

THE LAW SOCIETY OF SINGAPORE

PRACTICE DIRECTION 8.5.6

[Formerly PDR 2013, para 97; PDR 1989, chap 7, para 29]

PHONE ETIQUETTE

It is a rule of etiquette that when a legal practitioner calls another legal practitioner on the telephone, the person making the call should be ready to receive the person called when the latter answers. Persons who are called should not be kept waiting on the line until the person calling comes on the line. However, this rule need not be followed in cases where it is known that the legal practitioner called may only be reached through the intermediary of a secretary or receptionist.

Date: 31 January 2019

THE COUNCIL OF THE LAW SOCIETY OF SINGAPORE