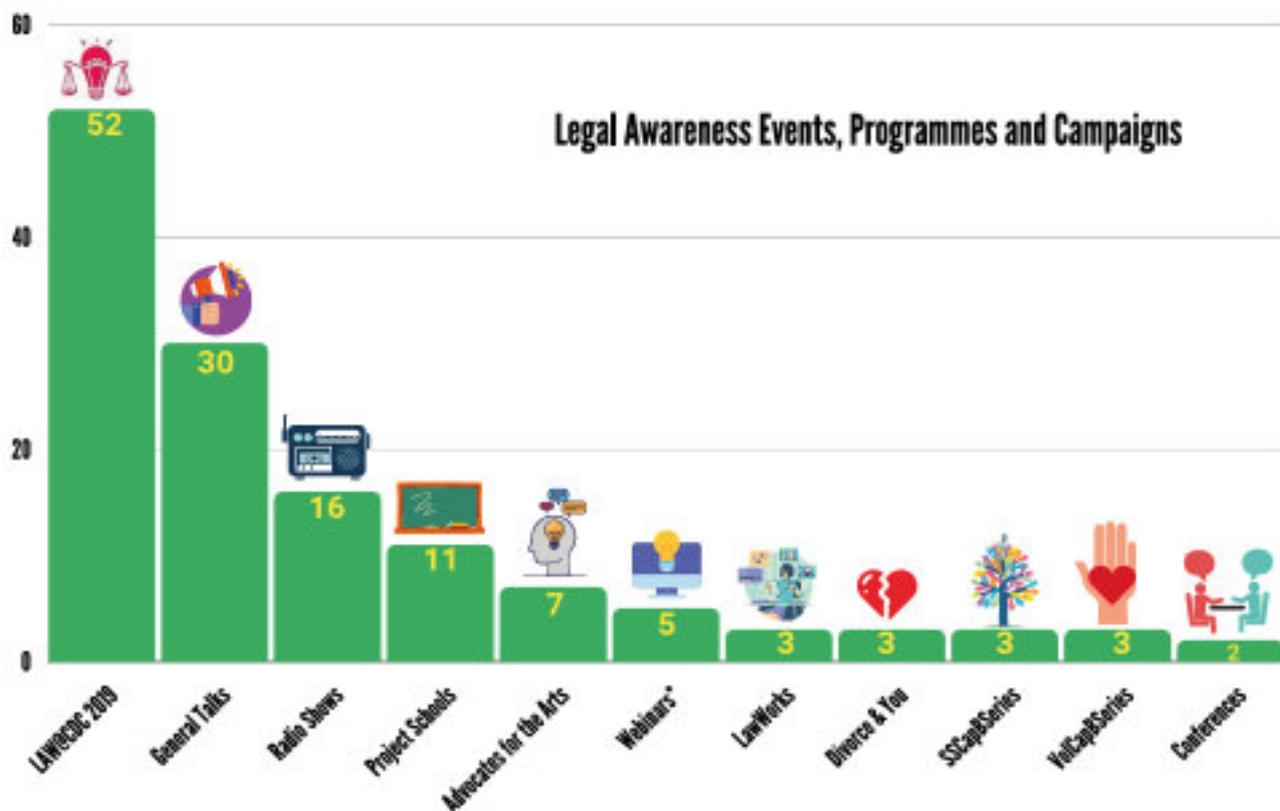
Project Schools was launched in July 2012 with the objective of promoting a greater level of civic mindedness amongst youth and enabling them to better protect themselves from the consequence of crime. With cybercrimes and cyber-bullying on the rise amongst this digitally savvy generation, the importance and relevance of Project Schools cannot be overstated. The close collaboration between school teachers and volunteer lawyers has enabled the success of Project Schools. LSPBS will continue to work towards expanding the reach of Project Schools.

## **Media Outreach**

This year, with the support of our PR agency Asia PR Werkz, LSPBS secured 15 live radio spots with 938FM, Media Corp. Our volunteer lawyers spoke with host Ms Susan Ng on various topics such as End-of-Life Matters, Employment and Freelancing, Consumer Protection, Family Matters (Matrimonial) and many more. The close collaboration with the media has enabled us to further our law awareness outreach to the community.



# LAW AWARENESS OUTREACH



# 6,852

PEOPLE REACHED THROUGH LEGAL AWARENESS TALKS ISLANDWIDE



"Am thankful and appreciative of this Law Works partnership between NTUC & LSPBS. It has brought access and assistance to many workers/union members who needed advice and added awareness of their legal rights, recourses and remedies when they encounter various legal issues in and outside the workplace."

**Patrick Tay, Asst Secretary-General  
National Trade Union Congress**

"This is the third time that we are signing the MOU with Law Society Pro bono Office (LSPBS). On behalf of the five CDCs, thank you for your strong partnership and support. This collaboration has helped the community become more aware of their legal rights. The community legal clinics have also given greater access and assistance to many residents who have needed help."

**Lim Kar Yee, Senior Director  
People's Association**



# LEGAL TALKS



## Project Schools

### Cyber Offences

CHIJ St Theresa's Convent 16 May 2019  
School of the Arts (SOTA) 16 October 2019

### Domestic Violence

CHIJ St Theresa's Convent 17 October 2019  
SOTA 17 October 2019

### Know the Law

SOTA 11 October 2019

### Law and Pro Bono

Jurong Pioneer Junior College 17 July 2019

### Substance Abuse

CHIJ St Theresa's Convent 23 October 2019  
SOTA 14 October 2019

### Sexual Offences

SOTA 21 October 2019



## Advocates for the Arts

### 'F' Word

Professional Photographers Association  
10 May 2019

### Contracts and Intellectual Property

LaSalle College of the Arts, 8 November 2019  
Bay Beats, Esplanade, 16 June 2019

### Intellectual Property and Copyright

LaSalle College of the Arts, 24 September 2019

### Freelancing in the Creative Industry

Arts Resource Hub (ARH), National Arts Council  
20 November 2019

### Contracts and Dispute Resolution

ARH  
13 December 2019

### Navigating Contracts

ARH  
11 March 2020



## LawWorks (NTUC)

### Legal Primer: Media Law

31 July 2019

### Legal Primer: Are you a Disguised Employee?

31 October 2019

### Legal Primer: What are your Rights as a Freelancer?

27 February 2020



## Divorce and You

24 May 2019

19 July 2019

27 September 2019



## SSCapBseries

### Personal Data Protection Act

Community Impact Week  
Morgan Lewis Stamford LLC  
14 June 2019

### Protection from Harassment

GlaxoSmithKline, 11 July 2019

### Interpreting Justice

7 November 2019



## VolCapBseries

### Project Legal Empowerment and Assistance for Foreign Spouses

25 May 2019

### Employment

28 June 2019

### Women in Litigation

13 September 2019



## Conferences

### 2019 Asia Pro Bono Conference, Nepal

11 - 15 September 2019

### 2019 Public Interest Law Network (PILnet)

Global Forum, Singapore  
11 - 13 November 2019



# LEGAL TALKS

## RADIO SHOWS (938FM)

### **Advance Legal Planning**

3 April 2019

### **Employment**

10 April 2019

### **Consumer Protection**

17 April 2019

### **Family Law**

24 April 2019

### **Debt Management**

22 May 2019

### **Accident and Personal Injury**

29 May 2019

### **Consumer Protection**

15 June 2019

### **Personal Data Protection Act**

29 June 2019

### **Accident and Personal Injuries**

13 July 2019

### **Product Purchase**

29 July 2019

### **Personal Data Protection Act**

1 August 2019

### **Online Shopping**

13 August 2019

### **Overseas Travel**

14 August 2019

### **Harassment**

28 August 2019

### **Beauty Packages**

3 September 2019

### **Property Purchases**

9 September 2019

## WEBINARS

### **LAW@CDC 2019**

### **Debt Management & Gambling**

26 September 2020

### **Debt Management & Gambling (Mandarin)**

3 October 2019

### **Divorce & You**

24 October 2019

### **Good Samaritan**

22 November 2019

### **The Office of the Public Guardian**

### **Deputyship Duties**

23 March 2020



# LEGAL TALKS

## **LAW@CDC (September - October 2019)**

### **Advance Legal Planning**

Hougang Sheng Hong Family Service Centre  
Hougang Zone 3 RN  
Jurong East View RC  
Jurong Spring Zone E RC  
People's Association Staff Club  
South East Community Development Council (x2)  
Tampines Changkat Community Club  
Telok Blangah Parcview RN  
Tembusu Senior Activity Centre  
Toa Payoh Central CC  
Toa Payoh East Community Club  
Whampoa McNair RC

### **Community Neighbour and Disputes**

Bukit Batok East Zone 1 RC  
Fengshan CC WEC  
Hougang Sheng Hong Family Service Centre  
Hwi Yoh Ville RC  
Jalan Besar Boon Keng RC  
Lakeside Grove NC  
Lions Befrienders Ghim Moh Senior Activity Centre  
Naval Base Primary School  
South East Community Development Council (x3)  
Taman Jurong CC  
Tembusu Senior Activity Centre  
Unity Secondary School  
Whampoa CC C2E

### **Consumer Protection**

Admiralty Primary School  
Eunos CC  
Fuchun CC  
Hougang Sheng Hong Family Service Centre  
Hwi Yoh Ville RC  
Jurong Spring Zone E RC  
Kg Chai Chee CC (Heartbeat at Bedok)  
Tampines Changkat Community Club

### **Employment**

Kg Chai Chee CC (Heartbeat at Bedok)

### **Family Law (Divorce & You)**

Fengshan CC WEC (x2)  
Whampoa McNair RC

### **Personal Debt**

Lions Befrienders Ghim Moh Senior Activity Centre

### **Protection from Harassment (POHA)**

Chinese Development Assistance Council (x3)  
Hwi Yoh Ville RC  
Whampoa CC C2E

### **Syariah Law**

Chinese Development Assistance Council (x3)  
Hwi Yoh Ville RC  
Whampoa CC C2E



# LEGAL TALKS

## GENERAL TALKS (FY2019/2020)

### **Deputyship and Wills**

APSN Delta School  
Asian Women Welfare Association (x2)  
Cerebral Palsy Alliance Singapore School (x2)  
Eden School  
Movement for the Intellectually Disabled (x2)  
Rainbow Centre  
St Andrew's Autism Centre

### **Appropriate Adult Scheme and Vulnerable Adults**

Association on People with Special Needs  
Department of Psychology, NUS

### **Advance Planning**

Caregiver Alliance & Special Needs Trust Care  
Lions Befrienders (Golden Years with NUS & SMU x3)

### **Healthcare Law and Medical Ethics**

School of Health Sciences, Ngee Ann Polytechnic (x2)

### **Artificial Intelligence and Law**

School of Business & Accountancy, Ngee Ann Polytechnic

### **Working as a teenager in Singapore**

School of Business & Accountancy, Ngee Ann Polytechnic

### **Youth Offenders**

School of Business & Accountancy, Ngee Ann Polytechnic

### **Criminal Law**

T-Project  
School of Business & Accountancy, Ngee Ann Polytechnic

### **Family Law**

T-Project  
Rivervale RC

### **Protection from Harassment**

Samaritans of Singapore

### **Community Neighbour Disputes Resolution**

Rivervale Horizon

### **Fundraising and Governance**

NCSS

### **Non-Profit Legal Structures**

CNPL  
GUM, NVPC

### **Effective Asset Management in Non-Profit Organisations**

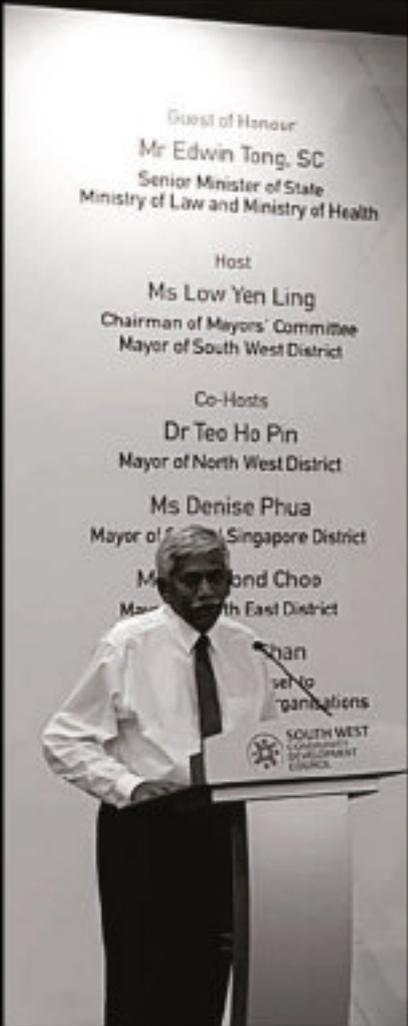
CNPL

### **Personal Data Protection Act**

GUM, NVPC

### **Others**

Legal Roundtable, Agency for Integrated Care (x2)  
Pro Bono Roundtable (x2)  
NUS Pro Bono Cohesion 2019  
MOU signing event with PA



# LAW@CDC 2019

KEAT HONG COMMUNITY CLUB



# LAW@CDC 2019







# PROJECT LAW HELP

*Building capacity in the non-profit, charitable, and social enterprise sector.  
Volunteer firms share corporate advice, so community organisations can flourish.  
Committee Report, Juliana Yap, Chairperson*

The Project Law Help Committee (PLH Committee) serves Community Organisations (charities, non-profit organisations, social enterprises and social service agencies previously known as voluntary welfare organisations). We facilitate the provision of non-litigation commercial legal advice and transactional assistance to Community Organisations with the aim of supporting a sustainable commitment to pro bono work within the legal profession in Singapore.

There are 2 main schemes under which volunteer lawyers provide pro bono corporate advice and assistance: (a) Community Organisation Clinics (COC) and (b) Project Law Help (PLH).

## Community Organisation Clinics (COC)

The COC is a 45-minute consultation session during which a volunteer lawyer provides free basic legal advice to a Community Organisation. COCs are useful for Community Organisations that are exploring legal issues for the first time – for example, how to set up a non-profit organisation, how to register as a charity etc. The COC provides Community Organisations with more clarity and guidance on the next steps they should take.

## Project Law Help (PLH)

Under PLH, Community Organisations which qualify for assistance are matched with volunteer law firms that are willing to provide pro bono legal representation on matters, such as drafting and reviewing contracts and policies, advising on compliance with charities governance issues, personal data protection laws, employment and intellectual property laws, and other legal areas. Upon successful matching, the assigned volunteer law firm will work directly with the Community Organisation.

The PLH Committee also keeps track of the various requirements and initiatives by the Charity Council. As the Charity Council promotes good governance standards and best practices, the PLH Committee strives to align its approach/position accordingly. This ensures that LSPBS is attuned to the latest developments in the charity sector and continues to effectively support Community Organisations.

The PLH Committee engages in capacity building for Community Organisations by regularly collaborating with various partner organisations in seminars and outreach events. Together with MCCY as part of their Shared Services Initiative for Charities, legal clinics were conducted at the Temasek Shophouse every last Friday of the month from January 2020 (currently suspended due to Covid-19).

Other partners include the National Council of Social Service (NCSS), the Centre for Non-Profit Leadership (CNPL) and Ground Up Movements (GUM) under National Volunteer and Philanthropy Centre (NVPC), Agency for Integrated Care (AIC), Singapore Centre for Social Enterprise (raiSE), amongst others.



# PLH STATISTICS



**43 Applications**  
**27 Successful Matches**



**15 Applications**  
**7 Successful Matches**

*"The NVPC Groundup community has gained much from the Law Society Pro Bono Services partnership. The knowledge and insights shared has helped keep our communities updated and relevant."*

**Groundup Partnership Team**  
**National Volunteer & Philanthropy Centre**



# CAPACITY BUILDING SERIES

**VOLUNTEER CAPABILITY BUILDING SERIES**  
EMPOWERING YOU TO ADVANCE

## Employment Law

### An evolving landscape

The Employment Act 2015 is the highest governing employment statute in Singapore. It is critical for employers and employees alike with the same relevant amendments to both. These changes include the expansion of the Act to part-time and fixed-term, and fixed-term members of the Employment Council/Board to their respective full-time roles.

Join our expert panel to have a candid discussion on what this means for you!

**SPEAKERS**



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law

**HOSTED BY**

**Withers & Taft**

**Date:** 17 May, 21 Jun 2018  
**Time:** Registration: 4:00pm  
Workshop: 4:30pm - 6:00pm  
**Venue:** Withers & Taft  
88 Raffles Place, #27-01  
Raffles Place, SINGAPORE

**VOLUNTEER CAPABILITY BUILDING SERIES**  
EMPOWERING YOU TO ADVANCE

## Legal Employment & Assistance for Foreign Spouses (LEAF)

### Supporting Foreign Spouses' Family Well-being

Foreign spouses are an integral part of Singapore's multi-cultural society. Approximately 10% of the population are foreign spouses. As a particularly vulnerable group, it is important to ensure that they have access to the legal system to resolve their family and legal issues. This workshop will provide an overview of the LEAF program and the support services available to foreign spouses. It will also discuss the challenges faced by foreign spouses and the role of the LEAF program in supporting them.

Join our expert panel to have a candid discussion on what this means for you!

**SPEAKERS**



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law



**Dr. Jitendra Kumar**  
Senior Counsel  
Singapore Employment Law

**Date:** 20 May, Wednesday 2018  
**Time:** Registration: 4:00pm  
Workshop: 4:30pm - 6:00pm  
**Venue:** DLS Piper  
80 Raffles Place, #27-01, LEAF Plaza 1, SINGAPORE

**VOLUNTEER CAPABILITY BUILDING SERIES**  
EMPOWERING YOU TO ADVANCE

## Women in Litigation

With the rise of women in the workforce, there has been a corresponding increase in the number of women who are litigating. This workshop will provide an overview of the challenges faced by women in litigation and the role of the Women's Legal Centre in supporting them. It will also discuss the importance of having a strong support system and the role of the Women's Legal Centre in providing legal assistance and support services to women who are litigating.

Join our expert panel to have a candid discussion on what this means for you!

**Date:** Friday, 12 September 2018  
**Time:** Registration: 4:00pm  
Workshop: 4:30pm - 6:00pm  
**Venue:** Women's Legal Centre  
11 Collyer Quay, #27-01  
Singapore 049311

**HOSTED BY**

**WOMEN'S LEGAL CENTRE**



## Protection from Harassment

### WHAT IS IT AND HOW CAN YOU PROTECT YOURSELF?

Harassment can take on many forms, including physical abuse, bullying, and cyberbullying. It is important to understand the signs and symptoms of harassment and to know how to protect yourself. This workshop will provide an overview of the Protection from Harassment Act and the steps you can take to protect yourself from harassment.

Join our expert panel to have a candid discussion on what this means for you!

**REGISTER NOW**

<https://www.pfcw.com.sg/2018/05/08/18>

**Date:** Thursday, 8 May 2018  
**Time:** 5:00pm Registration  
5:30pm Event begins  
Registration ends

**Organized by**

**ASK**

## Personal Data Protection Act

### EMPOWERING PRIVATE AND PUBLIC USE OF PERSONAL DATA

The Personal Data Protection Act (PDPA) is a landmark piece of legislation that provides a framework for the collection, use, and disclosure of personal data. This workshop will provide an overview of the PDPA and the steps you can take to ensure compliance with the Act.

Join our expert panel to have a candid discussion on what this means for you!

**REGISTER NOW**

<https://morganlewis.com.sg/2018/05/08/18>

**Date:** Thursday, 10 May 2018  
**Time:** 4:00pm - 5:00pm

**Organized by**

**Morgan Lewis**

## INTERPRETING JUSTICE

Interpreting justice is a complex and challenging task that requires a deep understanding of the law and the social context in which it operates. This workshop will provide an overview of the challenges faced by interpreters and the role of the Women's Legal Centre in supporting them. It will also discuss the importance of having a strong support system and the role of the Women's Legal Centre in providing legal assistance and support services to women who are litigating.

Join our expert panel to have a candid discussion on what this means for you!

**Date:** Thursday, 1 November 2018  
**Time:** 10:00am Registration  
10:30am Event begins

**Organized by**

**WOMEN'S LEGAL CENTRE**





# FAMILY JUSTICE SUPPORT SCHEME

TBA

Committee Report, June Lim, Chairperson

In the Opening of the Legal Year 2018, The Honourable the Chief Justice Sundaresh Menon shared:

*"... I have asked the FJC to work with The Law Society to explore the possibility of launching a Family Law Assistance Scheme. Broadly, the idea is to develop a low bono model inspired by the tremendous success of the Criminal Legal Aid Scheme. If this comes to fruition, it will increase access to legal services for those within the "sandwich class" who get embroiled in family disputes. The underlying thinking is that if properly trained and committed practitioners bring their wisdom and counsel to bear on these disputes, this too should help reduce acrimony in the proceedings."*

Following this, from 2018 to 2019, LSPBS engaged the relevant stakeholders including the Family Justice Courts, The Law Society's Family Law Practice Committee, Ministry of Law, Legal Aid Bureau (LAB), Community Legal Services Group, Community Mediation Centre and Community Justice Centre, to consolidate feedback and determine the next steps for Family Justice Support Services (FJSS).

A townhall was conducted to engage family law practitioners, and in a questionnaire circulated in August to September 2018 to the family bar, more than 80% of the respondents were in favour of a low bono clearinghouse model to assist needy family court litigants.

After the relevant feedback was gathered, The Law Society Council affirmed its blessings for FJSS to proceed and for LSPBS to administer the scheme. The FJSS Committee was appointed on 17 October 2019 and the Operations, Eligibility and QC sub-committees were formed to set out the parameters of the scheme.

FJSS would bridge existing service gaps by assisting two main groups that fall through the cracks:

1. Litigants who marginally fail LAB's means test, but are unable to afford a lawyer at regular commercial rates. The objective is to assist this sandwich class by referring them to competent FJSS Panel lawyers who agree to reduce their charges for pre-screened referrals.
2. Foreign spouses with Singaporean children who satisfy LAB's means test but do not qualify for legal aid due to their non-permanent resident status. These applicants are referred to LSPBS by recognised parties such as social service agencies, the Courts, volunteer lawyers etc. Eligible applicants will be granted pro bono legal representation.

The FJSS pilot will run from September 2020 to March 2021, managed by two full-time staff.

After the pilot, the FJSS Committee will assess the applications and data from the pilot and refine the Scheme accordingly.

