

**Outline of CPD Course (24 November 2021)**  
**“Bilingual legal drafting in plain language – a law drafter’s**  
**perspective”**  
**Law Drafting Division, Department of Justice**

**1. Introduction to plain language drafting**

- 1.1 What is plain language?*
- 1.2 Why plain language?*

**2. Techniques of plain language drafting**

- 2.1 Useful techniques for drafting in English or Chinese (or any other language)*
- 2.2 Techniques specific to English drafting*
- 2.3 Techniques specific to Chinese drafting*
- 2.4 Words to be used with caution*

**3. Role of law drafters**

- 3.1 Role of law drafters in Department of Justice*
- 3.2 Law drafters and the rule of law*