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Law Society: General

CIRCULAR 21-646 (MS)

4 November 2021

**21-646 (MS) SEMINAR ON "BILINGUAL LEGAL DRAFTING
IN PLAIN LANGUAGE – A LAW DRAFTER'S PERSPECTIVE"**

Jointly organised by
the Department of Justice and the Law Society of Hong Kong

24 November 2021, Wednesday

1. The Department of Justice ("DoJ") and the Law Society of Hong Kong will jointly organise a seminar on the topic "Bilingual Legal Drafting in Plain Language – a Law Drafter's Perspective" on 24 November 2021, Wednesday.
2. At the seminar, speakers from the Law Drafting Division of the DoJ will provide an introduction to plain language drafting and the required techniques, as well as the role of law drafters in the DoJ. Please click [here](#) for the detailed course outline.
3. Details of the event are as follows:

Date: 24 November 2021, Wednesday
Time: 5 p.m. – 6:30 p.m.
Venue: Function Hall, 1/F, Main Wing, Justice Place, 18 Lower Albert Road,
Central, Hong Kong
Speakers: Mr Gilbert MO, Deputy Law Draftsman
Ms Emma WONG, Senior Assistant Law Draftsman
Mr Henry CHAN, Senior Assistant Law Draftsman
Language: English supplemented by Cantonese
Capacity: 50 participants (places will be allocated on a first-come, first-served basis
with priority given to members with less than 5 years of PQE and trainee
solicitors in the event of over-subscription)
Fee: Free of charge
CPD points: CPD points are being applied for

4. Registration is essential to book your place and seats will be allocated on a first-come, first-served basis. For those members who are interested in joining the seminar (Event Code: MS_20210027), please register via either way of below by **Friday, 19 November 2021**. **Pre-registration of your mobile number is required for accessing the System (both Web**



THE
LAW SOCIETY
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and App versions). To register your mobile number, please click [here](#) (Member's zone login is required).

- (a) Register via [The Law Society's Electronic Registration and Payment System](#) ("Web version")
- (b) Register via The Law Society's App ("App version")

Notes:

- (i) The App is only currently available to full members and trainee solicitors.
 - (ii) To download and activate the App, please follow the steps illustrated in the [Installation and Activation Guide](#).
 - (iii) In the System (both Web and App versions), please add the event into your shopping cart **AND proceed to payment (even the event is free of charge)** to complete the registration.
 - (iv) Successfully registered events would be listed under "My Enrollment Record" in the System.
 - (v) Click [here](#) for the "User Guide for Law Society members with FAQ"
5. Participants should observe the following arrangements for COVID-19:
- (a) participants are required to use the "LeaveHomeSafe" COVID-19 exposure notification mobile app to scan the venue QR code before they are allowed to enter Justice Place. For details, please refer to the [HKSAR Government press release](#);
 - (b) body temperature check is set up at different entrances at Justice Place. Participants with a body temperature of 37.5 degrees Celsius or above will not be given access to the venue and will be required to leave immediately;
 - (c) participants must put on their own surgical face masks at all times while in Justice Place and maintain proper social distancing.
6. The event may be photographed and/or videotaped for the records and promotion of future events of the DoJ and the Law Society (the "Organisers"). By participating in this event, you and your accompanying person(s) (where applicable) consent to be photographed and/or videotaped, and give permission to the Organisers to use your images for internal records, educational and marketing purposes, and in promotional materials including but not limited to the Organisers' website, social media platforms and publications.
7. For enquiries, please contact:

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