For more information on Project Leaf please refer to the next page.



# PROJECT LEAF

Project LEAF was initiated in February 2019 together with Ms June Lim, The Law Society Pro Bono Ambassador for 2018. It served as a precursor to the Family Justice Support Scheme (FJSS)'s Pro Bono Clearinghouse which provides assistance to foreign spouses with Singaporean children who require help in family law matters.

Project LEAF was initially publicised mainly to shelters, including Star Shelter and Casa Raudha. Gradually, there were increasingly more referrals from other social service agencies, legal clinics as well as volunteer lawyers.

Project LEAF will be subsumed under FJSS from September 2020.



**22 Assigned Cases (FY19/20)**



## AD HOC PRO BONO SCHEME

*Providing pro bono legal representation for persons with exceptional circumstances who do not meet the criteria for existing legal aid schemes but nonetheless are in urgent need and are unable to afford a lawyer.*

In line with our vision of access to justice for all, AHPBS prevents persons in dire need of legal help from falling through the cracks in the justice system.

Upon receiving an application, which is accepted on a referral-only basis (e.g. from the Courts, Social Service Agencies, government organisations, lawyers, etc), LSPBS conducts a full assessment of the applicant's suitability for legal aid, and matches eligible applicants with volunteer lawyers.

**22 Assigned Cases (FY19/20)**

13 Civil Cases



5 Criminal Cases



4 Family Cases





# EVENTS

## Balik Kampung, 25 July 2019

After a long hiatus, LSPBS organised a volunteer appreciation and networking dinner for its volunteers across all its programmes on 25 July 2019 at 80RR, 80 Robinson Road. The theme for the night was *Balik Kampung*. Everyone feasted on delectable home-made nasi lemak, laksa, chendol and other local favourites.

Chairman Mr Vijayendran, SC as well as the Committee Heads of each of our programmes gave speeches thanking our volunteers for their undying support, and shared about upcoming programmes and challenges. Volunteers and staff participated gamely in old school activities, quizzes and contests such as capteh.

The event was a great success, with drinks and conversation flowing long into the evening and attended by many volunteers and staff. It was wonderful to see volunteers mingling across different programmes and making new connections. In the words of one of our volunteers: *"It was a fantastic opportunity to meet familiar faces and to get to know other volunteers. For me, the highlight was sitting at the same table with my ex-tutor from NUS days, and enjoying conversation with people I had met for the first time. I do hope there will be more of such events in the future!"*

## Asia Pacific Pro Bono Conference, 11 - 15 September 2019, Nepal

The Conference, organised by a network consortium from throughout Asia and globally, is the largest annual gathering of persons supporting and engaged in access to justice, pro bono and public interest law in Asia. The theme for the year was "Justice for All: Empower – Engage – Sustain", and we had the opportunity to learn more about the impact of strategic pro bono on seemingly intractable humanitarian problems. LSPBS presented and facilitated workshops and panels on:

- *The Role of Bar Associations in Supporting Pro Bono*
- *Expanding the Asia Pro Bono Roundtable Network*
- *Strengthening Access to Justice for persons who use drugs through pro bono support*

## 2019 PILnet Global Forum, 11 - 13 November 2019, Singapore

PILnet, the global network for Public Interest Law, held its 2019 Global Forum in Singapore. It was the first time the event was held in Asia. This year's Forum was organised around the tripartite themes of Engaging lawyers, Empowering innovation, and Enabling change. The three-day event saw over 290 participants from 37 countries attending 36 workshops, panel conferences and roundtables with 105 speakers. Chairman Mr Vijayendran, SC delivered the Opening Keynote and was part of the Plenary Discussion. CEO Tanguy Lim, Director of CLAS, Mr Pillai, as well as CLAS Advocate, Ms Rai presented and moderated at the Forum's workshops. Several other representatives from various organisations in Singapore, such as the CJC, NUS and SUSS, spoke at the workshops, and many others attended the event.

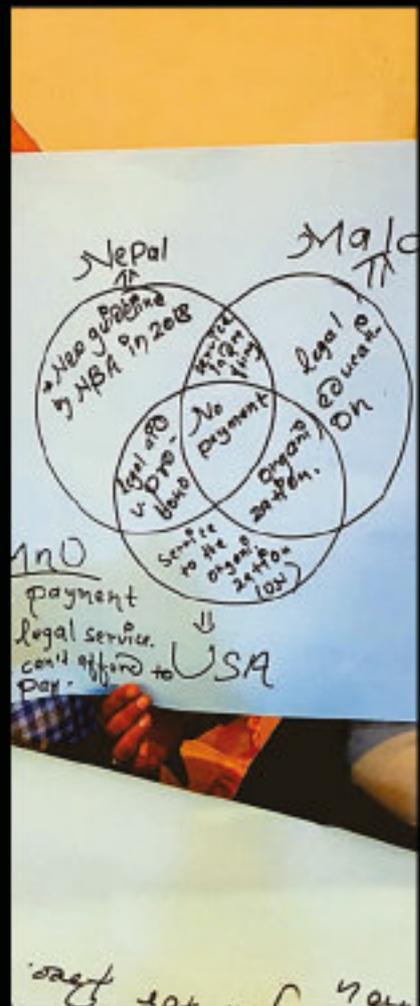
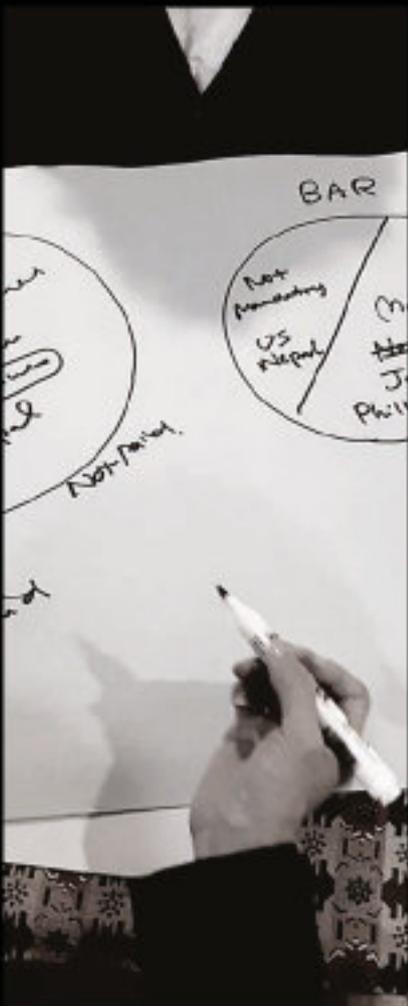
LSPBS took on our role as co-organisers with enthusiasm and professionalism. LSPBS volunteers were also assigned as note-takers at the various workshops, in order that the host team could have a detailed record of the discussions that took place. The Forum culminated in PILnet's Global Awards Dinner Reception at the historic CHIJMES Hall. LSPBS was honoured and proud to have been part of the successful event in Singapore. LSPBS organised and facilitated the following:

- *Opening Keynote and Plenary Discussion*
- *Spark Talks*
- *Professional Associations and Pro Bono: A Comparative Look*
- *Inspiring Cross-Sector Collaborations for the Public Interest*



# BALIK KAMPUNG

VOLUNTEER NIGHT  
25 JULY 2019



# ASIA PRO BONO CONFERENCE

Kathmandu, Nepal  
11 - 15 September 2019



# PILNET GLOBAL FORUM

SINGAPORE

11 - 13 NOVEMBER 2019





# STUDENT VOLUNTEERS



*thank  
you* ❤️



# OUR DONORS

*Our heartfelt and sincere thanks to all our donors, sponsors, partners and supporters whose generous contribution and support have helped us achieve access to justice for all.*

## **CLAS Fellowship**

### **Gold Benefactor (\$100,000)**

Dentons Rodyk & Davidson LLP

### **Silver Benefactors (\$50,000 and above)**

Allen & Gledhill LLP

Drew & Napier LLC

## **Annual Pledges (\$50,000 and above)**

Allen & Gledhill LLP

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Clifford Chance Pte Ltd

Drew & Napier LLC

K&L Gates Straits Law LLC

Linklaters Singapore Pte Ltd

Providence Law Asia LLC

Rajah and Tann Foundation

## **\$50,000 and above**

Eugene Thuraisingam LLP

Singapore Totalisator Board

## **\$30,000 and above**

Singapore Institute of Legal Education

## **\$10,000 and above**

Baker Mckenzie Wong & Leow

Certis Cisco Security Pte Ltd

Fuzet Farid Singapore LLC

Hong Leong Foundation

Providence Law Asia LLC

SymAsia Singapore Fund

TSMP Foundation

## **\$5,000 and above**

Alliance Asia Holdings Pte Ltd

Chan Soo Khian

Chua Lee Ming

Chui Teng Group

Daniel Teo Tong How

Dentons Rodyk & Davidson LLP

Duane Morris & Selvam LLP

Freshfields Bruckhaus Deringer Singapore Pte Ltd

Gregory Vijayendran, SC

Keppel Care Foundation

Kuah Boon Theng, SC

Lee Foundation

Lee Kim Shin, SC

Leong Kah Wah

Luther LLP

NTUC Fairprice Foundation Limited

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Singapore Pools

Roxy Foundation

The Law Society Of Singapore

The Silent Foundation

Tiong Seng Contractors Pte Ltd

Tito Isaac & Co LLP

Viviene Sandhu

Wong Meng Meng, SC

Yeo Kar Jun Christopher



# OUR PARTNERS

## PARTNERS

Agency for Integrated Care  
Arts Resource Hub  
Asian Women Welfare Association  
Association for People with Special Needs  
Association of Corporate Counsel  
Association of Women for Action and Research  
Casa Raudha Women Home  
Catholic Lawyers Guild  
Centre for Domestic Employees  
Centre for Non-Profit Leadership  
Community Development Councils  
Community Justice Centre  
Family Justice Courts  
FAST  
Good Shepherd Centre  
Ground Up Movement  
HealthServe  
HOME  
Justice Without Borders  
LaSalle School of Arts  
Methodist Welfare Services  
Migrant Workers' Centre  
Ministry of Law  
Ministry of Social and Family Development  
National Arts Council  
National Council of Social Service  
National Trade Union Congress  
National University of Singapore  
National Volunteer & Philanthropy Centre  
People's Association  
Public Interest Law Network  
School of the Arts  
Singapore Academy of Law  
Singapore Centre for Social Enterprise  
Singapore Corporate Counsel Association  
Singapore Council of Women's Organisations  
Singapore Institute of Legal Education  
Singapore Management University  
Singapore University of Social Sciences  
Special Needs Trust Company  
Star Shelter  
State Courts  
Supreme Courts  
T-Project  
The Office of the Public Guardian  
Transient Workers Count Too  
Tripartite Alliance for Dispute Management

## CLAS MOU Firms

Abbots Chambers LLC  
Allen & Gledhill LLP  
Damodara Hazra LLP  
Dentons Rodyk & Davidson LLP  
Drew & Napier LLC  
Eldan Law LLP  
Gloria James-Civetta & Co  
Harry Elias Partnership LLP  
K&L Gates Straits Law LLC  
Kennedys Legal Solutions Pte Ltd  
Morgan Lewis Stamford LLC  
Oon & Bazul LLP  
Shook Lin & Bok LLP  
TSMP Law Corporation  
Tembusu Law Corporation  
WMH Law Corporation

## Community Legal Clinics Anchor Firms

Allen & Gledhill LLP  
Baker & McKenzie Wong & Leow LLC  
Dentons Rodyk & Davidson LLP  
Drew & Napier LLC  
Fortis Law Corporation  
Harry Elias Partnership LLP  
HFW AsiaLegal  
K&L Gates Straits Law LLC  
Lexton Law Corporation  
Quahe Woo & Palmer LLC  
Rajah & Tann Singapore LLP  
Shook Lin & Bok LLP  
TSMP Law Corporation  
Tan Kok Quan Partnership  
Tan Rajah & Cheah  
WongPartnership LLP

## Media & PR Support

Asia PR Werkz



# IN THE SPOTLIGHT

Date	Media Platform	Article
Wednesday, 17 April 2019	Channel New Asia	2 men acquitted of charges in 12-hour attack that left teenage girl with spine fracture
Wednesday, 17 April 2019	TCODAY Online	2 men acquitted of assault as teen girl's evidence was unreliable
Monday, 22 April 2019	Channel NewsAsia	Man jailed, caned for robbing and raping sex worker who begged for her life
Saturday, 27 April 2019	Channel NewsAsia	New partnership to provide greater support for volunteer lawyers
Sunday, 28 April 2019	The Straits Times	More pro bono legal services for the needy
Monday, 29 April 2019	Lianhe Zao Bao	与律师公会合作 人协律为社区法律诊所 协调资源减轻行政负担
Sunday, 12 May 2019	Shin Min Daily News	“流氓律师”陈俊良分享心得
Monday, 13 May 2019	TCODAY Online	Man jailed for sexually assaulting young daughter over 4 years
Tuesday, 14 May 2019	Channel NewsAsia	Man set to plead guilty to sexual assault of stepdaughter goes to trial instead after contesting facts
Saturday, 25 May 2019	The Straits Times	Jail for woman who slashed mum-in-law
Friday, 31 May 2019	TCODAY Online	Man jailed for inserting joss stick and grass root in flat gate lock, hitting sister
Thursday, 6 June 2019	TCODAY Online	He missed the last bus home, so he teamed up with friends to steal a motorcycle
Tuesday, 18 June 2019	The Straits Times	Ex-car salesman jailed for taking \$400k from firm and customers to fuel his gambling habit
Wednesday, 19 June 2019	The New Paper	Man jailed 16 weeks after groping three women
Wednesday, 19 June 2019	The New Paper	Man uses sob story to molest victim
Monday, 8 July 2019	Lianhe Zao Bao	至今已派送回成立国一代卡7月底前科可全寄出
Friday, 12 July 2019	Channel NewsAsia	Blind man gets jail, caning for sexually assaulting 8-year-old stepdaughter
Friday, 12 July 2019	TCODAY Online	Legally blind man gets jail, caning for sexually assaulting 8-year-old stepdaughter
Monday, 15 July 2019	Channel NewsAsia	'Monster' who prostituted wife and sexually assaulted daughter tries to appeal, but speaks unintelligibly
Monday, 15 July 2019	TCODAY Online	'Monster' father appeals against sentence for prostituting wife, sexually assaulting daughter, niece
Tuesday, 16 July 2019	Channel 8	逼妻卖淫性侵女儿判刑25年 半狱义上法庭表现语无伦次
Thursday, 8 August 2019	TCODAY Online	Apex court upholds acquittal of man accused of sexually assaulting, raping lover's teen daughter
Thursday, 22 August 2019	TCODAY Online	Serial shoplifter jailed for punching friend outside Banana Leaf Apollo restaurant, causing his death
Tuesday, 3 September 2019	The Straits Times	Jail and caning for sexual assault on drunk woman
Friday, 6 September 2019	Lianhe Zao Bao	五社理会与黄媒用合作 网络研讨会让公众向律师或辅导员寻求咨询
Tuesday, 17 September 2019	The Straits Times	Teen who raped and robbed sex worker gets 7 years' jail, caning
Tuesday, 17 September 2019	The New Paper	Teen jailed seven years for raping and robbing prostitute
Tuesday, 17 September 2019	Lianhe Zao Bao	17岁少男伙同两友于案劫奸53岁女雇7年打15鞭
Tuesday, 17 September 2019	Shin Min Daily News	对53岁“药妈真”劫财又劫色 雇7年鞭15下 少东要上诉
Wednesday, 18 September 2019	Lianhe Zao Bao	用高酬“肉金”诱骗上门 青年拉幼强奸少女 被判监七年鞭15
Thursday, 19 September 2019	The Straits Times	Tech solutions in place to ensure access to justice for all litigants
Monday, 30 September 2019	Channel NewsAsia	Pawn shop robber who donned turban to throw police off the scent gets jail and caning
Monday, 30 September 2019	The Straits Times	Jail, caning for former construction worker who tried to rob Boon Lay pawnshop
Friday, 1 November 2019	Channel NewsAsia	Man who stole top from Woodlands police station gets less jail time after appeal
Friday, 8 November 2019	TCODAY Online	Man gets 12 years' jail, caning for sexually assaulting girlfriend's teen daughter with special needs
Friday, 8 November 2019	Channel NewsAsia	Man locked girlfriend's 13-year-old daughter with special needs in room, sexually assaulted her
Monday, 11 November 2019	TCODAY Online	Maid abuser's 20-month jail sentence cut to 8 months on High Court appeal
Monday, 11 November 2019	Shin Min Daily News	电板车骑士被控
Monday, 18 November 2019	A Magazine Singapore	Tanguy Lim And Gregory Vijayendran Want To Make Justice Accessible To All
Wednesday, 27 November 2019	Lianhe Zao Bao	电板车撞伤男童19岁骑士被控
Wednesday, 27 November 2019	Shin Min Daily News	电板车撞伤男童19岁骑士被控
Friday, 29 November 2019	Channel NewsAsia	Man convicted of abducting woman outside Hotel 81 but cleared of molesting her
Saturday, 30 November 2019	The Straits Times	State Courts moving to new home next month
Tuesday, 3 December 2019	The Straits Times	Former principal gets jail for taking \$46,000
Wednesday, 18 December 2019	The Straits Times	8 months' jail for man who abducted woman in 2016
Friday, 20 December 2019	Lianhe Zao Bao	警犬单位总部厕所内偷拍女子 服役警员面对三控状
Sunday, 29 December 2019	Lianhe Zao Bao	首起电板车夺命案 逾5万人请愿禁骑
Monday, 13 January 2020	Channel NewsAsia	Man gets 28 years' jail, 24 strokes for repeatedly sodomising, raping stepdaughter
Tuesday, 14 January 2020	TCODAY Online	Rape suspect smears faeces on self, courtroom's glass panel; previously exposed genitals to High Court judge
Wednesday, 15 January 2020	Shin Min Daily News	性侵2少女 送警局今年6月满50岁 拉方指被告 延审讯遭打鞭
Monday, 20 January 2020	TCODAY Online	Rape suspect who smeared faeces at earlier hearing says he just regained memory, wants time to find lawyer
Wednesday, 23 January 2020	TCODAY Online	More than 9 years' jail, 6 strokes for pizza deliveryman who introduced teen to 'ice', sexually assaulted him
Thursday, 30 January 2020	Channel NewsAsia	Youth raped younger sister after years of sexually abusing her since she was 5, gets jail and caning
Thursday, 30 January 2020	TCODAY Online	Man raped, sexually assaulted sister over 7 years; mother kept mum till girl got pregnant
Monday, 3 February 2020	The Straits Times	Man kidnapped in January in Thailand returns to Singapore court to face misappropriation charges
Thursday, 20 February 2020	Buro 24/7 Singapore	Freelancing in Singapore: Best tools and resources for arts freelancers and consultants to thrive in the gig economy
Friday, 28 February 2020	The Straits Times	Budget debate: Changes to means test to make it simpler for people to apply for criminal legal aid
Saturday, 29 February 2020	The Straits Times	New means test makes it simpler to apply for criminal legal aid
Friday, 6 March 2020	Channel NewsAsia	First man charged for cheating mask buyers gets more charges, \$5185,000 and 6 victims now involved
Friday, 6 March 2020	TCODAY Online	First man charged with cheating mask buyers faces more charges involving 6 victims amounting to \$5185,000



# OUR YEAR AHEAD

## Assistance for Migrant Workers Social Service Agencies

The LSPBS Migrant Workers' Group, launched in 2019, was set up to foster and facilitate a greater alignment and closer collaboration in enhancing legal awareness and access to justice in the migrant worker community in Singapore.

The collaboration aims to facilitate access to justice and legal knowledge for the migrant worker community by, inter alia:

- a. Identifying areas of needs and potential areas of collaboration amongst the participating Voluntary Welfare Organisations (VWOs);
- b. Providing opportunities for the VWOs to collaborate with LSPBS and other organisations to demonstrate social responsibility towards the migrant worker community; and
- c. Providing a platform for discussion, exchange of ideas and sharing of resources.

## Law Awareness - Going Digital

As part of our ongoing strategy to stay current in this digital age so as to better reach the digitally savvy public, LSPBS began exploring ways to take legal awareness and education online in the later half of 2019. We worked with LAW@CDC to produce webinars for certain taboo legal topics, such as dealing with debt, as well as divorce.

Little did we expect that this would become the cornerstone of Law Awareness in 2020. Since the implementation of circuit breaker measures, all law awareness talks have gone fully online, and our prior experience in conducting webinars has stood us in good stead. Our first fully online webinar was conducted as early as March, and the number of talks and topics covered have risen incrementally since.

Taking a step further forward in our digitalisation efforts, LSPBS started developing a series of podcasts in late 2019, called 'Lawcast'. This is currently in production and we look forward to debuting the inaugural episode of Lawcast in the very near future.

Whilst we look forward to conducting seminars before a live audience again, we anticipate that webinars are here to stay, and will be the new normal when it comes to legal awareness outreach programmes in the foreseeable future. LSPBS is well equipped and ready to take on this new challenge in the coming year.

## Just Laugh 2020

Like charities and non-profits all across the world, the pandemic has brought our physical fundraising activities to a standstill. Just Laugh, originally scheduled for March 2020, was postponed to September 2020, and now further postponed to 2021.

Meanwhile, we are grateful to our faithful supporters and donors who have kept up with their pledges, and have continued to give generously in spite of the struggles we are all facing in this current environment.

