

**Selection Criteria and Marking Scheme for Corporate Matters Solicitors****Mandatory Requirement of the Solicitor Firms****1. Year of Services**

- 1.1. The firm should have been established for at least 10 years. (Change of firm's name due to acquisition and merger during the last 10 years is permitted subject to support of relevant document).

**2. Accountant's Report**

- 2.1. The firm should receive clean accountant's report for 3-year period from date of application.

**3. Professional Indemnity**

- 3.1. Minimum HK\$100,000,000.00

**4. Credit Rating System for the Selection of the Solicitor Firms  
(Total Max. Points: 100)**

Criteria		Credit Rating (Points)	Max. Point(s)	Performance Measures
<b>1.</b>	<b><u>Corporate Matters</u></b>			
1.1	Proven experiences and track records of the past 5 years in providing diversified legal advice on corporate and governance matters to sizeable organizations, statutory bodies and NGOs.	<i>2 scores per job reference</i>	40	Submit evidence
1.2	Proven experiences and track records in providing legal advisory services in the areas of:-			
1.2.1	Companies Ordinance (Cap 622)	<i>2 scores per job reference</i>	4	Submit job reference
1.2.2	Prevention of Bribery Ordinance (Cap 201)		4	"
1.2.3	Independent Commission Against Corruption Ordinance (Cap 204)		4	"
1.2.4	The Ombudsman Ordinance (Cap 397)		4	"
1.2.5	Personal Data (Privacy) Ordinance (Cap 486)		4	"
1.2.6	Anti-discrimination Ordinance:- • Sex Discrimination Ordinance (Cap 480)		4	"

## Appendix I

Criteria		Credit Rating (Points)	Max. Point(s)	Performance Measures
	<ul style="list-style-type: none"><li>Race Discrimination Ordinance (Cap 602)</li><li>Disability Discrimination Ordinance (Cap 487)</li><li>Family Status Discrimination Ordinance (Cap 527)</li></ul>			
1.2.7	Competition Ordinance (Cap 619)		4	Submit job reference
1.2.8	Employment Ordinance (Cap 57) and Employees' Compensation Ordinance (Cap 282)		4	"
1.2.9	Trade Marks Ordinance (Cap 559)		4	"
1.2.10	Judicial Review		4	"
Sub-Total Credit Points for Criteria 1			80	
2.	<u>Establishment of the Corporate Matters Team of the Firm (The Team)</u>			
2.1	The Team should be established for a minimum of 10 years.	0 score for non-compliance	4	Submit evidence
2.2	The Team should have at least 10 persons.		4	Submit staff list and brief resume
2.3	A minimum of 3 out of these 10 persons must be full time qualified solicitors.		4	Submit evidence
2.4	One of the solicitors should be responsible for corporate and governance matters and have at least 10 years post qualification full time services with the present Team.		4	"
2.5	The other two solicitors should have at least 5 years post qualification full time service with the present Team.		4	"
Sub-Total Credit Points for Criteria 2			20	
Total Max. Point			100	

**Note: Passing Scores = 80**