



31 July 2025

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THE

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Index Reference :

Solicitors

CIRCULAR 25-500 (COM)

31 July 2025

25-500 (COM) CLERKS TO THE SOLICITORS DISCIPLINARY TRIBUNAL

1. Firms are invited to assist the Solicitors Disciplinary Tribunal (“the Tribunal”) in the performance of its regulatory functions by nominating their qualified or unqualified staff members (the latter, preferably Legal Executives) with over 10 years’ working experience in civil or criminal proceedings to join the Panel of Clerks to the Tribunal (“the Panel of Clerks”). The appointees are expected to be mature, possess good communication skills and be able to work independently.
2. Firms with solicitors and unqualified staff member who are currently serving as Clerks to the Tribunal are also welcome to nominate those solicitors and/or their unqualified staff member to join the Panel of Clerks.
3. The hourly rates for the appointees on the Panel of Clerks is HK\$2,000 for solicitors and HK\$1,000 for unqualified staff members, and are payable to the firms. Payment of the firms’ bills may be subject to taxation.
4. The duties of the Clerks to the Tribunal include (i) assisting the Tribunal to arrange hearings and associated matters; (ii) performing administrative and clerical duties during the hearing and such other duties as more particularly described in Sections 10(3), 12(2), 12(2A) and 12(9) of the Legal Practitioners Ordinance, Cap.159 and Rules 2, 6(2), 8(1), 9, 13(1), 15, 16, 17 and 34 of the Solicitors Disciplinary Tribunal Proceedings Rules, Cap 159C; and (iii) performing any other secretarial duties as directed, from time to time, by the Chairman of the Tribunal.
5. The Tribunal Convenor to the Solicitors Disciplinary Tribunal Panel (“Tribunal Convenor”) will conduct the selection process and appoint the Panel of Clerks. Any conduct history and/or disciplinary records of the applicants kept by the Law Society will be disclosed to the Tribunal Convenor for the purpose of processing the applications.
6. Interested firms should send the CV(s) of the applicant(s) together with a letter of consent from a sole practitioner/sole proprietor, or a letter of consent from the employer and a letter of consent from the applicant (please click [here](#) for the requisite terms of the letters) to the Director of Conduct, the Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong **on or before 14 August 2025**.



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Personal Information Collection Statement

The personal data collected in the resume supplied by the applicants and any conduct history and disciplinary records relating to the applicants will be used by the Law Society of Hong Kong and the Tribunal Convenor for the purposes of processing the applications for appointment to the Panel of Clerks.



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Index Reference:

**Law Society: Commencement
of Practice**

CIRCULAR 25-501 (COM)

31 July 2025

25-501 (COM) COMMENCEMENT OF PRACTICE (REGISTERED FOREIGN FIRM)

The following registered foreign firm has commenced practice from the date indicated below:

Firm Name

Date of Commencement of Practice

EVERWIN LAW OFFICE
(法制盛邦律師事務所)

23 July 2025



Index Reference :

Solicitors

CIRCULAR 25-502 (COM)

31 July 2025

25-502 (COM) Practising Certificate (Special Conditions) Rules

Notice of Intention to Apply for a Practising Certificate (2026)

1. The “*Notice of Intention to Apply for a Practising Certificate*” (“Notice”) required under Section 5 of the Practising Certificates (Special Conditions) Rules (“Rules”) is not an application for a practising certificate.
2. The Notice should be completed and declared **only if**:
 - (a) you are applying for the issue of a practising certificate for the first time;
 - (b) you have been censured or ordered to pay a penalty or costs by the Solicitor Disciplinary Tribunal since you were last issued a practising certificate;
 - (c) you have failed or refused to give to the Law Society a sufficient and satisfactory explanation in respect of any matter relating to your conduct when invited to do so since you were last issued a practising certificate and have been notified in writing by the Law Society that you have so failed or refused;
 - (d) you have been suspended from practice since you were last issued a practising certificate and the period of your suspension has expired;
 - (e) you have had your name removed from or struck off the roll of solicitors since you were last issued a practising certificate and your name has been restored to the roll of solicitors;
 - (f) you have become bankrupt since you were last issued a practising certificate and have been discharged;
 - (g) you have had a monetary judgment (not being a judgment excepted in the Rules) given against you since you were last issued a practising certificate;
 - (h) you have not been in full-time practice of law for two continuous years immediately prior to the giving of notice of intention to apply for a practising certificate (refer to circular [04-310 \(SD\)](#) for details); or
 - (i) you were a principal in or a consultant of a firm at the time of an intervention of the firm by the Law Society during the preceding 18 months.



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3. Solicitors to whom the Rules apply must give at least 6 weeks' notice to the Law Society before applying for their practising certificates. You are recommended to return the completed Notice to the Law Society **by 19 September 2025**, and in any event, **by 17 October 2025**.
4. Blank copies of the Notice can be collected from the reception counter of the Law Society or downloaded from the Law Society's website at www.hklawsoc.org.hk or by clicking [here](#). Please click [here](#) for the Notes on How to Fill in the Notice.
5. Late submission of the Notice will delay the renewal process of the practising certificates causing such practising certificates to bear the date of issue and not backdated. Please be reminded that the Standing Committee on Compliance takes a very serious view of members practising without a valid practising certificate.
6. The Notice should be declared before a solicitor of another firm or company in order for the solicitor taking the declaration to comply with Principle 13.09 of The Hong Kong Solicitors' Guide to Professional Conduct Volume 1, 3rd Edition. Please refer to [Principle 13.09](#) for details. Any inappropriately declared Notice will be processed without prejudice to any conduct investigation into the matter.
7. The Rules came into effect in February 2003. Please refer to Circulars [03-29\(SD\)](#) and [04-310\(SD\)](#) for details.