# JUST LAUGH

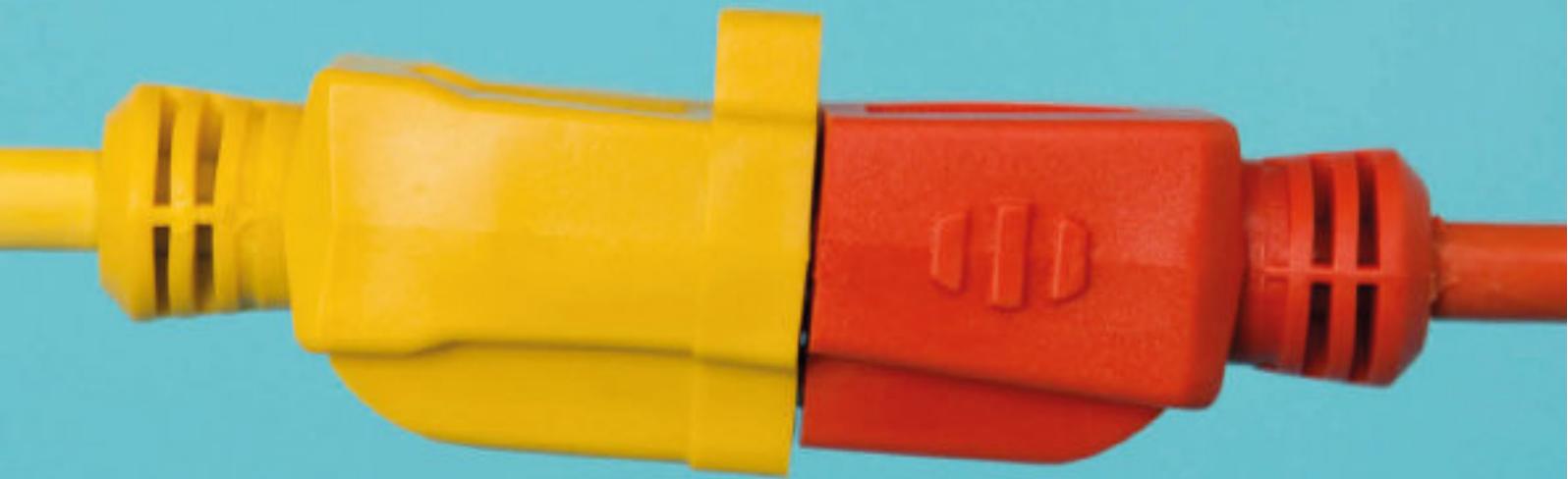
Stand up for Justice

POSTPONED



LAW SOCIETY  
PRO BONO SERVICES

# APPENDICES





# Programmes for Individuals

## Legal Clinics

Community Legal Clinics	General legal clinic advice on personal legal issues held at the North West, South East South West and Central Singapore Community Development Councils during the evenings on Mondays to Thursdays excluding the Public Holidays and eve of Public Holidays. Due to the Covid pandemic, clinics are conducted virtually.
Civil Legal Clinics	Weekly legal clinic advice on civil legal proceedings held at the State Courts.
Family Legal Clinics	Twice weekly legal clinic advice on family legal proceedings held at the State Courts and Family Court.
Law Works Clinics	Monthly legal clinics in partnership with NTUC for members with personal legal issues.
Migrant Workers' Clinics (MWC)	Monthly legal clinics for migrant workers.
Foreign Domestic Worker Association for Social Support and Training Legal Clinic (FAST)	Monthly legal clinics for foreign domestic workers.
Onsite Legal Clinic	Daily at the State Courts and weekly at Supreme Court.
Advocates for the Arts (Individuals)	Legal advice to freelancers in the creative industry on a request basis.

## Legal publications available online

Know the Law	Legal awareness publication to inform members of the public on common areas of the law.
Advocates for the Arts	Legal awareness publication focusing on the creative industries, particularly for freelancers.
LawWorks Pocket Guide Series with NTUC	Legal awareness publication for working people on subjects pertaining to the workplace.

## Legal Awareness talks, events and webinars

Law Awareness Weeks (LAW@CDC) with the 5 CDCs, supported by People's Association and the National University of Singapore, Singapore Management University and Singapore University of Social Sciences.	Annual nationwide effort to promote awareness and understanding of the law in the community through a series of talks.
LawWorks Legal Primer with NTUC	Quarterly legal primers for workers with a focus on employment issues.
Project Schools	Legal awareness programme for secondary school students on youth centric legal issues.
Advocates for the Arts	Legal awareness talks for the creative industry especially freelancers.
General Legal Talks	Legal awareness talks for members of the public on different areas of the law.



# Programmes for Individuals

## Legal Representation

Criminal Legal Aid Scheme (CLAS)	Criminal legal assistance to the poor and needy who are unable to afford a lawyer and are facing charges in a Singapore court for non-death penalty offences under statutes covered by CLAS.
Ad Hoc Pro Bono Scheme (AHPBS)	Legal representation for persons with exceptional circumstances who do not meet the criteria for existing legal aid schemes but are nonetheless in urgent need.
Family Justice Support Scheme (FJSS)	Legal services on family law matters for: <ul style="list-style-type: none"><li>a) Singaporeans/PRs who marginally fail the Legal Aid Bureau (LAB) means test – referral to FJSS Panel Lawyers who agree to reduce their charges for pre-screened referrals.</li><li>b) Foreign spouses with Singaporean children who satisfy the LAB means test – pro bono legal representation.</li></ul>



# Programmes for Community Organisations

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## Legal Support

Community Organisation Clinic	General legal advice for community organisations.
Project Law Help	Corporate legal services for community organisations undertaking community work in Singapore.
Joint International Pro Bono Committee	Legal advice and/or representation for corporate non-litigation matters/transactions for international community organisations that are based in Singapore to meet community concerns or needs.
Advocate for the Arts (Organisations)	General legal advice for organisations in the creative industries.

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## Capacity Building Programme

LEGALESE, a legal toolkit for Community Organisations (made possible with donations from DBS Foundation, SBF Foundation and Withers KhattarWong LLP)	Legal publication which aims to provide bite-sized pieces of information on the various legal aspects of setting up and running community organisations.
"First Responder" support - Early Intervention Initiative to assist frontline workers providing social service assistance	Provide support to social workers in a variety of ways (including capacity building talks, legal input for case management discussions, legal clinics, etc).  The aim is to equip social workers with basic knowledge of common legal issues so that they are able to identify potential cases that may be suitable for early legal intervention, as well as to answer any legal queries they may have.
Assisting the Intermediate to Long Term Care (ILTC) sector	Raising awareness on advance planning issues (e.g. Mental Capacity Act, Lasting Powers of Attorney, etc) and providing legal assistance to the sector, including the elderly, medical social workers and ILTC sector leaders.
Social Service Capacity Building Series (SSCapBSeries)	Capacity building within the social service sector through a series of talks. The aim is to equip the sector with legal knowledge so that they may improve their services to the sector.

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# Programmes for Volunteers

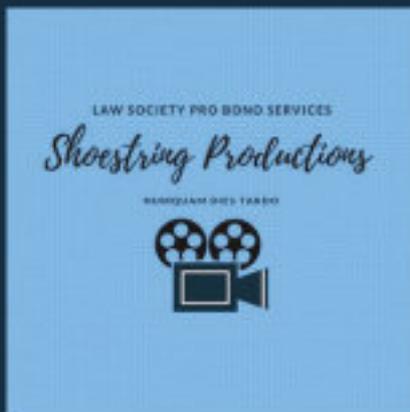
Ad Hoc Pro Bono Scheme (AHBPS)	Assist practitioners and firms who wish to undertake pro bono work for needy persons on an ad hoc basis by screening and preparing a suitability report on the potential recipient of the pro bono assistance.
Volunteer Capacity Building Series (VolCapB Series)	Practice refreshers and legal seminars/workshops to enhance the delivery of pro bono services by our volunteers.
Criminal Legal Aid Training Programme	Practice refreshers and legal seminars to enhance the delivery of pro bono services by CLAS volunteers.
Mentor/Specialist Resource Guidance	Matching of junior pro bono lawyers with a mentor/practice specialist to provide practice guidance.
Paralegal Support for criminal trials	Paralegal trial support for pro bono lawyers undertaking criminal legally aided cases.
Volunteer Initiative Support Scheme	Assistance for practitioners involved in regular pro bono work for a group of persons or community in need.
Pro Bono Research Initiative	Research support for pro bono lawyers undertaking cases involving complex issues of law.
Pro Bono Guide for Law Practices	Guide for law practices on providing structured support for lawyers to engage in pro bono, available online.
Pro Bono Guide for Volunteers	Guide for volunteers on pro bono opportunities in Singapore.
Briefings for law practices on pro bono opportunities	On site pro bono briefings on volunteer opportunities for law practices.
Singapore In-house Legal Counsel Pro Bono Guide	Collaboration with DLA Piper and with the support of SCCA, the guide was launched on 29 January 2016. The Guide highlights opportunities open to individual in-house lawyers who wish to undertake pro bono legal work independent of their employers.
Pro Bono Roundtable Networking Sessions	Regular networking sessions to connect volunteers with pro bono programmes.



## APPENDIX D

# Programmes for Justice Collaborations

Partners/Project	Service Provided	Description
Community Justice Centre (CJC)	CJC seeks to assist litigants in person with the following pro bono services: a) Information services b) Practical support services c) Referral services d) Laymen Assistance Scheme e) Legal Clinics; and f) Public outreach services	As part of the collaboration with the State Courts, the Family Justice Courts, the Ministry of Law, the Ministry of Social and Family Development and the Tan Chin Tuan Foundation, LSPBS supports CJC's onsite legal clinics and assists with the registrations for Community Legal Clinics, Family and Civil legal clinics.
Community Legal Clinics Network with the People's Association (PA)	Support for independent Community Club and Residents' Committee Centre legal clinics through the sharing of best practices, Standard Operating Procedures, volunteer mobilisation, training and other technical support.	Independent Community Club and Residents' Committee Centre legal clinics join this network through the Memorandum of Understanding signed between PA and LSPBS.
Specialised Clinics a) Migrant Workers' Centre (MWC) b) Foreign Domestic Worker Association for Social Support and Training (FAST)	Legal clinics for foreign workers	LSPBS provides the following support: a) The sharing of LSPBS materials including the Community Legal Clinic manual and forms/templates for the use/adaptation; b) Technical assistance including the training/attachment stints of staff on legal clinic administration and procedures; c) Highlighting to our volunteer practitioner pool legal clinic volunteer opportunities; d) Volunteer mobilisation and coordination.
Aware's Sexual Assault Care Centre (SACC)	Legal clinic advice to victims of sexual abuse attending SACC for counselling.	LSPBS offers legal advice to victims referred by SACC.
SMU School of Law Pro Bono Centre	The work of the SMU Pro Bono Centre includes the facilitation of access to justice via its campus legal clinics for indigents and the sensitisation of law students to social justice issues.	LSPBS provides the same scope of support as outlined above for the Migrant Workers' Centre.
LawWorks with NTUC	An ongoing collaboration with NTUC's Legal Services Department (LSD) and Industrial Relations Department, LawWorks aim to educate working people on their legal rights in Singapore.	LSPBS provides the following support: a) Organising legal primers; b) Developing and updating Law Works pocket guides. c) Volunteer mobilisation and coordination for the LawWorks legal clinics.



<http://www.lawsocprobono.org>



<https://www.facebook.com/lawsocprobonoservices>



<https://sg.linkedin.com/company/law-society-pro-bono-services>



<https://www.youtube.com/user/ProBonoServices>

1 Havelock Square B1-18 State Courts Singapore 059724

T: 6536 0650 E: [enquiry@lawsocprobono.org](mailto:enquiry@lawsocprobono.org)

# FINANCIAL STATEMENTS



07

**THE LAW SOCIETY OF SINGAPORE  
AND ITS SUBSIDIARY**

**CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED  
31 MARCH 2020**

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**THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY**  
**STATEMENT BY THE COUNCIL**

In the opinion of the Council, the consolidated financial statements of The Law Society of Singapore (the "Society") and its subsidiary (the "Group") as set out on pages 5 to 62 are properly drawn up in accordance with the Legal Profession Act, Chapter 161 and Financial Reporting Standards in Singapore so as to present fairly, in all material respects the financial position of the Group as at 31 March 2020 and of the financial performance, changes in accumulated funds and fair value reserve and cash flows of the Group for the financial year ended on that date.

On behalf of the Council

  
Mr Gregory Vijayendran  
President

  
Mr Daniel Koh Choon Guan  
Treasurer

14 OCT 2020

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE LAW SOCIETY OF SINGAPORE****Report on the Audit of the Financial Statements*****Opinion***

We have audited the accompanying financial statements of The Law Society of Singapore (the "Society") and its subsidiary (the "Group") as set out on pages 5 to 62, which comprise the balance sheet of the Group as at 31 March 2020, and the statement of comprehensive income, statement of changes in accumulated funds and fair value reserve and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements of the Group are properly drawn up in accordance with the Legal Profession Act, Chapter 161 (the "Act") and Financial Reporting Standards in Singapore ("FRSs") so as to present fairly, in all material respects, the financial position of the Group as at 31 March 2020 and of the financial performance, changes in accumulated funds and fair value reserve and cash flows of the Group for the year ended on that date.

***Basis for Opinion***

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the Accounting and Corporate Regulatory Authority (ACRA) *Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities* (ACRA Code) together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

***Other Information***

The Management is responsible for the other information. The other information obtained at the date of this auditor's report is the Treasurer's Report and the Statement by the Council as set out on page 1 but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE LAW SOCIETY OF SINGAPORE (cont'd)**

**Report on the Audit of the Financial Statements (cont'd)**

*Responsibilities of the Management and Those Charged with Governance for the Financial Statements*

The Management is responsible for the preparation and fair presentation of these financial statements in accordance with the Act and FRSs, and for such internal control as the Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Management is responsible for assessing the Group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Management either intends to liquidate the Group or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Group's financial reporting process.

*Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Group's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE LAW SOCIETY OF SINGAPORE (cont'd)**

**Report on the Audit of the Financial Statements (cont'd)**

*Auditor's Responsibilities for the Audit of the Financial Statements (cont'd)*

- Conclude on the appropriateness of the Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Report on Other Legal and Regulatory Requirements**

In our opinion, the accounting and other records required by the Act to be kept by the Society has been properly kept in accordance with the provisions of the Act.



Baker Tilly TFW LLP  
Public Accountants and  
Chartered Accountants  
Singapore

14 October 2020

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED BALANCE SHEET

As at 31 March 2020

	Note	General Fund		Other Funds		Compensation Fund		Monies held in Trust		Pro Bono Services		Total	
		2020	2019	2020	2019	2020	2019	2020	2019	2020	2019		
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>ASSETS</b>													
<b>Non-current assets</b>													
Property, plant and equipment	3	824,601	4,794,057	-	-	2,393	-	-	-	144,716	123,809	971,710	4,917,866
Right-of-use assets	4	3,820,159	-	-	-	-	-	-	-	524,475	-	4,344,634	-
Investment property	5	4,406,743	-	-	-	-	-	-	-	-	-	4,406,743	-
Intangible assets	6	48,260	16,022	-	-	-	-	-	-	133,459	166,562	181,719	182,584
Financial assets at fair value through profit or loss	7	967,356	1,007,926	-	-	967,355	1,007,926	-	-	-	-	1,934,711	2,015,852
Financial assets at fair value through other comprehensive income	8	2,475,228	3,776,198	-	-	3,112,044	4,783,934	-	-	-	-	5,587,272	8,560,132
		12,542,347	9,594,203	-	-	4,081,792	5,791,860	-	-	802,650	290,371	17,426,789	15,676,434
<b>Current assets</b>													
Financial assets at fair value through other comprehensive income	8	969,794	687,790	-	-	1,257,543	813,944	-	-	-	-	2,227,337	1,501,734
Inventories	9	-	-	41,961	48,617	-	-	-	-	-	-	41,961	48,617
Amount due from The Law Society of Singapore	10	4,846,284	2,117,118	(2,194)	35,875	600	-	-	-	514	384,402	5,151,196	2,537,395
Receivables	11	12,440,830	10,989,353	292,841	276,198	10,329,728	9,041,039	6,766,376	1,142,718	3,940,421	4,191,177	33,770,196	25,640,485
Fixed deposits, bank and cash balances	12	-	-	-	-	-	-	-	-	93,116	37,888	93,116	37,888
Deferred expenditure	13	-	-	-	-	-	-	-	-	194,020	187,020	194,020	187,020
Contract assets		18,256,908	13,794,261	332,608	360,690	11,587,871	9,854,983	6,766,376	1,142,718	4,534,577	4,800,487	41,478,340	29,953,139
Interfund - amount due (to)/from	32	(922,318)	(249,294)	(236,344)	(169,370)	1,158,662	418,664	-	-	-	-	-	-
<b>Total assets</b>		29,876,937	23,139,170	96,264	191,320	16,828,325	16,065,507	6,766,376	1,142,718	5,337,227	5,090,858	58,905,129	45,629,573

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED BALANCE SHEET (cont'd)  
As at 31 March 2020

	Note	Total before inter-segment elimination		Inter-segment elimination		Total after inter-segment elimination	
		2020 \$	2019 \$	2020 \$	2019 \$	2020 \$	2019 \$
<b>ASSETS</b>							
<b>Non-current assets</b>							
Property, plant and equipment	3	971,710	4,917,866	-	-	971,710	4,917,866
Right-of-use assets	4	4,344,634	-	-	-	4,344,634	-
Investment property	5	4,406,743	-	-	-	4,406,743	-
Intangible assets	6	181,719	182,584	-	-	181,719	182,584
Financial assets at fair value through profit or loss	7	1,934,711	2,015,852	-	-	1,934,711	2,015,852
Financial assets at fair value through other comprehensive income	8	5,587,272	8,560,132	-	-	5,587,272	8,560,132
		<b>17,426,789</b>	<b>15,676,434</b>	<b>-</b>	<b>-</b>	<b>17,426,789</b>	<b>15,676,434</b>
<b>Current assets</b>							
Financial assets at fair value through other comprehensive income	8	2,227,337	1,501,734	-	-	2,227,337	1,501,734
Inventories	9	41,961	48,617	-	-	41,961	48,617
Amount due from The Law Society of Singapore	10	514	-	(514)	-	-	-
Receivables		5,151,196	2,537,395	-	(1,527)	5,151,196	2,535,868
Fixed deposits, bank and cash balances	11	33,770,196	25,640,485	-	-	33,770,196	25,640,485
Deferred expenditure	12	93,116	37,888	-	-	93,116	37,888
Contract assets	13	194,020	187,020	-	-	194,020	187,020
		<b>41,478,340</b>	<b>29,953,139</b>	<b>(514)</b>	<b>(1,527)</b>	<b>41,477,826</b>	<b>29,951,612</b>
Interfund - amount due (to)/from	32	-	-	-	-	-	-
<b>Total assets</b>		<b>58,905,129</b>	<b>45,629,573</b>	<b>(514)</b>	<b>(1,527)</b>	<b>58,904,615</b>	<b>45,628,046</b>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED BALANCE SHEET (cont'd)

As at 31 March 2020

	Note	General Fund		Other Funds		Compensation Fund		Monies held in Trust		Pro Bono Services		Total
		2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>LIABILITIES</b>												
<b>Non-current liability</b>												
Deferred grants	12	-	-	-	-	-	-	-	-	-	130	-
Payables	14	155,000	-	-	-	-	-	-	-	-	-	155,000
Lease liabilities	15	3,101,633	-	-	-	-	-	-	-	410,756	-	3,512,389
		3,256,633	-	-	-	-	-	-	-	410,756	130	3,667,389
<b>Current liabilities</b>												
Contract liabilities	13	3,456,585	1,989,596	6,978	45,677	338,700	159,600	-	-	-	-	3,802,263
Amount due to The Law Society of Singapore		-	-	-	-	-	-	-	-	-	1,527	-
Payables and deferred income	14	1,636,877	608,123	23,057	13,779	300	300	-	-	584,562	655,320	2,244,796
Monies held in trust	25	-	-	-	-	-	-	6,766,376	1,142,718	-	-	6,766,376
Deferred grants	12	277,587	-	-	-	-	-	-	-	262,014	316,005	539,601
Lease liabilities	15	848,951	-	-	-	-	-	-	-	117,366	-	966,317
Income tax payable		22,976	132,000	-	-	-	-	-	-	-	-	22,976
<b>Total liabilities</b>		6,242,976	2,729,719	30,035	59,456	339,000	159,900	6,766,376	1,142,718	963,942	972,852	14,342,329
<b>Net assets</b>		9,499,609	2,729,719	30,035	59,456	339,000	159,900	6,766,376	1,142,718	1,374,698	972,982	18,009,718
		20,377,328	20,409,451	66,229	131,864	16,489,325	15,905,607	-	-	3,962,529	4,117,876	40,895,411
												40,564,798
Represented by:												
Accumulated Funds	16 to 24	20,353,302	20,190,971	66,229	131,864	16,456,441	15,630,632	-	-	3,962,529	4,117,876	40,838,501
Fair value reserve		24,026	218,480	-	-	32,884	274,975	-	-	-	-	56,910
		20,377,328	20,409,451	66,229	131,864	16,489,325	15,905,607	-	-	3,962,529	4,117,876	40,895,411
												40,564,798

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED BALANCE SHEET (cont'd)

As at 31 March 2020

Note	Total before inter-segment elimination		Inter-segment elimination		Total after inter-segment elimination	
	2020 \$	2019 \$	2020 \$	2019 \$	2020 \$	2019 \$
<b>LIABILITIES</b>						
<b>Non-current liability</b>						
12	-	130	-	-	-	130
	155,000	-	-	-	155,000	-
	3,512,389	-	-	-	3,512,389	-
15	3,667,389	130	-	-	3,667,389	130
<b>Current liabilities</b>						
13	3,802,263	2,194,873	-	-	3,802,263	2,194,873
	-	1,527	-	(1,527)	-	-
14	2,244,796	1,277,522	(514)	-	2,244,282	1,277,522
25	6,766,376	1,142,718	-	-	6,766,376	1,142,718
12	539,601	316,005	-	-	539,601	316,005
15	966,317	-	-	-	966,317	-
	22,976	132,000	-	-	22,976	132,000
	14,342,329	5,064,645	(514)	(1,527)	14,341,815	5,063,118
	18,009,718	5,064,775	(514)	(1,527)	18,009,204	5,063,248
	40,895,411	40,564,798	-	-	40,895,411	40,564,798
<b>Total liabilities</b>						
<b>Net assets</b>						
16 to 24	40,838,501	40,071,343	-	-	40,838,501	40,071,343
	56,910	493,455	-	-	56,910	493,455
	40,895,411	40,564,798	-	-	40,895,411	40,564,798
<b>Represented by:</b>						
<b>Accumulated Funds</b>						
<b>Fair value reserve</b>						

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

For the financial year ended 31 March 2020

	General Fund (Note 16)		Other Funds (Notes 19 to 24)		Compensation Fund (Note 17)		Pro Bono Services (Note 18)		Total before inter-segment elimination	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
Note	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>INCOME</b>										
Subscriptions and Compensation Fund dues	5,691,961	5,485,296	-	-	628,150	603,000	-	-	6,320,111	6,088,296
Investment income and interest income from fixed deposits and current bank accounts	328,701	376,467	1,649	1,326	316,244	365,095	52,119	41,886	698,713	784,774
Income from operating activities	2,127,204	1,625,901	111,842	55,087	-	27,917	3,449,642	5,294,026	5,688,688	7,002,931
	8,147,866	7,487,664	113,491	56,413	944,394	996,012	3,501,761	5,335,912	12,707,512	13,876,001
<b>LESS EXPENDITURE</b>										
Expenditure from operating activities	7,104,579	6,175,928	179,126	83,665	118,585	114,304	3,645,558	4,596,879	11,047,848	10,970,776
Donations/Grants/Contributions to Singapore Institute of Legal Education/Pro Bono Services	599,050	601,440	-	-	-	-	-	-	599,050	601,440
Disciplinary proceedings costs	198,347	314,110	-	-	-	-	-	-	198,347	314,110
Interest on lease liabilities	79,912	-	-	-	-	-	11,550	-	91,462	-
	7,981,888	7,091,478	179,126	83,665	118,585	114,304	3,657,108	4,596,879	11,936,707	11,886,326
<b>Surplus/(deficit) before tax</b>	165,978	396,186	(65,635)	(27,252)	825,809	881,708	(155,347)	739,033	770,805	1,989,675
Tax expense	(3,647)	(48,616)	-	-	-	-	-	-	(3,647)	(48,616)
<b>Surplus/(deficit) for the financial year</b>	162,331	347,570	(65,635)	(27,252)	825,809	881,708	(155,347)	739,033	767,158	1,941,059
<b>Other comprehensive loss for the financial year, net of tax</b>	(194,454)	(54,409)	-	-	(242,091)	(64,872)	-	-	(436,545)	(119,281)
<i>Items that will not be reclassified subsequently to profit or loss:</i>										
Financial assets at fair value through other comprehensive income										
- fair value loss - equity investments	(32,123)	293,161	(65,635)	(27,252)	583,718	816,836	(155,347)	739,033	330,613	1,821,778
<b>Total comprehensive income/(loss) for the financial year</b>										

The accompanying notes form an integral part of these financial statements.

**THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY**  
**CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME (cont'd)**  
For the financial year ended 31 March 2020

	Total before inter-segment elimination		Inter-segment elimination		Total after inter-segment elimination	
	2020	2019	2020	2019	2020	2019
Note	\$	\$	\$	\$	\$	\$
<b>INCOME</b>						
Subscriptions and Compensation Fund dues	6,320,111	6,088,296	-	-	6,320,111	6,088,296
Investment income and interest income from fixed deposits and current bank accounts	698,713	784,774			698,713	784,774
Income from operating activities	5,688,688	7,002,931	(21,253)	(55,750)	5,667,435	6,947,181
	12,707,512	13,876,001	(21,253)	(55,750)	12,686,259	13,820,251
<b>LESS EXPENDITURE</b>						
Expenditure from operating activities	11,047,848	10,970,776	(13,753)	(25,750)	11,034,095	10,945,026
Donations/Grants/Contributions to Singapore Institute of Legal Education/Pro Bono Services	599,050	601,440	(7,500)	(30,000)	591,550	571,440
Disciplinary proceedings costs	198,347	314,110	-	-	198,347	314,110
Interest on lease liabilities	91,462	-	-	-	91,462	-
	11,936,707	11,886,326	(21,253)	(55,750)	11,915,454	11,830,276
Surplus before tax	770,805	1,989,675	-	-	770,805	1,989,675
Tax expense	(3,647)	(48,616)	-	-	(3,647)	(48,616)
Surplus for the financial year	767,158	1,941,059	-	-	767,158	1,941,059
<b>Other comprehensive loss for the financial year, net of tax</b>						
<i>Items that will not be reclassified subsequently to profit or loss:</i>						
Financial assets at fair value through other comprehensive income	(436,545)	(119,281)	-	-	(436,545)	(119,281)
- fair value loss - equity investments						
<b>Total comprehensive income for the financial year</b>	330,613	1,821,778	-	-	330,613	1,821,778

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED STATEMENT OF CHANGES IN ACCUMULATED FUNDS AND FAIR VALUE RESERVE  
For the financial year ended 31 March 2020

Note	As at 1 April	Income	Expenditure	Net Change	Transfer of funds	As at 31 March
	\$	\$	\$	\$	\$	\$
<b>2020</b>						
<i>Accumulated Funds</i>						
16	20,190,971	8,147,866	(7,985,535)	162,331	-	20,353,302
17	14,584,862	922,958	(117,558)	805,400	(294,808)	15,095,454
17	1,045,770	21,436	(1,027)	20,409	294,808	1,360,987
18	4,117,876	3,501,761	(3,657,108)	(155,347)	-	3,962,529
<i>Other Funds</i>						
19	220,352	11,635	(2,349)	9,286	-	229,638
20	(15,870)	-	-	-	-	(15,870)
21	(167,144)	100,515	(157,099)	(56,584)	-	(223,728)
22	41,941	-	(19,678)	(19,678)	-	22,263
23	51,185	741	-	741	-	51,926
24	1,400	600	-	600	-	2,000
	131,864	113,491	(179,126)	(65,635)	-	66,229
	40,071,343	12,707,512	(11,940,354)	767,158	-	40,838,501
	493,455	-	(436,545)	(436,545)	-	56,910
	<b>40,564,798</b>	<b>12,707,512</b>	<b>(12,376,899)</b>	<b>330,613</b>	-	<b>40,895,411</b>
<i>Fair value reserve</i>						
<b>2019</b>						
<i>Accumulated Funds</i>						
16	19,843,401	7,487,664	(7,140,094)	347,570	-	20,190,971
17	14,068,249	985,063	(114,304)	870,759	(354,146)	14,584,862
17	680,675	10,949	-	10,949	354,146	1,045,770
18	3,378,843	5,335,912	(4,596,879)	739,033	-	4,117,876
<i>Other Funds</i>						
19	208,845	11,849	(342)	11,507	-	220,352
20	(11,550)	-	(4,320)	(4,320)	-	(15,870)
21	(147,367)	42,566	(62,343)	(19,777)	-	(167,144)
22	58,601	-	(16,660)	(16,660)	-	41,941
23	50,587	598	-	598	-	51,185
24	-	1,400	-	1,400	-	1,400
	159,116	56,413	(83,665)	(27,252)	-	131,864
	38,130,284	13,876,001	(11,934,942)	1,941,059	-	40,071,343
	612,736	-	(119,281)	(119,281)	-	493,455
	<b>38,743,020</b>	<b>13,876,001</b>	<b>(12,054,223)</b>	<b>1,821,778</b>	-	<b>40,564,798</b>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

CONSOLIDATED STATEMENT OF CASH FLOWS

For the financial year ended 31 March 2020

	Note	2020 \$	2019 \$
<b>Cash flows from operating activities</b>			
Surplus before tax		770,805	1,989,675
Adjustments for:			
Amortisation of intangible assets	6	171,457	162,792
Amortisation of deferred grants	12	(195,482)	(225,490)
Amortisation of deferred expenditure		8,998	21,998
Depreciation of property, plant and equipment	3	229,451	548,282
Depreciation of right-of-use assets	4	705,050	-
Depreciation of investment property	5	155,532	-
Fair value loss on financial assets at fair value through profit or loss		77,736	114,614
Interest income		(405,355)	(362,672)
Interest on lease liabilities		91,462	-
Investment income		(293,358)	(422,101)
(Gain)/ loss on redemption of financial assets at fair value through other comprehensive income		(4,500)	4,251
Grant income for rental		(83,307)	-
Property, plant and equipment written off		173,967	375
Right-of-use assets written off		94,640	-
Wavier of honorariums and disbursements charged by lawyers		(150,470)	(945,500)
Operating cash flows before working capital changes		1,346,626	886,224
Fixed deposits and bank balances held in trust		5,623,658	88,978
Inventories		6,656	4,350
Receivables		(2,620,801)	1,014,667
Deferred grants received		141,361	17,378
Contract liabilities		1,607,390	(497,764)
Deferred expenditure		(64,226)	(8,998)
Payables and monies held in trust		(4,095,056)	(20,523)
Cash from operations		1,945,608	1,484,312
Income tax paid		(112,671)	(9,744)
<b>Net cash from operating activities</b>		<b>1,832,937</b>	<b>1,474,568</b>
<b>Cash flows from investing activities</b>			
Cash withdrawal from funds placed with fund managers		-	258,391
Purchase of intangible assets	6	(170,592)	-
Purchase of property, plant and equipment	3	(1,019,537)	(269,931)
Purchase of financial assets at fair value through other comprehensive income		(287)	(250,624)
Proceeds from disposal of financial assets at fair value through other comprehensive income		1,757,894	515,798
Interest received		405,355	362,672
Investment income received		354,368	422,101
<b>Net cash from investing activities</b>		<b>1,327,201</b>	<b>1,038,407</b>

The accompanying notes form an integral part of these financial statements.

**THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY****CONSOLIDATED STATEMENT OF CASH FLOWS****For the financial year ended 31 March 2020**

	Note	2020 \$	2019 \$
Cash flows from financing activities			
Interest on lease liabilities		(91,462)	-
Repayments of lease liabilities		(562,623)	-
Net cash used in financing activities		<u>(654,085)</u>	<u>-</u>
Net increase in cash and cash equivalents		2,506,053	2,512,975
Cash and cash equivalents at the beginning of financial year		<u>24,497,767</u>	<u>21,984,792</u>
Cash and cash equivalents at the end of financial year		<u>27,003,820</u>	<u>24,497,767</u>
Cash and cash equivalents comprise:			
Fixed deposits, bank and cash balances	11	33,770,196	25,640,485
Less: Monies held in trust	11	(6,766,376)	(1,142,718)
		<u>27,003,820</u>	<u>24,497,767</u>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

DETAILED CONSOLIDATED STATEMENT OF CASH FLOWS

For the financial year ended 31 March 2020

	General Fund	Other Funds	Compensation Fund	Monies held in Trust	Pro Bono Services	Total
	\$	\$	\$	\$	\$	\$
<b>Cash flows from operating activities</b>						
Surplus before tax	165,978	(65,635)	825,809	-	(155,347)	770,805
Adjustments for:						
Amortisation of intangible assets	22,762	-	-	-	148,695	171,457
Amortisation of deferred grants	-	-	-	-	(195,482)	(195,482)
Amortisation of deferred expenditure	-	-	-	-	8,998	8,998
Depreciation of property, plant and equipment	183,204	-	1,027	-	45,220	229,451
Depreciation of right-of-use assets	581,346	-	-	-	123,704	705,050
Depreciation of investment property	155,532	-	-	-	-	155,532
Fair value loss on financial assets at fair value through profit or loss	38,868	-	38,868	-	-	77,736
Interest income	(197,562)	(1,649)	(154,025)	-	(52,119)	(405,355)
Interest on lease liabilities	79,912	-	-	-	11,550	91,462
Investment income	(131,139)	-	(162,219)	-	-	(293,358)
Gain on redemption of financial assets at fair value through other comprehensive income	(2,198)	-	(2,302)	-	-	(4,500)
Grant income for rental	(53,077)	-	-	-	(30,230)	(83,307)
Property, plant and equipment written off	112,906	-	-	-	61,061	173,967
Right-of-use assets written off	94,640	-	-	-	-	94,640
Waiver of honorariums and disbursement charged by lawyers	-	-	-	-	(150,470)	(150,470)
Operating cash flows before working capital changes	1,051,172	(67,284)	547,158	-	(184,420)	1,346,626
Fixed deposits and bank balances held in trust	-	-	-	5,623,658	-	5,623,658
Inventories	-	6,656	-	-	-	6,656
Receivables	(2,729,166)	38,069	(600)	-	70,896	(2,620,801)
Deferred grants received	-	-	-	-	141,361	141,361
Contract liabilities	1,466,989	(38,699)	179,100	-	-	1,607,390
Deferred expenditure	-	-	-	-	(64,226)	(64,226)
Payables and monies held in trust	1,461,341	9,278	-	(5,623,658)	57,983	(4,095,056)
Interfund - amount due from/(to)	673,024	66,974	(739,998)	-	-	-
Cash from/(used in) operations	1,923,360	14,994	(14,340)	-	21,594	1,945,608
Income tax paid	(112,671)	-	-	-	-	(112,671)
<b>Net cash from operating activities</b>	<b>1,810,689</b>	<b>14,994</b>	<b>(14,340)</b>	<b>-</b>	<b>21,594</b>	<b>1,832,937</b>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

DETAILED CONSOLIDATED STATEMENT OF CASH FLOWS (cont'd)

For the financial year ended 31 March 2020

	General Fund	Other Funds	Compensation Fund	Monies held in Trust	Pro Bono Services	Total
	\$	\$	\$	\$	\$	\$
<b>Cash flows from investing activities</b>						
Purchase of property, plant and equipment	(888,929)	-	(3,420)	-	(127,188)	(1,019,537)
Purchase of intangible assets	(55,000)	-	-	-	(115,592)	(170,592)
Purchase of financial assets at fair value through other comprehensive income	(287)	-	-	-	-	(287)
Proceeds from disposal of financial assets at fair value through other comprehensive income	800,959	-	956,935	-	-	1,757,894
Interest received	197,562	1,649	154,025	-	52,119	405,355
Investment income received	158,879	-	195,489	-	-	354,368
<b>Net cash from/(used in) investing activities</b>	<b>213,184</b>	<b>1,649</b>	<b>1,303,029</b>	<b>-</b>	<b>(190,661)</b>	<b>1,327,201</b>
<b>Cash flows from financing activities</b>						
Interest on lease liabilities	(79,912)	-	-	-	(11,550)	(91,462)
Repayments of lease liabilities	(492,484)	-	-	-	(70,139)	(562,623)
<b>Net cash used in financing activities</b>	<b>(572,396)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(81,689)</b>	<b>(654,085)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>1,451,477</b>	<b>16,643</b>	<b>1,288,689</b>	<b>-</b>	<b>(250,756)</b>	<b>2,506,053</b>
Cash and cash equivalents at the beginning of financial year	10,989,353	276,198	9,041,039	-	4,191,177	24,497,767
<b>Cash and cash equivalents at the end of financial year</b>	<b>12,440,830</b>	<b>292,841</b>	<b>10,329,728</b>	<b>-</b>	<b>3,940,421</b>	<b>27,003,820</b>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

DETAILED CONSOLIDATED STATEMENT OF CASH FLOWS

For the financial year ended 31 March 2019

	General Fund	Other Funds	Compensation Fund	Monies held in Trust	Pro Bono Services	Total
	\$	\$	\$	\$	\$	\$
<b>Cash flows from operating activities</b>						
Surplus before tax	396,186	(27,252)	881,708	-	739,033	1,989,675
Adjustments for:						
Amortisation of intangible assets	16,023	-	-	-	146,769	162,792
Amortisation of deferred capital grant	-	-	-	-	(225,490)	(225,490)
Amortisation of deferred expenditure	-	-	-	-	21,998	21,998
Depreciation of property, plant and equipment	446,550	-	-	-	101,732	548,282
Fair value loss on financial assets at fair value through profit or loss	57,307	-	57,307	-	-	114,614
Interest income	(186,556)	(1,326)	(132,904)	-	(41,886)	(362,672)
Investment income	(189,910)	-	(232,191)	-	-	(422,101)
Loss on redemption of financial assets at fair value through other comprehensive income	1,948	-	2,303	-	-	4,251
Property, plant and equipment written off	-	-	-	-	375	375
Waiver of honorariums and disbursement charged by lawyers	-	-	-	-	(945,500)	(945,500)
Operating cash flows before working capital changes	541,548	(28,578)	576,223	-	(202,969)	886,224
Fixed deposits and bank balances held in trust	-	-	-	88,978	-	88,978
Inventories	-	4,350	-	-	-	4,350
Receivables	904,857	(22,202)	-	-	132,012	1,014,667
Deferred capital grant received	-	-	-	-	17,378	17,378
Contract liabilities	(490,741)	2,077	(9,100)	-	-	(497,764)
Deferred expenditure	-	-	-	-	(8,998)	(8,998)
Payables and monies held in trust	257,966	(1,519)	-	(88,978)	(187,992)	(20,523)
Interfund - amount due from/(to)	331,469	39,580	(371,049)	-	-	-
Cash from/(used in) operations	1,545,099	(6,292)	196,074	-	(250,569)	1,484,312
Income tax paid	(9,744)	-	-	-	-	(9,744)
<b>Net cash from/(used in) operating activities</b>	<b>1,535,355</b>	<b>(6,292)</b>	<b>196,074</b>	<b>-</b>	<b>(250,569)</b>	<b>1,474,568</b>

The accompanying notes form an integral part of these financial statements.

THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

DETAILED CONSOLIDATED STATEMENT OF CASH FLOWS (cont'd)

For the financial year ended 31 March 2019

	General Fund	Other Funds	Compensation Fund	Monies held in Trust	Pro Bono Services	Total
	\$	\$	\$	\$	\$	\$
<b>Cash flows from investing activities</b>						
Cash withdrawal of financial assets at fair value through profit loss	129,195	-	129,196	-	-	258,391
Purchase of property, plant and equipment	(248,778)	-	-	-	(21,153)	(269,931)
Purchase of financial assets at fair value through other comprehensive income	(125,312)	-	(125,312)	-	-	(250,624)
Proceeds from disposal of financial assets at fair value through other comprehensive income	236,868	-	278,930	-	-	515,798
Interest received	186,556	1,326	132,904	-	41,886	362,672
Investment income received	189,910	-	232,191	-	-	422,101
<b>Net cash used in investing activities</b>	<b>368,439</b>	<b>1,326</b>	<b>647,909</b>	<b>-</b>	<b>20,733</b>	<b>1,038,407</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>1,903,794</b>	<b>(4,966)</b>	<b>843,983</b>	<b>-</b>	<b>(229,836)</b>	<b>2,512,975</b>
Cash and cash equivalents at the beginning of financial year	9,085,559	281,164	8,197,056	-	4,421,013	21,984,792
<b>Cash and cash equivalents at the end of financial year</b>	<b>10,989,353</b>	<b>276,198</b>	<b>9,041,039</b>	<b>-</b>	<b>4,191,177</b>	<b>24,497,767</b>

The accompanying notes form an integral part of these financial statements.

## THE LAW SOCIETY OF SINGAPORE AND ITS SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS For the financial year ended 31 March 2020

These notes form an integral part of and should be read in conjunction with the accompanying financial statements.

#### 1 Summary of significant accounting policies

##### (a) Basis of preparation

The financial statements, expressed in Singapore dollar (“\$”), which is the Society’s functional currency, have been prepared in accordance with the Legal Profession Act, Chapter 161 and Financial Reporting Standards in Singapore (“FRSs”). The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below.

The preparation of financial statements in conformity with FRSs requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of income and expenditure during the financial year. Although these estimates are based on management’s best knowledge of current events and actions and historical experiences and various other factors that are believed to be reasonable under the circumstances, actual results may ultimately differ from those estimates.

##### *Use of estimates and judgements*

These estimates and assumptions are assessed on an on-going basis and are based on experience and relevant factors, including expectations of future events that are believed to be reasonable under the circumstances.

The areas involving a higher degree of judgement in applying accounting policies, or areas where assumptions and estimates have a significant risk of resulting in material adjustment within the next financial year are disclosed in Note 2.

The carrying amounts of cash and cash equivalents, other current receivables and payables approximate their respective fair values due to the relatively short-term maturity of these financial instruments.

##### *New and revised standards*

In the current financial year, the Group has adopted all the new and revised FRSs and Interpretations of FRSs (“INT FRSs”) that are relevant to its operations and effective for the current financial year. Changes to the Group’s accounting policies have been made as required, in accordance with the transitional provisions in the respective FRSs and INT FRSs.

The adoption of these new and revised FRSs and INT FRSs did not have any material effect on the financial results or position of the Group except as disclosed below.

## 1 Summary of significant accounting policies (cont'd)

### (a) Basis of preparation (cont'd)

#### *New and revised standards (cont'd)*

#### **FRS 116 Leases**

##### ***When the Group is the lessee***

FRS 116 replaces the existing FRS 17 *Leases* for financial periods beginning 1 April 2019. It reforms lessee accounting by introducing a single lessee accounting model. Lessees are required to recognise all leases on their statements of financial position to reflect their rights to use leased assets (a "right-of-use" asset) and the associated obligations for lease payments (a lease liability), with limited exemptions for short term leases (less than 12 months) and leases of low value items. In addition, the nature of expenses related to those leases will change as FRS 116 replaces the straight-line operating lease expense with depreciation charge of right-of-use asset and interest expense on lease liability.

On adoption of FRS 116, the Group recognised lease liabilities in relation to leases which had previously been classified as "Operating Leases" under FRS 17 *Leases*. These liabilities were measured at the present value of the remaining lease payments, discounted using the Group's incremental borrowing rate as at 1 April 2019. The Group's weighted average lessee's incremental borrowing rate applied to the lease liabilities on 1 April 2019 was 3.04% per annum.

	<b>2019</b>
	<b>\$</b>
Operating lease commitments disclosed as at 31 March 2019 (Note 30)	<b>459,340</b>
Less:	
Discounted using the lessee's incremental borrowing rate	<b>(11,288)</b>
Short term leases recognised on a straight-line basis as an expense	<b>(39,590)</b>
	<hr/>
Lease liability recognised as at 1 April 2019 (Note 15)	<b>408,462</b>
	<hr/>

The associated right-of-use assets were measured at the amount equal to the lease liability (adjusted for any prepaid or accrued lease payment) on adoption. Arising from the adoption of FRS 116, rights-of-use asset and lease liabilities of \$428,150 and \$408,462 respectively were recognised on the balance sheet of the Group on 1 April 2019.

In applying FRS 116 for the first time, the Group has used the following practical expedients permitted by the standard:

- use of a single discount rate to a portfolio of leases with reasonably similar characteristics;
- use of hindsight in determining the lease term where the contract contains options to extend or terminate the lease.

New standards, amendments to standards and interpretations that have been issued at the balance sheet date but are not yet effective for the financial year ended 31 March 2020 have not been applied in preparing these financial statements. None of these are expected to have a significant effect on the financial statements of the Group.

## 1 Summary of significant accounting policies (cont'd)

### (b) Basis of consolidation

The consolidated financial statements comprise the financial statements of the Society and its subsidiary as at the balance sheet date. The subsidiary is consolidated from the date on which the Group obtains control, and continue to be consolidated until the date that such control ceases.

The financial statements of the subsidiary are prepared for the same reporting date as the parent company. Consistent accounting policies are applied for like transactions and events in similar circumstances.

Intragroup balances and transactions, including income, expenses and dividends, are eliminated in full. Profits and losses resulting from intragroup transactions that are recognised in assets, such as inventory and property, plant and equipment, are eliminated in full.

Business combinations are accounted for using the acquisition method. The consideration transferred for the acquisition comprises the fair value of the assets transferred, the liabilities incurred and the equity interests issued by the Group. The consideration transferred also includes the fair value of any contingent consideration arrangement and the fair value of any pre-existing equity interest in the subsidiary. Acquisition-related costs are recognised as expenses as incurred. Identifiable assets acquired and liabilities and contingent liabilities assumed in a business combination are measured initially at their fair values at the acquisition date.

### (c) Subsidiary

A subsidiary is an entity controlled by the Group. The Group controls the entity as the Group is exposed to, or has rights to, variable returns or losses from its involvement with the entity and has the ability to affect those returns through its power over the entity.

### (d) Income recognition

Income is recognised when the service is performed and completed for the customer at the amount of promised consideration to which the Society is expected to be entitled, excluding those amounts collected on behalf of third parties.

Income is recognised on the following basis:

#### *Over time*

- |   |  |
|---|--|
| CLAS Co-Payment collection  | - when service is rendered                                       |
| CLAS Fellowship Sponsorships  | - over the period the sponsorship relates                        |
| Conference fees, CLAS Training programme fees, income from self financing project | - when the event is held   |
| Interest income   | - on a time proportion basis using the effective interest method |
| Rental income   | - on a straight-line basis over the lease term                   |
| Subscription from members and contributions                                       | - straight-line over the subscription period                     |

#### *At a point in time*

- |                         |   |
|-------------------------|---|
| Donations               | - when received in cash or the right to receive payment is established                                      |
| Dividend income         | - right to receive payment is established   |
| Sale of goods on credit | - when goods are delivered and in respect of cash sales, when goods are taken and paid for over the counter |

## 1 Summary of significant accounting policies (cont'd)

### (e) Government grants

Government grants are recognised at their fair value where there is a reasonable assurance that the grant will be received and all attaching conditions will be complied with. Where the grant relates to an asset, the fair value is recognised in the deferred capital grant on the balance sheet and amortised to profit or loss over the expected useful life of the relevant asset by equal annual instalments.

When the grant related to expenditure item, it is recognised in profit or loss over the period necessary to match them on a systematic basis to the expenditure that it is intended to compensate.

### (f) Employee benefits

#### *Defined contribution plans*

The Group makes contributions to the Central Provident Fund ("CPF"), a defined contribution plan regulated and managed by the Singapore Government. The Group's contributions to CPF are charged to profit or loss in the period in which the related service is performed.

#### *Employee leave entitlement*

Employee entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated liability for annual leave as a result of services rendered by employees up to the balance sheet date.

### (g) Leases

*The accounting policy for leases before 1 April 2019 is as follows:*

#### *When a Group entity is the lessee*

##### *Operating leases*

Leases where a significant portion of the risks and rewards incidental to ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are recognised in profit or loss on a straight-line basis over the period of the lease.

When an operating lease is terminated before the lease period expires, any payment required to be made to the lessor by way of penalty is recognised as an expenditure in the period in which termination takes place.

*The accounting policy for leases from 1 April 2019 is as follows:*

The Group assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

#### *When a Group entity is the lessee*

The Group applies a single recognition and measurement approach for all contracts that are, or contain, a lease, except for short-term leases (i.e. for leases that have a lease term of 12 months or less from the commencement date and do not contain a purchase option) and leases of low-value assets. For these exempted leases, the Group recognises the lease payments as an operating expense on a straight-line basis over the term of the lease unless another systematic basis is more representative of the time pattern in which economic benefits from the leased assets are consumed.

## 1 Summary of significant accounting policies (cont'd)

### (g) Leases

*The accounting policy for leases from 1 April 2019 is as follows (cont'd):*

#### *When a Group entity is the lessee (cont'd)*

##### *Lease liabilities*

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted by using the rate implicit in the lease. If this rate cannot be readily determined, the Group uses its incremental borrowing rate.

Lease payments included in the measurement of the lease liability comprise fixed lease payments (including in-substance fixed payments) less any lease incentives receivable, variable lease payments that depend on an index or a rate, and amounts expected to be paid under residual value guarantees. The lease payments also include the exercise price of a purchase option reasonably certain to be exercised by the Group and payments of penalties for terminating the lease, if the lease term reflects the Group exercising the option to terminate. Variable lease payments that do not depend on an index or a rate are recognised as expenses (unless they are incurred to produce inventories) in the period in which the event or condition that triggers the payment occurs.

The lease liability is presented as a separate line in the balance sheet.

The lease liability is subsequently measured by increasing the carrying amount to reflect interest on the lease liability using the effective interest method, and reducing the carrying amount to reflect the lease payments made.

The Group remeasures the lease liability and makes a corresponding adjustment to the related right-of-use asset whenever there is a modification, a change in the lease term, a change in the lease payments (e.g., changes to future payments resulting from a change in an index or rate used to determine such lease payments) or a change in the assessment of an option to purchase the underlying asset.

##### *Right-of-use assets*

The Group recognises right-of-use assets at the commencement date of the lease (i.e., the date the underlying asset is available for use). The right-of-use assets comprise the initial measurement of the corresponding lease liability, lease payments made at or before the commencement date, initial direct cost, less any lease incentive received.

Whenever the Group incurs an obligation for costs to dismantle and remove a leased asset, restore the site on which it is located or restore the underlying asset to the condition required by the terms and conditions of the lease, a provision is recognised and measured under FRS 37 *Provisions, Contingent Liabilities and Contingent Assets*. To the extent that the cost relates to a right-of-use asset, the costs are included in the related right-of-use asset, unless those costs are incurred to produce inventories.

Right-of-use assets are subsequently measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. Right-of-use assets are depreciated on a straight-line basis over the shorter period of the lease term and useful life of the underlying asset. If ownership of the leased asset transfers to the Group at the end of the lease term or the cost reflects the exercise of a purchase option, depreciation is calculated using the estimated useful life of the asset. The depreciation starts at the commencement date of the lease.

The right-of-use assets are presented as a separate line in the balance sheet and comprise the leases of office premises and office copier. Right-of-use assets are depreciated over the lease periods of 2 years to 6 years.

## 1 Summary of significant accounting policies (cont'd)

### (g) Leases

*The accounting policy for leases from 1 April 2019 is as follows (cont'd):*

#### ***When a Group entity is the lessee (cont'd)***

##### ***Right-of-use assets (cont'd)***

The Group applies FRS 36 *Impairment of Assets* to determine whether a right-of-use asset is impaired and accounts for any identified impairment loss as described in Note 1(k).

As a practical expedient, FRS 116 *Leases* permits a lessee not to separate non-lease components, and instead account for any lease and associated non-lease component as a single arrangement. The Group has applied this practical expedient of its leases of office premises as at 1 April 2019.

#### ***When a Group entity is the lessor***

Leases for which the Group is a lessor are classified as finance or operating leases. Whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee, the contract is classified as a finance lease. All other leases are classified as operating leases.

When the Group is an intermediate lessor, it accounts for the head lease and the sub-lease as two separate contracts. The sub-lease is classified as a finance or operating lease by reference to the right-of-use asset arising from the head lease.

Rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease. Initial direct cost incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

When a contract includes both lease and non-lease components, the Group applies FRS 115 Revenue from contracts with customers to allocate the consideration under the contract to each component.

### (h) Income taxes

Income tax on the profit or loss for the year comprises current and deferred tax. Current and deferred tax are recognised in profit or loss except to the extent that they relate to items recognised outside profit or loss, either in other comprehensive income or directly in fund in which the tax is also recognised outside profit or loss (either in other comprehensive income or directly to the fund respectively).

Current tax is the expected tax payable or recoverable on the taxable income for the current year, using tax rates enacted or substantively enacted at the balance sheet date, and any adjustment to tax payable or recoverable in respect of previous years. Management periodically evaluates positions taken in tax returns with respect to situations in which applicable tax regulation is subject to interpretation. It establishes provisions, where appropriate, on the basis of amounts expected to be paid to the tax authorities.

Deferred income tax is provided using the liability method, on all temporary differences at the balance sheet date arising between the tax bases of assets and liabilities and their carrying amounts in the financial statements.

Deferred tax assets are recognised to the extent that it is probable that future taxable profit will be available against which the temporary differences can be utilised.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the year when the asset is realised or the liability is settled, based on currently enacted or substantively enacted tax rates at the balance sheet date.

## 1 Summary of significant accounting policies (cont'd)

### (i) Property, plant and equipment

Property, plant and equipment are initially recorded at cost. Subsequent to initial recognition, property, plant and equipment are stated at cost less accumulated depreciation and any accumulated impairment losses.

The cost of property, plant and equipment initially recognised includes its purchase price and any cost that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Dismantlement, removal or restoration costs are included as part of the cost of property, plant and equipment if the obligation for dismantlement, removal or restoration is incurred as a consequence of acquiring or using the asset.

On disposal of a property, plant and equipment, the difference between the net disposal proceeds and its carrying amount is taken to profit or loss.

Depreciation is calculated on a straight-line basis to allocate the depreciable amount of property, plant and equipment over their expected useful lives. The estimated useful lives are as follows:

	Years
Leasehold building	50
Renovation	3 to 10
Computer equipment	5
Office equipment	5
Furniture and fittings	10
Air-conditioners	3 to 5
Library books	5

The residual values, estimated useful lives and depreciation method of property, plant and equipment are reviewed, and adjusted as appropriate, at each balance sheet date. The effects of any revision are recognised in profit or loss when the changes arise.

Fully depreciated assets are retained in the financial statements until they are no longer in use.

### (j) Intangible assets

Computer software development costs are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Direct expenditure, which enhances or extends the performance of computer software beyond its original specifications and which can be reliably measured, is recognised as a capital improvement and added to the original cost of the software. Costs associated with maintaining computer software are recognised as an expense as incurred.

Computer software development costs and acquired computer software licences are stated at cost less accumulated amortisation and accumulated impairment losses. These costs are amortised using the straight-line method over their estimated useful lives of 5 years.

The amortisation period and amortisation method of intangible assets are reviewed at least at each balance sheet date. The effects of any revision are recognised in profit or loss when the changes arise.

## 1 Summary of significant accounting policies (cont'd)

### (k) Impairment of non-financial assets

Non-financial assets are reviewed for impairment at each balance sheet date or whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Whenever the carrying amount of an asset exceeds its recoverable amount, an impairment loss is recognised in profit or loss.

Reversal of impairment losses recognised in prior years is recorded when there is an indication that the impairment losses recognised for the asset no longer exist or have decreased. The reversal is recorded in profit or loss. However, the increased carrying amount of an asset due to a reversal of an impairment loss is recognised to the extent it does not exceed the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for that asset in prior years.

### (l) Investment property

Investment property comprises leasehold building that is held to earn rental income and/or for capital appreciation.

Investment property is initially recorded at cost and subsequently carried at cost less accumulated depreciation and accumulated impairment losses. Depreciation is calculated using a straight-line method to allocate the depreciable amounts over the estimated useful life of 50 years. The residual values, useful lives and depreciation method of investment property are reviewed and adjusted as appropriate, at end balance sheet date. The effects of any revision are included in profit or loss when the changes arise.

Cost includes expenditure that is directly attributable to the acquisition of the investment property.

Investment property is subject to renovations or improvements at regular intervals. The cost of major renovations and improvements is capitalised as addition and the carrying amounts of the replaced components are written off to profit or loss. The cost of maintenance, repairs and minor improvement is charged to profit or loss when incurred.

On the disposal of an investment property, the difference between the disposal proceeds and the carrying amount is recognised in profit or loss.

### (m) Inventories

Inventories comprising publication, gifts and souvenirs held for resale are valued at the lower of cost and net realisable value with cost being determined on a first-in, first-out basis. Net realisable value is the estimated selling price in the ordinary course of business less selling expenses.

### (n) Financial assets

#### *Recognition and derecognition*

Regular way purchases and sales of financial assets are recognised on trade date – the date on which the Group commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Group has transferred substantially all risks and rewards of ownership.

Financial assets are initially measured at fair value. Transaction costs that are directly attributable to the acquisition of financial assets (other than financial assets at fair value through profit or loss) are added to the fair value of the financial assets on initial recognition. Transaction costs directly attributable to acquisition of financial assets at fair value through profit or loss are recognised immediately in profit or loss. Trade receivables without a significant financing component is initially measured at transaction prices.

## 1 Summary of significant accounting policies (cont'd)

### (n) Financial assets (cont'd)

#### *Classification and measurement*

All financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

The Group classifies its financial assets in the measurement categories:

- Amortised cost;
- Fair value through other comprehensive income ("FVOCI"); and
- Fair value through profit or loss ("FVTPL").

The classification is based on the entity's business model for managing the financial asset and the contractual cash flow characteristics of the financial assets.

The Group reclassifies financial assets when and only when its business model for managing those assets changes.

#### *Subsequent measurement*

##### *i) Debt instruments*

Debt instruments include receivables (excluding prepayments), fixed deposits and bank and cash balances and investment in debt securities on the balance sheet. The financial assets, depending on the Group's business model for managing the asset and cash flow characteristics of the asset:

##### *Amortised cost*

The Group measures financial assets at amortised cost if both of the following conditions are met:

- The financial asset is held within a business model with the objective to hold financial assets in order to collect contractual cash flows; and
- The contractual terms of the financial asset give rise on specific dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Financial assets at amortised cost are subsequently measured using the effective interest rate ("EIR") method and are subject to impairment. Gains and losses are recognised in profit or loss when the asset is derecognised, modified or impaired. Interest income from these financial assets is included in interest income using the EIR method.

##### *Fair value through other comprehensive income ("FVOCI")*

The Group measures debt instruments at FVOCI if both of the following conditions are met:

- The financial asset is held within a business model with the objective of both holding to collect contractual cash flows and selling; and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Movements in fair values for debts instruments at FVOCI are recognised in other comprehensive income and accumulated in fair value reserve, except for the recognition of impairment gains or losses, interest income and foreign exchange gains and losses, which are recognised in profit or loss. When the financial asset is derecognised the cumulative gain or loss previously recognised in other comprehensive income is reclassified from equity to profit or loss as a reclassification adjustment and presented in "other income/expense". Interest income from these financial assets is recognised in profit or loss using the EIR method.

## 1 Summary of significant accounting policies (cont'd)

### (n) Financial assets (cont'd)

#### *Subsequent measurement (cont'd)*

##### *ii) Equity instruments*

The Group has designated all of its equity investments that are not held for trading at FVOCI at initial recognition. Gains and losses arising from changes in fair value of these equity investments classified as FVOCI are presented as "fair value gains/losses" in other comprehensive income and accumulated in fair value reserve and will never be reclassified to profit or loss. On disposal of an equity investment, the difference between the carrying amount and sales proceed amount would be recognised in profit or loss except for equity investment designated at FVOCI which would be recognised in other comprehensive income. Fair value reserve relating to the disposed asset would be transferred to retained earnings upon disposal. Dividends from equity investments are recognised in profit or loss and presented in "other income". Equity investments classified as FVOCI are not subject to impairment assessment.

##### *iii) Funds placed with fund managers*

The Group classify a portfolio of financial assets that is managed and whose performance is evaluated on a fair value basis as financial assets at fair value through profit or loss. Such portfolio of financial assets is neither held to collect contractual cash flows nor held both to collect contractual cash flows and to sell financial assets. The collection of contractual cash flows is only incidental to achieving the Group's objective. The Group's primary focus on a portfolio of financial assets is on the fair value information and uses that information to assess the assets' performance and to make decisions.

#### **Impairment**

The Group recognises an allowance for expected credit losses ("ECLs") for financial assets carried at amortised cost and debt instruments at FVOCI. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Group expects to receive, discounted at an approximation of the original effective interest rate.

The impairment methodology applied depends on whether there has been a significant increase in credit risk. For credit exposures for which there has not been a significant increase in credit risk since initial recognition, ECLs are provided for credit losses that result from default events that are possible within the next 12-months (a 12-month ECL). For those credit exposures for which there have been a significant increase in credit risk since initial recognition, a loss allowance is required for credit losses expected over the remaining life of the exposure, irrespective of the timing of the default (a lifetime ECL).

For trade receivables and contract assets that do not have a significant financing component, the Group applies a simplified approach to recognise a loss allowance based on lifetime ECLs at each reporting date. The Group has established a provision matrix that is based on its historical credit loss experience, adjusted as appropriate for current conditions and forward-looking factors specific to the debtors and the economic environment.

If the Group has measured the loss allowance for a financial asset at an amount equal to lifetime ECL in the previous reporting period, but determines at the current reporting date that the conditions for lifetime ECL are no longer met, the Group measures the loss allowance at an amount equal to 12-month ECL at the current reporting date.

The Group recognises an impairment gain or loss in profit or loss for all financial assets with a corresponding adjustment to their carrying amount through a loss allowance account, except for investments in debt instruments that are measured at FVOCI, for which the loss allowance is recognised in other comprehensive income, and does not reduce the carrying amount of the financial asset in the statement of financial position.

## 1 Summary of significant accounting policies (cont'd)

### (n) Financial assets (cont'd)

#### *Offset*

Financial assets and liabilities are offset and the net amount presented on the balance sheet, when and only when the Group has a legal right to offset the amounts and intends either to settle on a net basis or to realise the asset and settle the liability simultaneously.

### (o) Financial liabilities

Financial liabilities include interfund - amount due to, amount due to The Law Society of Singapore, payables (excluding donations received in advance and grants received in advance), monies held in trust and lease liabilities. Financial liabilities are recognised on the balance sheet when, and only when, the Group becomes a party to the contractual provisions of the financial instruments. Financial liabilities are initially recognised at fair value plus directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method.

A financial liability is derecognised when the obligation under the liability is extinguished. Gains and losses are recognised in profit or loss when the liabilities are derecognised and through amortisation process.

### (p) Provisions for other liabilities

Provisions are recognised when the Group has a present legal or constructive obligation as a result of past events, and it is probable that an outflow of resources will be required to settle the obligation and a reliable estimate of the amount can be made. Where the Group expects a provision to be reimbursed, the reimbursement is recognised as a separate asset but only when the reimbursement is virtually certain.

The Group recognises the estimated costs of dismantlement, removal or restoration items of assets arising from the acquisition or use of assets (Note 1(g)). This provision is estimated based on the best estimate of the expenditure required to settle the obligation, taking into consideration time value. Changes in the estimated timing or amount of the expenditure or discount rate is adjusted against the cost of the related asset unless the decrease in the liability exceeds the carrying amount of the asset or the asset has reached the end of its useful life. In such cases, the excess of the decrease over the carrying amount of the asset or the changes in the liability is recognised in profit or loss immediately.

### (q) Funds

Unless specifically indicated, fund balances are not represented by any specific assets or liabilities but are represented by all assets of the Group.

### (r) Cash and cash equivalents in the statement of cash flows

For the purpose of presentation in the statement of cash flows, cash and cash equivalents comprise cash on hand, deposits with financial institutions which are subject to an insignificant risk of change in value and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value and excludes monies held in trust.

## 2 Critical accounting judgement and key sources of estimation uncertainty

### *Critical judgement in applying the entity's accounting policies*

In the process of applying the Group's accounting policies, which are described in Note 1, management has made the following judgement that has the most significant effect on the amounts recognised in the financial statements.

#### *Determining the lease term*

In determining the lease term, management considers all facts and circumstances that create an economic incentive to exercise an extension option, or not to exercise a termination option. Extension options (or periods after termination options) are only included in the lease term if the lease is reasonably certain to be extended (or not terminated).

For lease of office premises, the factor that is considered to be most relevant is that there will be costs and business disruption required to replace the leased asset if the Company were to relocate to another leased asset.

Management has included the lease payments for the extension period in the calculation of the lease liabilities and the right of use assets as management is reasonably certain that they will exercise the option to extend the lease on the due date (Note 4).

As at 31 March 2020, included in lease liabilities and right of use assets are carrying amounts of \$2,182,674 and \$2,095,905 respectively relating to the extension period of 3 years. The potential cash outflows in respect of the extension period is \$2,276,954.

The assessment of reasonable certainty to exercise extension options is only revised if a significant change in circumstances occurs which affects this assessment, and that is within the control of the lessee.

#### *Key sources of estimation uncertainty*

The key assumptions concerning the future and other key sources of estimation uncertainty at the end of the reporting period, that has a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

#### *Property, plant and equipment*

The Group reviews the useful lives and residual values of property, plant and equipment at each reporting date in accordance with the accounting policy in Note 1(j). The estimation of the useful lives and residual values involves assumptions concerning the future and estimations of the assets common life expectancies and expected level of usage. The net carrying amount of property, plant and equipment at 31 March 2020 and the annual depreciation charge for the financial year ended 31 March 2020 are disclosed in Note 3. Changes in the level of usage and market uses could impact the useful lives and residual values of these assets and hence future depreciation charges could be revised.

**3 Property, plant and equipment**

	Leasehold building \$	Renovation \$	Computer equipment \$	Office equipmen t \$	Air- conditioners \$	Library books \$	Furniture and Fittings \$	Total \$
<b>2020</b>								
<b>Cost</b>								
At 1 April 2019	7,776,606	3,112,780	976,594	182,258	206,678	132,866	-	12,387,782
Additions	-	862,391	85,708	39,344	25,000	-	7,094	1,019,537
Written off	-	(3,100,965)	(896,998)	(156,737)	(206,678)	(132,866)	(599)	(4,494,843)
Reclassification to investment property (Note 5)	(7,776,606)	-	-	-	-	-	-	(7,776,606)
At 31 March 2020	-	874,206	165,304	64,865	25,000	-	6,495	1,135,870
<b>Accumulated depreciation</b>								
At 1 April 2019	3,214,331	2,950,598	818,901	161,147	192,073	132,866	-	7,469,916
Depreciation charge	-	129,802	78,303	13,658	7,089	-	599	229,451
Written off	-	(3,017,231)	(821,987)	(151,948)	(196,245)	(132,866)	(599)	(4,320,876)
Reclassification to investment property (Note 5)	(3,214,331)	-	-	-	-	-	-	(3,214,331)
At 31 March 2020	-	63,169	75,217	22,857	2,917	-	-	164,160
<b>Net carrying value</b>								
At 31 March 2020	-	811,037	90,087	42,008	22,083	-	6,495	971,710
<b>Comprises:</b>								
General Fund	-	722,577	41,647	31,799	22,083	-	6,495	824,601
Compensation Fund - Library	-	-	2,393	-	-	-	-	2,393
Pro Bono Services	-	88,460	46,047	10,209	-	-	-	144,716
	-	811,037	90,087	42,008	22,083	-	6,495	971,710

**3 Property, plant and equipment**

	Leasehold building \$	Renovation \$	Computer equipment \$	Office equipment \$	Air- conditioners \$	Library books \$	Total \$
<b>2019</b>							
<b>Cost</b>							
At 1 April 2018	7,776,606	3,009,862	824,716	173,925	206,678	132,866	12,124,653
Additions	-	102,918	154,922	12,091	-	-	269,931
Written off	-	-	(3,044)	(3,758)	-	-	(6,802)
At 31 March 2019	7,776,606	3,112,780	976,594	182,258	206,678	132,866	12,387,782
<b>Accumulated depreciation</b>							
At 1 April 2018	3,058,799	2,664,773	738,139	156,771	176,713	132,866	6,928,061
Depreciation charge	155,532	285,825	83,806	7,759	15,360	-	548,282
Written off	-	-	(3,044)	(3,383)	-	-	(6,427)
At 31 March 2019	3,214,331	2,950,598	818,901	161,147	192,073	132,866	7,469,916
<b>Net carrying value</b>							
At 31 March 2019	4,562,275	162,182	157,693	21,111	14,605	-	4,917,866
<b>Comprises:</b>							
General Fund	4,562,275	77,030	147,782	6,970	-	-	4,794,057
Pro Bono Services	-	85,152	9,911	14,141	14,605	-	123,809
	4,562,275	162,182	157,693	21,111	14,605	-	4,917,866

Depreciation of property, plant and equipment is charged as follows:

	2020 \$	2019 \$
General Fund (Note 16e)	183,204	446,550
Compensation Fund - Library (Note 17)	1,027	-
Pro Bono Services (Note 18)		
- General Pro Bono Services Office ("General PBSO")	41,899	46,222
- Criminal Legal Aid Scheme ("CLAS")	3,321	55,510
	<u>229,451</u>	<u>548,282</u>

Depreciation of property, plant and equipment is charged as follows:

	2020 \$	2019 \$
Write off of property, plant and equipment is charged as follows:		
General Fund (Note 16e)	112,906	-
Pro Bono Services (Note 18)		
- General Pro Bono Services Office ("General PBSO")	57,995	-
- Criminal Legal Aid Scheme ("CLAS")	3,066	375
	<u>173,967</u>	<u>375</u>

#### 4 Right-of-use assets

The Group's leasing activities comprise the following:

- The Group leases office premises and copier equipment from non-related parties. The leases have an average tenure of between two to six years. The lease of an office premise expires in July 2022 and the Group has an option to renew the lease for a further term of 3 years. Management is reasonably certain that it will exercise the option to extend the lease and as such has included the extension of the lease in its calculation of the right-of-use asset and the corresponding lease liability for the office premise; and
- In addition, the Group leases certain office equipment with remaining contractual terms of less than one year. These leases are short-term. The Group has elected not to recognise right-of-use assets and lease liabilities for these leases.

The maturity analysis of the lease liabilities is disclosed in Note 28(b).

	Office premises S	Office copier S	Total S
<b>2020</b>			
<b>Cost</b>			
At 1 April 2019	-	-	-
Recognition of right-of-use asset on initial application of FRS 116	305,815	122,335	428,150
Cost at 1 April 2019, restated	305,815	122,335	428,150
Additions	4,673,932	42,242	4,716,174
Write-off	(181,999)	-	(181,999)
At 31 March 2020	<b>4,797,748</b>	<b>164,577</b>	<b>4,962,325</b>
<b>Accumulated depreciation</b>			
At 1 April 2019	-	-	-
Depreciation charge	676,115	28,935	705,050
Write-off	(87,359)	-	(87,359)
At 31 March 2020	<b>588,756</b>	<b>28,935</b>	<b>617,691</b>
<b>Carrying amount</b>			
At 31 March 2020	<b>4,208,992</b>	<b>135,642</b>	<b>4,344,634</b>
<b>Comprises:</b>			
<i>General Fund</i>	3,726,055	94,104	3,820,159
<i>Pro Bono Services</i>	482,937	41,538	524,475
	<b>4,208,992</b>	<b>135,642</b>	<b>4,344,634</b>

Depreciation of right-of-use assets is charged as follows:

	2020 S
General Fund (Note 16e)	581,346
Pro Bono Services (Note 18)	
- General Pro Bono Services Office ("General PBSO")	123,704
	<u>705,050</u>

**5 Investment property**

	<b>General Fund</b>	
	2020 \$	2019 \$
<b>Cost</b>		
At 1 April 2019	–	–
Reclassified from property, plant and equipment (Note 3)	7,776,606	–
At 31 March 2020	<u>7,776,606</u>	–
<b>Accumulated depreciation</b>		
At 1 April 2019	–	–
Reclassified from property, plant and equipment (Note 3)	3,214,331	–
Depreciation charge (Note 16e)	155,532	–
At 31 March 2020	<u>3,369,863</u>	–
<b>Carrying amount</b>		
At 31 March 2020	<u>4,406,743</u>	–

The following amounts are recognised in the consolidated statement of comprehensive income:

Rental income from investment property	236,667	–
Direct operating expenses arising from investment property (including depreciation charge)	<u>436,124</u>	–

Based on valuation carried out by a firm of external professional valuers, the fair value of the investment property of the Group on 31 December 2019 is \$23,500,000 and the Group considered that the fair value measurement falls within level 3 of the fair value hierarchy (Note 28 (c)).

**6 Intangible assets**

	<b>Computer software development costs</b>	<b>Computer software</b>	<b>Total</b>
	\$	\$	\$
<b>2020</b>			
<b>Cost</b>			
At the beginning and end of the year	765,862	48,094	813,956
Addition	170,592	–	170,592
At the end of financial year	<u>936,454</u>	<u>48,094</u>	<u>984,548</u>
<b>Accumulated amortisation</b>			
At the beginning of the year	612,134	19,238	631,372
Amortisation charge	161,838	9,619	171,457
At the end of financial year	<u>773,972</u>	<u>28,857</u>	<u>802,829</u>
<b>Net carrying value</b>			
At the end of financial year	<u>162,482</u>	<u>19,237</u>	<u>181,719</u>
<b>Comprises</b>			
<i>General Fund</i>	48,260	–	48,260
<i>Pro Bono Services</i>	114,222	19,237	133,459
	<u>162,482</u>	<u>19,237</u>	<u>181,719</u>

**6 Intangible assets (cont'd)**

	Computer software development costs S	Computer software S	Total S
2019			
<b>Cost</b>			
At the beginning and end of the year	765,862	48,094	813,956
<b>Accumulated amortisation</b>			
At the beginning of the year	458,961	9,619	468,580
Amortisation charge	153,173	9,619	162,792
At the end of financial year	612,134	19,238	631,372
<b>Net carrying value</b>			
At the end of financial year	153,728	28,856	182,584
<b>Comprises</b>			
<i>General Fund</i>	16,022	-	16,022
<i>Pro Bono Services</i>	137,706	28,856	166,562
	153,728	28,856	182,584

	2020 S	2019 S
Amortisation is charged as follows:		
General Fund (Note 16e)	22,762	16,023
Pro Bono Services (Note 18)		
- General Pro Bono Services Office ("General PBSO")	137,150	137,150
- Criminal Legal Aid Scheme ("CLAS")	11,545	9,619
	171,457	162,792

The computer software development costs were mainly incurred for computerisation of General PBSO workflows for implementation of a customer relationship management system.

**7 Financial assets at fair value through profit or loss**

	2020 S	2019 S
<i>Financial assets measured at FVTPL</i>		
Funds placed with fund managers	1,934,711	2,015,852
<b>Comprises:</b>		
General Fund	967,356	1,007,926
Compensation Fund	967,355	1,007,926
	1,934,711	2,015,852

The fund managers are given discretionary powers within certain guidelines to invest the funds. The funds are primarily placed in quoted equity securities and debt instruments.

The fair values of the quoted equity investments and debt instruments are determined based on quoted market prices at the balance sheet date. These instruments are included in Level 1 of the fair value hierarchy.

**8 Financial assets at fair value through other comprehensive income**

	2020 \$	2019 \$
<i>Non-current</i>		
<i>Financial assets measured at FVOCI</i>		
Quoted debt instruments	4,050,004	6,625,012
<i>Equity investments designated at FVOCI</i>		
Quoted equity investments in Singapore	1,537,268	1,935,120
	<u>5,587,272</u>	<u>8,560,132</u>
<i>Current</i>		
<i>Financial assets measured at FVOCI</i>		
Quoted debt instruments	2,227,337	1,501,734
<u>2,227,337</u>		
<i>Non-current</i>		
General Fund	2,475,228	3,776,198
Compensation Fund	3,112,044	4,783,934
	<u>5,587,272</u>	<u>8,560,132</u>
<i>Current</i>		
General Fund	969,794	687,790
Compensation Fund	1,257,543	813,944
	<u>2,227,337</u>	<u>1,501,734</u>

- a) Debt instruments earn interests at fixed rates from 1.85% to 4.6% (2019: 1.85% to 4.6%) per annum and the maturity dates of certain securities are due within 1 to 4 years (2019: 1 to 6 years) from the balance sheet date.
- b) Equity investments are not held for trading. Accordingly, management has elected to designate these investments at fair value through other comprehensive income. It is the Group's strategy to hold these investments for long-term purposes for dividend income.
- c) The fair values of the quoted equity investments and debt instruments are determined based on quoted market prices at the balance sheet date. These instruments are included in Level 1 of the fair value hierarchy.

**9 Inventories**

	2020 \$	2019 \$
Publications, gifts and souvenirs (Note 19)	41,961	48,617
	<u>41,961</u>	<u>48,617</u>

**10 Receivables**

	General Fund \$	Other Funds \$	Compensation Fund \$	Pro Bono Services \$	2020 \$	2019 \$
Subscription fees received by Supreme Court on behalf of the Society	3,562,856	-	-	-	3,562,856	1,639,844
Sundry receivables - Min Law	-	-	-	98,000	98,000	187,000
Sundry deposits	220,481	172	-	22,903	243,556	94,823
Interest receivables	-	-	-	26,287	26,287	20,877
Others receivables	654,867	(2,166)	600	-	653,301	429,999
Prepayments	130,493	(200)	-	15,278	145,571	163,325
Government grant receivable for Job Support Scheme	277,587	-	-	144,038	421,625	-
	<u>4,846,284</u>	<u>(2,194)</u>	<u>600</u>	<u>306,506</u>	<u>5,151,196</u>	<u>2,535,868</u>

**11 Fixed deposits, bank and cash balances**

	Fixed deposits \$	Bank and cash balances \$	Total \$
<b>2020</b>			
General Fund	8,878,769	3,562,061	12,440,830
Compensation Fund	8,770,393	1,559,335	10,329,728
	<u>17,649,162</u>	<u>5,121,396</u>	<u>22,770,558</u>
<u>Other Funds:</u>			
Jus Curio Fund	44,848	132,460	177,308
Library Fund	41,754	10,000	51,754
Pastoral Care Fund	-	(15,870)	(15,870)
Sports Meet Fund	-	55,386	55,386
Welfare fund	-	22,263	22,263
Practice Resilience Fund	-	2,000	2,000
	<u>86,602</u>	<u>206,239</u>	<u>292,841</u>
<u>Pro Bono Services:</u>			
General PBSO	2,774,606	543,241	3,317,847
CLAS	-	602,252	602,252
Law Awareness Fund	-	8,984	8,984
Bar Memorial Scholarship Fund	-	11,338	11,338
	<u>2,774,606</u>	<u>1,165,815</u>	<u>3,940,421</u>
	20,510,370	6,493,450	27,003,820
Monies held in Trust (Note 25)	768,289	5,998,087	6,766,376
<b>Total</b>	<u>21,278,659</u>	<u>12,491,537</u>	<u>33,770,196</u>

**11 Fixed deposits, bank and cash balances (cont'd)**

<b>2019</b>	<b>Fixed deposits S</b>	<b>Bank and cash balances S</b>	<b>Total S</b>
General Fund	9,994,674	994,679	10,989,353
Compensation Fund	7,716,416	1,324,623	9,041,039
	<u>17,711,090</u>	<u>2,319,302</u>	<u>20,030,392</u>
<u>Other Funds:</u>			
Jus Curio Fund	43,940	122,667	166,607
Library Fund	41,013	10,000	51,013
Pastoral Care Fund	-	(15,870)	(15,870)
Sports Meet Fund	-	31,107	31,107
Welfare fund	-	41,941	41,941
Practice Resilience Fund	-	1,400	1,400
	<u>84,953</u>	<u>191,245</u>	<u>276,198</u>
<u>Pro Bono Services:</u>			
General PBSO	3,004,406	961,169	3,965,575
CLAS	-	182,591	182,591
Law Awareness Fund	-	16,794	16,794
Bar Memorial Scholarship Fund	16,092	10,125	26,217
	<u>3,020,498</u>	<u>1,170,679</u>	<u>4,191,177</u>
	20,816,541	3,681,226	24,497,767
Monies held in Trust (Note 25)	<u>754,384</u>	<u>388,334</u>	<u>1,142,718</u>
<b>Total</b>	<u>21,570,925</u>	<u>4,069,560</u>	<u>25,640,485</u>

The fixed deposits' interest rates as at 31 March 2020 are fixed and ranged between 0.25% to 2.00% (2019: 0.25% to 2.10%) per annum. The fixed deposits mature within 1 to 7 months (2019: 7 months) after the balance sheet date.

**12 Deferred grants and deferred expenditure**

	2020 S	2019 S
<b>Deferred grants</b>		
<i>General Fund</i>		
Government grant for Job Support Scheme	<u>277,587</u>	–
<i>Pro Bono Services</i>		
Balance at the beginning of financial year	316,135	529,860
Amortisation (Note 18)	<u>(195,482)</u>	<u>(225,490)</u>
Balance at the end of financial year	120,653	304,370
Grant received from National Arts Council	3,648	6,966
Grant received from NCSS	996	10,412
Grant refundable to Singapore Tote Board	(7,321)	–
Grant refundable to Ministry of Law	–	(5,613)
Government grant for Job Support Scheme	<u>144,038</u>	–
	<u>262,014</u>	<u>316,135</u>
Total	<u>539,601</u>	–
Grants for project to be completed:		
Within 12 months - Current	539,601	316,005
More than 12 months - Non-current	–	130
	<u>539,601</u>	<u>316,135</u>
<b>Deferred expenditure</b>		
<i>Pro Bono Services</i>		
Deferred expenditure for National Arts Council project	–	3,648
Just Laugh 2020	58,876	–
Deferred expenditure for NCSS project	<u>34,240</u>	<u>34,240</u>
	<u>93,116</u>	<u>37,888</u>
Grants for project to be completed:		
Within 12 months - Current	<u>93,116</u>	<u>37,888</u>

Deferred grants are grants received from various statutory bodies for the implementation of the various projects undertaken by the Group. Such grants which have been received are not recognised in profit or loss as the projects have not been completed and the terms and conditions relating to the grants have not been met. Similarly, expenses incurred for such uncompleted projects are deferred and not recognised in profit or loss.

When the projects are completed and the terms and conditions have been satisfied, the deferred grants received and deferred expenditure will be recognised in profit or loss.

**13 Contract assets and contract liabilities**

	2020 \$	2019 \$	1.4.2018 \$
<u>Pro Bono Services</u>			
Receivables from contracts	98,000	187,000	619,307
Contract assets	<u>194,020</u>	<u>187,020</u>	<u>304,328</u>
<u>Society</u>			
Receivables from contracts	3,562,856	1,639,844	1,743,456
Contract liabilities	<u>3,802,263</u>	<u>2,194,873</u>	<u>2,692,637</u>

Contract assets relate to the subsidiary's rights to consideration for services performed for CLAS cases not billed at the reporting date. Contract liabilities represent subscription fees paid in advance by members

There were no significant changes in the contract asset balances during the financial year.

Significant changes in the contract liabilities balances during the financial year are as follows:

	<b>Contract liabilities</b>	
	2020 \$	2019 \$
Advances received during the year	3,802,263	2,194,873
Amounts recognised as revenue during the year	<u>2,194,873</u>	<u>2,692,637</u>

**14 Payables and deferred income**

	General Fund \$	Other Funds \$	Compensation Fund \$	Pro Bono Services \$	Total Before inter- segment elimination \$	Inter- segment elimination \$	Total after inter- segment elimination 2020 \$	Total after inter- segment elimination 2019 \$
<b>Non-current</b>								
Tenant's deposit	155,000	-	-	-	155,000	-	155,000	-
<b>Current</b>								
Amount due to LSPBS	514	-	-	-	514	(514)	-	-
Sundry payables	574,288	19,576	300	65,877	660,041	-	660,041	614,888
Accrued expenses	525,813	3,481	-	347,435	876,729	-	876,729	567,634
Donations received in advance from law firms under CLAS Fellowship Scheme	-	-	-	171,250	171,250	-	171,250	95,000
Tech-celerate grant held in trust	536,262	-	-	-	536,262	-	536,262	-
	<u>1,636,877</u>	<u>23,057</u>	<u>300</u>	<u>584,562</u>	<u>2,244,796</u>	<u>(514)</u>	<u>2,244,282</u>	<u>1,277,522</u>
<b>Total</b>	<u>1,791,877</u>	<u>23,057</u>	<u>300</u>	<u>584,562</u>	<u>2,399,796</u>	<u>(514)</u>	<u>2,399,282</u>	<u>1,277,522</u>

**14 Payables and deferred income (cont'd)**

The Tech-celerate grant is from Enterprise Singapore and is to incentivise eligible Singapore law firms to use IT in and computerise their operations. The Society acts as an administrator/ trustee for Enterprise Singapore to administer the project and disburse the grants when the respective law firms meets the criteria set out by Enterprise Singapore.

**15 Lease liabilities**

	<b>General Fund</b>	<b>General Pro Bono Services Office</b>	<b>Total</b>
	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Lease liabilities are presented as follows:			
Current	848,951	117,366	966,317
Non-current	3,101,633	410,756	3,512,389
	<u>3,950,584</u>	<u>528,122</u>	<u>4,478,706</u>

**Reconciliation of movements of lease liabilities to cash flow arising from financing activities**

	<b>General Fund</b>	<b>General Pro Bono Services Office</b>	<b>Total</b>
	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Balance at 1 April 2019	-	-	-
Adoption of FRS 116	304,334	104,128	408,462
Changes from financing cash flows:			
- Repayments	(492,484)	(70,139)	(562,623)
- Interest paid	(79,912)	(11,550)	(91,462)
Non-cash changes:			
- Grant income	(53,077)	(30,230)	(83,307)
- Interest expense	79,912	11,550	91,462
- Additions of new leases	4,191,811	524,363	4,716,174
Balance at 31 March 2020	<u>3,950,584</u>	<u>528,122</u>	<u>4,478,706</u>

*Amount recognised in profit and loss*

	<b>General Fund</b>	<b>General Pro Bono Services Office</b>	<b>Total</b>
	<b>(Note 16e)</b>	<b>(Note 18)</b>	<b>2020</b>
	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<u>Lease expense not included in the measurement of lease liabilities</u>			
Lease expense - short-term leases	-	9,630	9,630

Total cash flow for leases amounted to \$663,715.

**16 General Fund**

	Note	2020 \$	2019 \$
<b>INCOME</b>			
Subscriptions from members	16a	5,691,961	5,485,296
Interest income on fixed deposits	16b	197,562	186,557
Investment income		131,139	189,910
Surplus from self-financing projects	16c	1,060,460	1,097,662
Sundry income	16d	1,066,744	528,239
		<u>8,147,866</u>	<u>7,487,664</u>
<b>LESS EXPENDITURE</b>			
Administrative expenses	16e	1,889,095	930,126
Personnel expenses	16f	4,941,165	4,816,739
Donations/Grants/Contributions to Singapore Institute of Legal Education/Pro Bono Services	16g	599,050	601,440
Meetings, events and other Council expenses	16h	186,013	348,654
Council budgets for special projects/expenditure	16i	88,306	80,409
Disciplinary Proceedings costs	16j	198,347	314,110
Finance costs	16k	79,912	-
		<u>7,981,888</u>	<u>7,091,478</u>
Surplus before tax		165,978	396,186
Tax expense	26	(3,647)	(48,616)
Surplus for the financial year		162,331	347,570
Balance brought forward		20,190,971	19,843,401
Balance carried forward		<u>20,353,302</u>	<u>20,190,971</u>
<b>[Note 16a]</b>			
<b>Analysis of subscriptions from members</b>			
Subscriptions from Non Practitioners		36,211	48,996
Subscriptions from Practitioners		5,655,750	5,436,300
		<u>5,691,961</u>	<u>5,485,296</u>
<b>[Note 16b]</b>			
<b>Analysis of interest income on fixed deposits</b>			
Interest received on fixed deposits		197,562	186,557
<b>[Note 16c]</b>			
<b>Analysis of surplus from self-financing projects</b>			
<u>Annual Dinner</u>			
Income		62,324	63,247
Expenditure *		(73,381)	(61,716)
Surplus(deficit)		<u>(11,057)</u>	<u>1,531</u>
<u>Continuing Professional Development Programmes/Advocacy</u>			
Income		1,696,757	1,597,037
Expenditure *		(819,502)	(816,296)
Surplus		<u>877,255</u>	<u>780,741</u>
<u>Conference</u>			
Income		416,289	711,014
Expenditure *		(222,027)	(395,624)
Surplus		<u>194,262</u>	<u>315,390</u>
Total surplus		<u>1,060,460</u>	<u>1,097,662</u>

**16 General Fund (cont'd)**

	2020 \$	2019 \$
<b>[Note 16d]</b>		
<b>Analysis of sundry income</b>		
Advertising - online directory	-	96,998
Advertising - Online Law Gazette	58,655	19,985
Classified advertising	92,200	164,929
Grant from the Ministry of Law	235,377	98,951
Other income - Shared services charged to Pro Bono Services	2,725	25,750
Other income	378,120	68,126
Penalty for not voting	63,000	53,500
Rental income	236,667	-
	<u>1,066,744</u>	<u>528,239</u>

\* Relates to direct expenditure only and does not include secretariat staff or admin overheads.

	2020 \$	2019 \$
<b>[Note 16e]</b>		
<b>Analysis of administrative expenses</b>		
Advertising	6,804	555
Amortisation of intangible assets (Note 6)	22,762	16,023
Auditor's remuneration	12,483	19,000
Bank charges	1,356	1,459
Delivery charges	8,211	2,154
Depreciation of property, plant and equipment (Note 3)	183,204	446,550
Depreciation of right-of-use assets (Note 4)	581,346	-
Depreciation of investment property (Note 5)	155,532	-
Disbursement of research grant from National Heritage Board	74,000	-
Fair value loss with respect to financial assets at FVTPL	38,868	57,307
Miscellaneous	13,652	4,222
Newspapers, periodicals and binding services	1,351	1,076
Insurance	38,599	32,666
Pantry supplies	9,154	5,292
Photocopier metered charges and paper costs	13,174	17,172
Photocopier rental fees	-	19,656
Postage and courier charges	15,584	14,974
Printing and stationery	28,855	15,182
Professional fees	43,500	656
Property, plant and equipment written off (Note 3)	112,906	-
Right of use assets written off (Note 4)	94,640	-
Rental	-	82,500
Expenses relating to premises at 39 South Bridge Road	98,502	-
Expenses relating to premises at 28 Maxwell Road	11,517	-
Repairs and maintenance		
- High Court bar room	3,941	4,832
- Premises at 39 South Bridge Road	182,090	88,515
- Premises at 37 South Bridge Road	15,792	24,463
- Secretariat equipment and website	53,427	16,520
- State Courts bar room	28,161	20,282
Staff resources	2,216	2,402
Storage charges	23,021	23,206
Telephone, facsimile and email broadcast charges	14,447	13,462
	<u>1,889,095</u>	<u>930,126</u>

**16 General Fund (cont'd)**

	2020 \$	2019 \$
<b>[Note 16f]</b>		
<b>Analysis of personnel expenses*</b>		
Central Provident Fund and Skills Development Levy	577,603	585,646
Temporary staff and employment agency fees	216,695	118,136
Salaries (including temporary staff), bonuses and related expenses	4,028,972	4,029,788
Staff allowances	9,268	6,555
Staff fringe benefits	16,814	18,666
Staff medical fees and group hospital insurance	50,352	36,982
Staff training fees	41,461	20,966
	<u>4,941,165</u>	<u>4,816,739</u>
* Personnel expenses	4,995,434	4,873,688
Less: allocation of common costs		
- Compensation Fund	(54,269)	(56,949)
	<u>4,941,165</u>	<u>4,816,739</u>

**[Note 16g]**  
**Analysis of Donations/Grants/Contributions to Singapore Institute of Legal Education/Pro Bono Services**

Book prizes	2,100	5,100
Contributions to the Singapore Institute of Legal Education	589,450	566,340
Contributions to the Pro Bono Services (Just Jubilee Project/Annual Contribution)	7,500	30,000
	<u>599,050</u>	<u>601,440</u>

**[Note 16h]**  
**Analysis of meetings, events and other Council expenses**

Annual General Meeting	6,103	2,296
Membership fees for international bar associations	3,351	3,000
Committee meetings	26,952	17,677
Council and committee work/activities	97,925	196,892
Legal mission/tours	-	67,387
Foreign travel/conferences	51,682	61,402
	<u>186,013</u>	<u>348,654</u>

**[Note 16i]**  
**Analysis of Council budgets for special projects/expenditure**

Anti-Money Laundering Inspections	91,825	88,387
Less: Ministry of Law Contributions	(91,825)	(88,387)
Less: Donation and sales proceeds	-	(1,900)
Law Gazette	27,589	29,257
Law Society Arbitration Scheme	-	(93)
Law Society Mediation Scheme	-	(2,250)
Law Society 50 <sup>th</sup> Anniversary	-	-
Legal Tech/Tech Start/Smart Law Assist	39,972	37,659
Online legal research database at 37 South Bridge Road	-	17,736
Members' Engagement Classes	1,857	-
Hosting of Overseas Delegates	18,888	-
	<u>88,306</u>	<u>80,409</u>

**16 General Fund (cont'd)**

	2020 \$	2019 \$
<b>[Note 16j]</b>		
<b>Analysis of Disciplinary Proceedings costs**</b>		
Expenses	226,327	343,987
Add: expenses relating to inquiry panel	9,284	6,783
Less: penalties collected	(24,000)	(25,000)
Less: costs recovered	(13,264)	(11,660)
	<u>198,347</u>	<u>314,110</u>

\*\* Relates to direct expenditure only and does not include secretariat staff, admin overheads and volunteer lawyers' costs.

**[Note 16k]****Analysis of Finance costs**

Interest expense on lease liabilities (Note 15)	<u>79,912</u>	-
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**17 Compensation Fund**

A fund established to make grants for the purpose of relieving or mitigating loss for any person that has sustained loss in consequence of dishonesty on the part of any solicitor or any clerk or servant of a solicitor in connection with that solicitor's practice in Singapore.

*Compensation Fund*

	2020 \$	2019 \$
<b>INCOME</b>		
Contributions received	628,150	603,000
Interest income on fixed deposits	132,589	121,955
Investment income	162,219	232,191
Penalty under Section 50(2) of the Legal Profession Act	-	17,000
Unclaimed moneys transferred under the Legal Professional Act First Schedule Part II Section 11(3) (Note 25)	-	10,917
	<u>922,958</u>	<u>985,063</u>
<b>LESS EXPENDITURE</b>		
Bank charges	46	48
Expenses relating to establishment, maintenance, administration and application of funds	54,269	56,949
Claims	24,375	-
Fair value loss with respect to financial assets at FVTPL	38,868	57,307
	<u>117,558</u>	<u>114,304</u>
Surplus for the financial year	805,400	870,759
Transfer of fund to Compensation Fund - Library	(294,808)	(354,146)
Surplus for the financial year	510,592	516,613
Balance brought forward	14,584,862	14,068,249
Balance carried forward	<u>15,095,454</u>	<u>14,584,862</u>

## 17 Compensation Fund (cont'd)

### *Compensation Fund - Library*

A fund established for the purposes of purchasing or maintaining a library for the use of the members and amounts of \$294,808 (2019: \$354,146) have been transferred from the Compensation Fund to the Compensation Fund - Library for these purposes.

	2020 \$	2019 \$
<b>INCOME</b>		
Interest income on fixed deposits	21,436	10,949
<b>EXPENDITURE</b>		
Depreciation of property, plant and equipment (Note 3)	1,027	-
Surplus	20,409	10,949
Balance brought forward	1,045,770	680,675
Transfer from Compensation Fund	294,808	354,146
Balance carried forward	1,360,987	1,045,770
 Total Compensation Fund carried forward	 <u>16,456,441</u>	 <u>15,630,632</u>

## 18 Pro Bono Services

Law Society Pro Bono Services ("Pro Bono Services") was incorporated on 4 January 2017 to take over the operations of Pro Bono, Learning and Support Services, a division of The Law Society of Singapore (the "Division") as a going concern.

On 1 April 2017, by virtue of the Transfer of Charitable Undertaking Agreement, the operations, activities, assets and liabilities of the Division was taken over as a going concern by Pro Bono Services.

Pro Bono Services is a company limited by guarantee and has a sole member who is the Society. The liability of the Society in the event of Pro Bono Services being wound up will not exceed \$10. As such, the immediate and ultimate parent of the Pro Bono Services is the Society (the "parent").

Pro Bono Services is registered under the Singapore Charities Act and has been conferred the status of an approved Institution of a Public Character. It is exempted from income tax and its donors are granted tax deductions for the donations made to the company.

Pro Bono Services coordinates and administers all pro bono initiatives of the Society, including the General Pro Bono Services Office ("General PBSO"), Criminal Legal Aid Scheme ("CLAS"), Law Awareness Fund and Bar Memorial Scholarship Fund ("BMSF"). The purpose of the Pro Bono Services is to implement the Society's vision and initiatives as to the provision of pro bono legal services in Singapore.

**18 Pro Bono Services (cont'd)**

	General PBSO \$	CLAS \$	Law Awareness Fund \$	BMSF \$	2020 \$	2019 \$
<b>INCOME</b>						
Amortisation of deferred grants (Note 12)	191,834	-	3,648	-	195,482	225,490
Contribution from The Law Society of Singapore (Annual Contribution)	7,500	-	-	-	7,500	-
Contribution from the Ministry of Law:						
- Operating costs	500,000	-	-	-	500,000	500,000
- CLAS cases	-	818,000	-	-	818,000	1,362,000
- CLAS Advocates	-	227,425	-	-	227,425	231,572
- Grant for rental at State Courts	30,230	-	-	-	30,230	-
Contributions/donations received from others	1,006,120	31,880	-	-	1,038,000	1,389,222
CLAS Fellowship	-	382,500	-	-	382,500	475,000
CLAS training programme	-	8,865	-	-	8,865	-
CLAS Co-payment collection	-	69,979	-	-	69,979	-
Interest income on fixed deposits	52,099	-	-	20	52,119	41,886
Other income	21,191	150,470	-	-	171,661	1,096,009
Conference	-	-	-	-	-	14,733
	<b>1,808,974</b>	<b>1,689,119</b>	<b>3,648</b>	<b>20</b>	<b>3,501,761</b>	<b>5,335,912</b>
<b>LESS EXPENDITURE</b>						
Ad hoc Pro Bono Referral Scheme	4,521	-	-	-	4,521	5,298
Advocates for the Arts	-	-	3,648	-	3,648	21,998
Amortisation of intangible assets (Note 6)	137,150	11,545	-	-	148,695	146,769
Depreciation of right-of-use assets (Note 4)	123,704	-	-	-	123,704	-
Auditor's remuneration	9,609	-	-	-	9,609	7,920
Accounting expenses	509	-	-	-	509	3,573
Bank charges	961	825	71	1	1,858	2,580
Bar Memorial Scholarship	-	-	-	15,000	15,000	15,000
Central Provident Fund and Skills Development Levy	150,644	78,029	-	-	228,673	223,848
CLAS Advocates and Fellows Expenses	-	29,457	-	-	29,457	18,095
CLAS Advocates and Fellows Salaries with CPF	-	532,242	-	-	532,242	-
CLAS Training Programme	-	718	-	-	718	-
Community legal clinics	1,858	-	-	-	1,858	1,700
Conferences/Study Trips	13,424	3,161	-	-	16,585	8,176
Corporate secretariat expenses	14,088	-	-	-	14,088	7,242
Delivery Charges	-	-	-	-	-	110
Depreciation of property, plant and equipment (Note 3)	41,899	3,321	-	-	45,220	101,732
Disbursement charged by assigned lawyers	-	31,437	-	-	31,437	241,678
Balance carried forward	498,367	690,735	3,719	15,001	1,207,822	805,719

**18 Pro Bono Services (cont'd)**

	General PBSO \$	CLAS \$	Law Awareness Fund \$	BMSF \$	2020 \$	2019 \$
Balance brought forward	498,367	690,735	3,719	15,001	1,207,822	805,719
Disbursement Specialist report Enhanced CLAS (Honorariums)	–	58,990	–	–	58,990	102,958
Fund raising expenses	–	368,471	–	–	368,471	1,045,057
HR Services	10,861	–	–	–	10,861	117,228
Internal audit	4,118	2,530	–	–	6,648	13,115
Interest expense on lease liabilities (Note 15)	5,350	–	–	–	5,350	5,350
Interpretation/translation fee	11,550	–	–	–	11,550	–
IT Services	–	3,083	–	–	3,083	3,199
Law Awareness Projects	37,232	80,822	–	–	118,054	125,074
Marketing communications	–	–	6,009	–	6,009	3,077
Meeting expenses	7,464	431	–	–	7,895	1,539
Moving cost	2,151	455	–	–	2,606	2,145
Office insurance	6,065	–	–	–	6,065	–
Office rental	7,620	838	–	–	8,458	10,336
Pantry supplies	–	–	–	–	–	80,892
Photocopier metered charges and paper costs	924	1,846	–	–	2,770	2,713
Printing, stationery and postages	1,332	1,825	–	–	3,157	5,110
Property, plant and equipment written off (Note 3)	2,291	1,182	–	–	3,473	3,895
Project schools	57,995	3,066	–	–	61,061	375
Publication	–	–	–	–	–	2,325
Rental of equipment	407	–	–	–	407	407
Repair and maintenance	3,852	5,778	–	–	9,630	12,840
Resource library	8,654	5,826	–	–	14,480	16,526
Salaries and bonuses	830	6,789	–	–	7,619	5,869
Security	811,723	818,717	–	–	1,630,440	1,713,424
Staff allowance and transport	245	–	–	–	245	971
Staff medical fees and group hospital insurance	3,309	668	–	–	3,977	2,500
Staff on Secondment CLAS	21,907	12,901	–	–	34,808	32,291
Staff training	–	–	–	–	–	426,167
Staff welfare	11,732	5,200	–	–	16,932	10,713
Storage	7,037	3,273	–	–	10,310	8,823
Telephone and fax charges	1,218	340	–	–	1,558	1,920
Temporary staff	4,702	6,566	–	–	11,268	12,483
Utilities	397	–	–	–	397	–
Volunteer engagement/ recognition/training	4,768	7,230	–	–	11,998	14,024
	10,315	401	–	–	10,716	7,814
	<u>1,544,416</u>	<u>2,087,963</u>	<u>9,728</u>	<u>15,001</u>	<u>3,657,108</u>	<u>4,596,879</u>
Surplus/(deficit) for the financial year	264,558	(398,844)	(6,080)	(14,981)	(155,347)	739,033
Transfer of funds	(852,035)	854,662	(2,627)	–	–	–
Balance brought forward	3,987,717	86,465	17,375	26,319	4,117,876	3,378,843
Balance carried forward	<u>3,400,240</u>	<u>542,283</u>	<u>8,668</u>	<u>11,338</u>	<u>3,962,529</u>	<u>4,117,876</u>

## 18 Pro Bono Services (cont'd)

## Balance Sheet as at 31 March 2020

	Note	General PBSO \$	CLAS \$	Law Awareness Fund \$	BMSF \$	2020 \$	2019 \$
<b>ASSETS</b>							
<b>Non-current assets</b>							
Property, plant and equipment	3	139,064	5,652	-	-	144,716	123,809
Right-of-use assets	4	524,475	-	-	-	524,475	-
Intangible assets	6	556	132,903	-	-	133,459	166,562
		<u>664,095</u>	<u>138,555</u>	<u>-</u>	<u>-</u>	<u>802,650</u>	<u>290,371</u>
<b>Current assets</b>							
Amount due from The Law Society of Singapore							
		1,069	(555)	-	-	514	-
Receivables	10	204,169	102,337	-	-	306,506	384,402
Fixed deposits, bank and cash balances	11	3,317,847	602,252	8,984	11,338	3,940,421	4,191,177
Deferred expenditure	12	93,116	-	-	-	93,116	37,888
Contract assets	13	-	194,020	-	-	194,020	187,020
		<u>3,616,201</u>	<u>898,054</u>	<u>8,984</u>	<u>11,338</u>	<u>4,534,577</u>	<u>4,800,487</u>
<b>Total assets</b>		<u>4,280,296</u>	<u>1,036,609</u>	<u>8,984</u>	<u>11,338</u>	<u>5,337,227</u>	<u>5,090,858</u>
<b>LIABILITIES</b>							
<b>Non-current liability</b>							
Deferred grants	12	-	-	-	-	-	130
Lease liabilities	15	410,756	-	-	-	410,756	-
		<u>410,756</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>410,756</u>	<u>130</u>
<b>Current liabilities</b>							
Payables	14	89,920	494,326	316	-	584,562	655,320
Amount due to The Law Society of Singapore							
		-	-	-	-	-	1,527
Deferred grants	12	262,014	-	-	-	262,014	316,005
Lease liabilities	15	117,366	-	-	-	117,366	-
		<u>469,300</u>	<u>494,326</u>	<u>316</u>	<u>-</u>	<u>963,942</u>	<u>972,852</u>
<b>Total liabilities</b>		<u>880,056</u>	<u>494,326</u>	<u>316</u>	<u>-</u>	<u>1,374,698</u>	<u>972,982</u>
<b>Net assets</b>		<u>3,400,240</u>	<u>542,283</u>	<u>8,668</u>	<u>11,338</u>	<u>3,962,529</u>	<u>4,117,876</u>
<b>Represented by:</b>							
Accumulated Funds		<u>3,400,240</u>	<u>542,283</u>	<u>8,668</u>	<u>11,338</u>	<u>3,962,529</u>	<u>4,117,876</u>

It is the objective of the Pro Bono Services to achieve a reserve that would be able to sustain operations for a three years period in the event of a decline in donations.

While this is the objective, the current balance brought forward will cover slightly more than half year of operations.

**18 Pro Bono Services (cont'd)****General Pro Bono Services Office**

An Office to coordinate and manage all pro bono initiatives of the Society (including the Criminal Legal Aid Scheme, Law Awareness initiative, Project Law Help and the community legal clinics).

	2020 \$	2019 \$
<b>INCOME</b>		
Amortisation of deferred grants	191,834	203,524
Contribution from The Law Society of Singapore (Annual Contribution)	7,500	-
Contribution from the Ministry of Law:		
- Operating costs	500,000	500,000
- Grant for rental at State Courts	30,230	-
Contributions/donations received from others	1,006,120	1,349,134
Interest income on fixed deposits	52,099	41,663
Conference	-	14,733
Other income	21,191	27,488
	<u>1,808,974</u>	<u>2,136,542</u>
<b>LESS EXPENDITURE</b>		
Ad Hoc Pro Bono referral scheme	4,521	-
Amortisation of intangible assets (Note 6)	137,150	137,150
Depreciation of right-of-use assets (Note 4)	123,704	-
Auditor's remuneration	9,609	7,920
Accounting expenses	509	3,573
Bank charges	961	1,272
Central Provident Fund and Skill Development Levy	150,644	122,319
Community legal clinics	1,858	1,700
Conferences/Study Trips	13,424	5,148
Corporate secretariat expenses	14,088	7,242
Delivery Charges	-	110
Depreciation of property, plant and equipment (Note 3)	41,899	46,222
Fund raising expenses	10,861	117,228
HR Services	4,118	7,982
IT Services	37,232	39,853
Interest expense on lease liabilities	11,550	-
Internal audit	5,350	5,350
Marketing communications	7,464	1,070
Meeting expenses	2,151	1,675
Moving cost	6,065	-
Office insurance	7,620	9,593
Office rental	-	80,892
Other activities	-	1,035
Balance carried forward	<u>590,778</u>	<u>597,334</u>

**18 Pro Bono Services (cont'd)***General Pro Bono Services Office (cont'd)*

	2020 \$	2019 \$
Balance carried forward	590,778	597,334
Pantry supplies	924	-
Photocopier rental, metered charges and paper costs	1,332	7,407
Printing and stationery and postage	2,291	1,952
Property, plant and equipment written off	57,995	-
Publication	407	407
Rental of equipment	3,852	-
Repair and maintenance	8,654	15,163
Resource library	830	585
Salaries and bonuses	811,723	910,768
Security	245	-
Staff allowance and transport	3,309	1,355
Staff medical fees and group hospital insurance	21,907	19,980
Staff training	11,732	7,663
Staff welfare	7,037	5,093
Storage	1,218	1,858
Telephone and fax charges	4,702	6,257
Temporary staffs	397	-
Utilities	4,768	-
Volunteer engagement/recognition/training	10,315	6,572
	<u>1,544,416</u>	<u>1,582,394</u>
Surplus for the financial year	264,558	554,148
Balance brought forward	3,987,717	4,028,701
Transfer of funds	(852,035)	(595,132)
Balance carried forward	<u>3,400,240</u>	<u>3,987,717</u>

*Criminal Legal Aid Scheme*

A scheme providing legal representation to impecunious persons on non-capital criminal charges.

	2020 \$	2019 \$
<b>INCOME</b>		
Contributions from the Ministry of Law:		
- CLAS cases	818,000	1,362,000
- CLAS Advocates	227,425	231,572
Contribution/ Donations from others	31,880	40,088
CLAS Fellowship	382,500	475,000
CLAS Co-Payment collection	69,979	102,812
Criminal Law Training Programme	8,865	11,640
Other income	150,470	954,051
	<u>1,689,119</u>	<u>3,177,163</u>

**18 Pro Bono Services (cont'd)***Criminal Legal Aid Scheme (cont'd)*

	2020 \$	2019 \$
<b>LESS EXPENDITURE</b>		
Ad hoc Pro Bono Referral Scheme	–	5,298
Amortisation of intangible assets	11,545	9,619
Bank charges	825	1,272
Central Provident Fund and Skills Development Levy	78,029	101,529
CLAS Advocates and Fellows Expenses	29,457	18,095
CLAS Advocates and Fellows salaries and CPF	532,242	–
CLAS training	718	–
Conference/Study Trips	3,161	3,028
Depreciation of property, plant and equipment (Note 3)	3,321	55,510
Disbursement charged by assigned lawyers	31,437	241,678
Disbursement Specialist report	58,990	102,958
Enhanced CLAS (Honorariums)	368,471	1,045,057
HR Services	2,530	5,133
Interpretation/translation fee	3,083	3,199
IT Services	80,822	85,221
Marketing communications	431	–
Meeting expenses	455	470
Office insurance	838	743
Pantry supplies	1,846	1,678
Photocopier rental, metered charges and paper costs	1,825	10,543
Printing and stationery and postages	1,182	1,943
Property, plant and equipment written off	3,066	375
Rental of equipment	5,778	–
Repair and maintenance	5,826	15,387
Resource library	6,789	5,284
Salaries and bonuses	818,717	802,656
Security	–	971
Staff allowance and transport	668	1,145
Staff medical fees and group hospital insurance	12,901	12,311
Staff on secondment CLAS	–	426,167
Staff training	5,200	3,050
Staff welfare	3,273	3,730
Storage	340	62
Telephone and fax charges	6,566	6,226
Utilities	7,230	–
Volunteer engagement/recognition/training	401	1,216
	<u>2,087,963</u>	<u>2,971,554</u>
(Deficit)/Surplus for the financial year	(398,844)	205,609
Balance brought forward	86,465	(719,737)
Transfer of funds	854,662	600,593
Balance carried forward	<u>542,283</u>	<u>86,465</u>

## 18 Pro Bono Services (cont'd)

### *Law Awareness Fund*

A public education initiative aimed at raising awareness of the law by conducting public education seminars, forums and exhibitions, and publication of legal information.

	2020 S	2019 S
<b>INCOME</b>		
Amortisation of deferred grants	3,648	21,966
Other income	-	18
	<u>3,648</u>	<u>21,984</u>
<b>LESS EXPENDITURE</b>		
Bank charges	71	1
Law Awareness Project - Advocates for the Arts	3,648	21,998
Law Awareness Project - Project schools	-	2,325
Law Awareness Project - Others	6,009	3,077
Marketing communications	-	469
Volunteer engagement/recognition/training	-	26
	<u>9,728</u>	<u>27,896</u>
Deficit for the financial year	(6,080)	(5,912)
Balance brought forward	17,375	29,748
Transfer of funds	(2,627)	(6,461)
Balance carried forward	<u>8,668</u>	<u>17,375</u>

### *Bar Memorial Scholarship Fund*

A fund established to award to any candidate who has obtained admission or who is taking any full time course of study in any institute of higher learning in Singapore. Other considerations being equal, preference will be given to an undergraduate pursuing a degree in law.

	2020 S	2019 S
<b>INCOME</b>		
Interest income on fixed deposits	20	223
<b>LESS EXPENDITURE</b>		
Bar Memorial Scholarship	15,000	15,000
Bank charges	1	35
Deficit for the financial year	(14,981)	(14,812)
Transfer of funds	-	1,000
Balance brought forward	26,319	40,131
Balance carried forward	<u>11,338</u>	<u>26,319</u>

## 18 Pro Bono Services (cont'd)

### *Amount due from/(to) The Law Society of Singapore*

	2020			2019		
	Amount due from \$	Amount (due to) \$	Total \$	Amount due from \$	Amount (due to) \$	Total \$
General PBSO	1,069	-	1,069	-	658	658
CLAS	-	(555)	(555)	-	869	869
<b>Total</b>	<b>1,069</b>	<b>(555)</b>	<b>514</b>	<b>-</b>	<b>1,527</b>	<b>1,527</b>

Relate to transactions/transfers between The Law Society of Singapore and Pro Bono Services.

## 19 Jus Curio Fund

A fund established to maintain the operation of Jus Curio Shop. Jus Curio Shop offers an eclectic range of stocks from corporate merchandise to various publications.

	2020 \$	2019 \$
<b>INCOME</b>		
Sale of Publications	458	750
Sale of Gifts and Souvenirs	33,417	26,257
Sale of Consignment Items	144	1,117
	<u>34,019</u>	<u>28,124</u>
<b>LESS COST OF SALES</b>		
Opening inventories	48,617	52,967
Purchases and related costs	16,636	12,653
Closing inventories (Note 9)	(41,961)	(48,617)
	<u>23,292</u>	<u>17,003</u>
Gross surplus	10,727	11,121
Interest income from fixed deposits	908	728
	<u>11,635</u>	<u>11,849</u>
<b>LESS EXPENDITURE</b>		
Bank charges	405	342
Repair and maintenance	702	-
Miscellaneous expense	1,242	-
	<u>2,349</u>	<u>342</u>
Surplus for the financial year	9,286	11,507
Balance brought forward	220,352	208,845
Balance carried forward	<u>229,638</u>	<u>220,352</u>

## 20 Pastoral Care Fund

A fund established to promote pastoral care programs for practitioners.

	2020 \$	2019 \$
Practice Consult fee expenses	-	(4,320)
Balance brought forward	<u>(15,870)</u>	<u>(11,550)</u>
Balance carried forward	<u>(15,870)</u>	<u>(15,870)</u>

## 21 Sports Meet Fund

A fund established to promote good relations and social intercourse among members and between members, professional bodies of the legal profession in other countries and other persons, by means of sporting events.

	2020 \$	2019 \$
<b>INCOME</b>		
Inter-professional Games refund	2,000	2,676
Other Golf Competition fees recovered	6,813	-
Singapore/Malaysia Law Games ®	91,702	39,890
	<u>100,515</u>	<u>42,566</u>
<b>LESS EXPENDITURE</b>		
Bank charges	(35)	122
Miscellaneous	745	514
Inter-Professional Games	14,867	4,743
Other games	2,159	5,174
Singapore/Malaysia Law Games ®	139,363	51,790
	<u>157,099</u>	<u>62,343</u>
Deficit for the financial year	(56,584)	(19,777)
Balance brought forward	<u>(167,144)</u>	<u>(147,367)</u>
Balance carried forward	<u>(223,728)</u>	<u>(167,144)</u>
<b>SINGAPORE/MALAYSIA LAW GAMES ®</b>		
<b>Income</b>		
Contributions/sponsorships received	60,700	38,600
Dinner and dance costs recovered	31,002	1,290
	<u>91,702</u>	<u>39,890</u>
<b>Less expenditure</b>		
Games' Day Expenses	34,965	646
Dinner and dance	64,878	7,908
Refreshments and receptions	14,963	-
Souvenirs and plaques	105	7,485
Transport and travelling	490	783
Training	23,962	19,715
Hotel accommodation	-	15,253
	<u>139,363</u>	<u>51,790</u>
<b>Deficit</b>	<u>(47,661)</u>	<u>(11,900)</u>

## 22 Welfare Fund

A fund established to afford pecuniary and other assistance to members or former members and to the wives, widows, children and other dependants, whether of members, former members or deceased members who are in need of any such assistance.

	2020 \$	2019 \$
Miscellaneous expenses	(19,678)	(16,660)
Balance brought forward	41,941	58,601
Balance carried forward	<u>22,263</u>	<u>41,941</u>

## 23 Library Fund

The fund was set up for the establishment of a library and the acquisition or rental of offices to house the library.

	2020 \$	2019 \$
Interest income from fixed deposits	741	598
Balance brought forward	51,185	50,587
Balance carried forward	<u>51,926</u>	<u>51,185</u>

## 24 Practice Resilience Fund

A fund established to assist members, who are proprietors of their own legal practice and facing temporary financial difficulty in relation to their practice, to meet short-term needs that will help them to stay in practice.

	2020 \$	2019 \$
Donations received	600	-
Balance brought forward	1,400	1,400
Balance carried forward	<u>2,000</u>	<u>1,400</u>

## 25 Monies held in Trust

	2020 \$	2019 \$
Pursuant to section 74 of the Legal Profession Act ("Section 74 money")	5,607,927	57,494
Education Fund under compulsory professional indemnity scheme	1,158,449	1,085,224
	<u>6,766,376</u>	<u>1,142,718</u>

**25 Monies held in Trust (cont'd)**

Section 74 money comprises the following accounts:

	As at 1.4.2019 \$	Additions \$	Expenditure/ Transfer \$	Net change \$	As at 31.3.2020 \$
David Rasif & Partners	29,303	-	-	-	29,303
Christopher Yap & Co	111	-	-	-	111
H A Jalil & Associates	5,825	-	(456)	(456)	5,369
S Gunaseelan & Partners *	22,255	-	-	-	22,255
JLC Advisors LLP	-	5,935,736	(384,847)	5,550,889	5,550,889
	57,494	5,935,736	(385,303)	5,550,433	5,607,927

Expenditure/transfer comprise:

	2020 \$	2019 \$
Transfer to compensation fund (Note 17)	-	10,917
Payment of conveyancing money to client of the solicitor	384,000	-
Bank charges	1,303	136
	385,303	11,053

\* Intervention of solicitor's practice upon death of sole practitioner.

**26 Tax expense**

	2020 \$	2019 \$
Current income tax	3,647	48,616

The income tax expense on the results of the financial year varies from the amount of income tax determined by applying the Singapore statutory rate of income tax to surplus before tax due to the following factors:

	2020 \$	2019 \$
Surplus before tax	770,805	1,989,675
Tax at statutory tax rate of 17%	131,037	338,245
Compensation fund taxed at lower concessionary rate	(7,999)	(7,668)
Expenses not deductible for tax purposes	74,085	64,796
Enhanced tax allowance	-	(29,750)
Income not subject to tax	(177,912)	(312,120)
Singapore statutory stepped income exemption and tax rebate	(3,310)	(6,822)
Utilisation of approved donations to the Division	(1,913)	(7,650)
Others	(10,341)	9,585
	3,647	48,616

## 27 General information

The Society was established in 1967 and took on the name of The Law Society of Singapore in 1970. The Society is managed by a body of persons called the Council of the Society which consists of 15 elected members, as well as 3 members nominated to serve by the Minister for Law. The Council may also nominate 3 further members to serve, if it so decides in the course of the year. Elections to the Council are held every year and all lawyers who hold practising certificates vote at the elections. The members of the Council elect from amongst themselves a President, two Vice Presidents and the Treasurer of the Society. The purposes of the Society and the powers of the Council are described in the Legal Profession Act (Chapter 161).

The principal place of activities is at 28 Maxwell Road, #01-03 Maxwell Chambers Suites, Singapore 069120.

## 28 Financial instruments

### (a) Categories of financial instruments

The following table sets out the financial instruments at their carrying amount at the balance sheet date:

	2020 \$	2019 \$
<i>Financial assets</i>		
At amortised cost	38,354,196	28,014,555
Financial assets at FVTPL	1,934,711	2,015,852
Financial assets at FVOCI	7,814,609	10,061,866
	<u>48,103,516</u>	<u>40,092,273</u>
<i>Financial liabilities</i>		
At amortised cost	<u>13,473,114</u>	<u>2,325,240</u>

### (b) Financial risk management

The Group's activities expose it to minimal financial risk due to the nature of its activities and the overall risk management is determined and carried out by the Council.

#### *Foreign exchange risk*

As the Group's transactions are all carried out in Singapore dollar, it is not exposed to any foreign exchange risk.

#### *Interest rate risk*

The Group's income and operating cash flows are substantially independent of changes in market interest rates although it has significant interest-bearing deposits with financial institutions as the interest rates of these deposits are fixed. The Group has no interest-bearing liabilities.

#### *Credit risk*

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Group.

The Group does not have any significant concentrations of credit risk exposure. The maximum exposure to credit risk is represented by the carrying values of each class of financial assets recognised in the balance sheet and comprised mainly deposits placed with financial institutions.

## 28 Financial instruments (cont'd)

### (b) Financial risk management (cont'd)

#### *Credit risk (cont'd)*

The following sets out the Group's internal credit evaluation practices and basis for recognition and measurement of expected credit losses (ECL):

Description of evaluation of financial assets	Basis for recognition and measurement of ECL
Counterparty has a low risk of default and does not have any past due amounts	12-month ECL
Contractual payments are more than 30 days past due or where there has been a significant increase in credit risk since initial recognition	Lifetime ECL - not credit-impaired
Contractual payments are more than 120 days past due or there is evidence of credit impairment	Lifetime ECL - credit-impaired
There is evidence indicating that the Group has no reasonable expectation of recovery of payments such as when the debtor has been placed under liquidation or has entered into bankruptcy proceedings	Write-off

#### *Receivables from third parties*

The Group assessed the latest performance and financial position of the counterparties and concluded that there has been no significant increase in the credit risk since the initial recognition of the financial assets. Accordingly, the Group measured the impairment loss allowance using 12-month ECL and determined that the ECL is insignificant.

#### *Financial assets at amortised cost*

Financial assets at amortised cost include other financial assets at amortised cost, receivables, fixed deposits, bank and cash balances.

Credit risk exposure in relation to financial assets at amortised costs as at 31 March 2020 and 31 March 2019 is insignificant, and accordingly no credit loss allowance is recognised as at 31 March 2020 and 31 March 2019.

#### *Market price risk*

Market risk is the risk that the fair value or future cash flows of the Group's financial instruments will fluctuate because of changes in market prices (other than interest or exchange rates). The Group is exposed to changes in equity price arising from its investment in quoted equity instruments. These equity instruments are quoted on SGX-ST in Singapore and are classified as available-for-sale financial assets.

As at 31 March 2020, the Group's financial assets at fair value through other comprehensive income amounted to \$7,814,609 (2019: \$10,061,866). A 10% increase/decrease in the underlying equity prices at the balance sheet date would increase/decrease equity by \$781,461 (2018: \$1,006,187).

As at 31 March 2020, the Group's financial assets at fair value through profit or loss amounted to \$1,934,711 (2019: \$2,015,852). A 10% increase/decrease in the underlying equity prices at the balance sheet date would increase/decrease surplus by \$193,471 (2018: \$201,585).

**28 Financial instruments (cont'd)****(b) Financial risk management (cont'd)***Liquidity and cash flow risk*

Liquidity risk is the risk that the Group will encounter difficulty in meeting financial obligations due to shortage of funds. The Group's exposure to liquidity risk arises primarily from mismatches of the maturities of the financial assets and liabilities.

The Council exercises prudent liquidity and cash flow risk management policies and aims at maintaining an adequate level of liquidity and cash flows at all times.

The table below summarises the maturity profile of the Group's non-derivative financial liabilities at the end of the reporting period based on contractual undiscounted repayment obligations.

	← 2020 →			← 2019 →		
	Within 1 year \$	Within 2 to 5 years \$	Total \$	Within 1 year \$	Within 2 to 5 years \$	Total \$
<b>Group</b>						
Trade and other payables	8,839,922	155,000	8,994,922	2,325,240	-	2,325,240
Lease liabilities	1,019,125	3,819,201	4,838,326	-	-	-

**(c) Fair values**

The Group classifies fair value measurement using a fair value hierarchy that reflects the significance of the inputs used in making the measurement.

The fair value hierarchy has the following levels:

Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (i.e. derived from prices).

Level 3 - inputs for the asset or liability that are not based on observable market data.

**(a) Fair value measurements of assets that are measured at fair value**

The Group's financial assets at FVTP and FVOCI are traded in an active market and are based on quoted market prices at the balance sheet date. These investments are included in the Level 1 hierarchy.

**(b) Fair value of financial instruments by classes that are not carried at fair value and whose carrying amounts are reasonable approximation of fair value**

The carrying amounts of the other financial assets and financial liabilities recorded in the financial statements approximate their respective fair values due to the relatively short-term maturity of these financial instruments or that they are floating rate instruments that are re-priced to market interest rates on or near the reporting period.

## 28 Financial instruments (cont'd)

### (c) Fair values (cont'd)

The fair value of the investment property for disclosure purposes is categorised within Level 3 of the fair value hierarchy.

The fair value of the Group's investment property was determined based on desktop valuations performed by independent professional valuers using comparison method.

Based on the comparison method, comparison was made to recent sales transactions of comparable properties within the vicinity and elsewhere. Necessary adjustments have been made for differences in location, tenure, size, shape, design and layout, age and condition of building, dates of transactions and the prevailing market conditions amongst other factors affecting its value. Any significant changes to the adjustments made to market value for differences in location or condition would result in higher or lower fair value measurement.

## 29 Funds/reserves management policy

The Group's objectives when managing its funds are to safeguard and to maintain adequate working capital to continue as going concern and to develop its principal activities over the longer term.

No changes are made in the objectives, policies or processes during the financial years ended 31 March 2020 and 31 March 2019.

## 30 Lease commitments

The Group has operating lease commitments in respect of its office copier and office premises.

As at 31 March 2019, commitments in relation to the non-cancellable operating leases contracted for but not recognised as liabilities are payable as follows:

	2019 \$
Not later than one financial year	213,216
Later than one financial year but not later than five financial years	<u>246,124</u>
	<u>459,340</u>

As disclosed in Note 1(a), the Group has adopted FRS 116 on 1 April 2019. These lease payments have been recognised as right-of-use assets and lease liabilities on the balance sheet as at 1 April 2019, except for short term and low value assets leases.

### 31 Remuneration paid to key management personnel

#### *The Society*

No remuneration is paid to any member of the Council.

#### *Pro Bono Services*

	2020 \$	2019 \$
Salaries, bonus and benefits	677,558	686,357
CPF	66,848	68,396
	<u>744,406</u>	<u>754,753</u>

*Remuneration bands for 3 highest paid Pro Bono Services staff who are also key management personnel.*

The 3 highest paid staff whose remuneration exceeded \$100,000 in the period were as follows:

	2020 \$	2019 \$
Number of staff in bands:		
\$100,000 to \$199,999	2	2
\$200,000 to \$299,999	<u>1</u>	<u>1</u>

No directors of Pro Bono Services have received remuneration for their services as board members and no directors are staff of the Company.

### 32 Interfund - amount due from/(to)

	← 2020 →	← 2019 →				
	Amount due from \$	Amount due to \$	Total \$	Amount due from \$	Amount due to \$	Total \$
General Fund	370,510	(1,292,828)	(922,318)	169,370	(418,664)	(249,294)
Other Funds	50,524	(286,868)	(236,344)	-	(169,370)	(169,370)
Compensation Fund	1,240,843	(82,181)	1,158,662	418,664	-	418,664
Total	<u>1,661,877</u>	<u>(1,661,877)</u>	-	<u>588,034</u>	<u>(588,034)</u>	-

Relate to transactions/transfers between the different funds of the Society.

### **33 Relationship with Insolvency Practitioners Association of Singapore Limited ("IPAS")**

IPAS is incorporated in Singapore and its principal activities are as follows:

- Provision of a corporate identity and organisation for insolvency practitioners
- Associate, Fellow and Student registration
- Support and advancement of the status and interest of insolvency practitioners
- Provision of recognised qualifications for persons engaged in the practice of insolvency
- Promotion of the technical competence of insolvency practitioners
- Provision of updates on developments in insolvency legislation and proposals and latest insolvency judgements by Singapore Courts and other jurisdictions

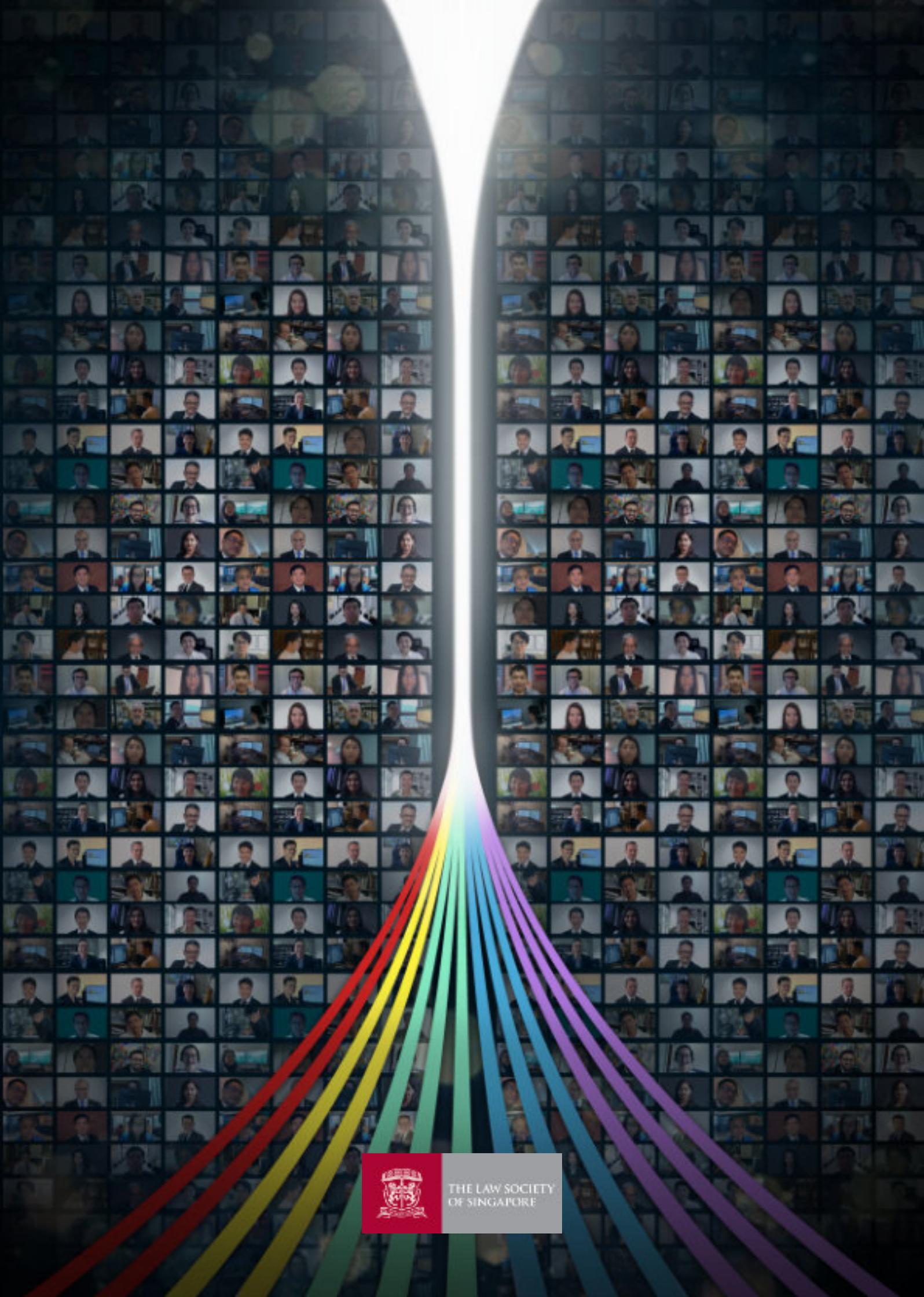
IPAS is a company limited by guarantee whereby every member of IPAS undertakes to contribute to meet the debts and liabilities of IPAS in the event of its liquidation to an amount not exceeding \$10 for each member. The members of IPAS are Institute of Singapore Chartered Accountants and the Society.

The Society has 50% representation on the Board of IPAS. However the Society's relationship with IPAS is only to the extent of a loose affiliation and in the event that IPAS is wound up or dissolved and if there are any remaining assets in IPAS after the satisfaction of all IPAS's debts and liabilities, the Society's share of such remaining assets of IPAS as determined by the Board of IPAS will not be received by the Society but will be distributed to such institution or institutions having objects similar to the objects of IPAS.

Consequently, IPAS is not as an associate, a joint venture or an investment of the Society and as such, it is not recognised in the financial statements of the Society.

### **34 Authorisation of financial statements**

The consolidated financial statements of the Group for the financial year ended 31 March 2020 were authorised for issue by the Council on 14 October 2020.



THE LAW SOCIETY  
OF SINGAPORE