Index Reference:

Law Society: General

CIRCULAR 25-503 (EA)

31 July 2025

25-503 (EA) LAW WEEK 2025

RECRUITMENT OF VOLUNTEER SOLICITORS FOR FREE LEGAL ADVICE SERVICE TO THE GENERAL PUBLIC

1. Since 1991, the Law Society's flagship programme "Law Week" has demonstrated our aspiration to promote legal knowledge and give back to the community. Themed "Law in Action: Building The Future Together" (「法治連線 共建未來」), Law Week 2025 will officially commence with an Opening Ceremony to be held on **14 September 2025 (Sunday)**. To leverage the success of past events, a Free Legal Advice Programme ("FLAP") and a one-hour Community Talk will be featured alongside the Opening Ceremony, at the same venue, to maximise reach and impact to the general public. Given the enthusiastic reception and positive impact evidenced in previous years, we will be organising three rounds of FLAP and Community Talk altogether in different districts this year.
2. The recruitment of volunteer solicitors for FLAP is now open. Members with a minimum of **five years post-qualification experience ("PQE")** are encouraged to apply as volunteer solicitors. Additionally, we welcome **members with less than five years PQE and for trainee solicitors** to support FLAP by assisting with initial inquiries during the registration. A briefing session for all volunteers will be held in late August 2025.
3. The event details for the three rounds of FLAP are as follows:

Date:	Sunday, 14 September 2025	Saturday, 4 October 2025	Sunday, 7 December 2025
Time:	5 sessions between 12:00 noon and 7:00 p.m. <i>(Please refer to the application form for the exact timeslots)</i>		
Venue:	+WOO	Ma On Shan Plaza	Dragon Center
	G/F, 12-18 Tin Yan Road, Tin Shui Wai	608 Sai Sha Road, Ma On Shan, Shatin	37K, Yen Chow St, Sham Shui Po



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Session:	Each inquirer will be assigned to a volunteer solicitor for free legal advice service up to 15 minutes
Scope:	· Employees' Compensation Claims and Personal Injuries
	· Family
	· Criminal
	· Wills & Probate
	· Building Management
	· Landlord & Tenancy and Conveyancing & Property
	· Commercial Dispute
Number of volunteer solicitors required:	We require approximately 30 volunteer solicitors for each round of FLAP.

4. Interested members please complete and return the application form to the Communications & External Affairs and Member Services Department **on or before 7 August 2025** by email to youtheducation@hklawsoc.org.hk or by fax to 2845 0387. For more information about the event, please contact Ms Gigi Wong of Communications & External Affairs and Member Services Department at 2846 0555.

Please click [here](#) for the application form



Index Reference :

Professional Indemnity Scheme

CIRCULAR 25-504 (PA)

31 July 2025

25-504 (PA) PROFESSIONAL INDEMNITY SCHEME ("PIS")

Application for Indemnity Form ("AI") and Gross Fee Income Report ("GFIR") to be submitted online on or before Friday, 15 August 2025 5:30 p.m.

The professional indemnity cover for all Hong Kong law firms for the 2024/2025 indemnity year will expire on Tuesday, 30 September 2025.

1. Renewal Forms

To renew indemnity, principals of law firms are required to submit an AI and a GFIR (except for new law firms, see paragraph 2(f) below) online via the PIS Digital Platform ("Platform") to the Scheme Manager, ESSAR Insurance Services Ltd. ("ESSAR") under rule 8 of the Solicitors (Professional Indemnity) Rules (Cap. 159M) ("Rules").

A notification email has been sent to the designated principal of each law firm from "do-not-reply@riskconnect.com" regarding the renewal of the 2025/2026 indemnity year via the Platform in late June 2025.

All Hong Kong law firms are required to complete and submit the AI and GFIR (as a scanned (black and white) copy attachment to the AI) executed in accordance with paragraph 2(a)(ii) below to ESSAR via the Platform online **on or before 15 August 2025 at 5:30 p.m.**, for the renewal of their indemnity for the 2025/2026 indemnity year, which commences on 1 October 2025. No physical/ hard copy or other forms will be accepted by ESSAR.

For enquiries on the Platform, please contact:

ESSAR Insurance Services Ltd

Ms. Pamela Poon, Scheme Administrator (direct line: +852 2862-4251); or

Ms. Ada Chan, Assistant Scheme Administrator (direct line: +852 2861-6300)

34/F, One Island East, Taikoo Place

18 Westlands Road, Quarry Bay, Hong Kong

Telephone no.: +852 2861-6666 (general)



2. The procedure for submitting the AI and GFIR (together the “Documents”) online

a) Execution of the Documents

- (i) The AI must be signed by a principal of the law firm.
- (ii) The GFIR must:
 - (1) be signed by a **Certified Public Accountant (Practising) (“CPA”) reporting the gross fee income of the law firm’s Practice for the immediately preceding accounting year of not less than twelve (12) months;**
 - (2) be issued under the **letterhead of a CPA firm;**
 - (3) specify the **CPA’s full name and Practising Certificate number (at the signature block of the GFIR);**

If this is the law firm’s first time submitting a GFIR, the GFIR should cover the gross fee income of the law firm’s Practice from its commencement date and for not less than twelve (12) months.

If the law firm has changed its accounting year end, the GFIR should cover the period from the law firm’s last reported accounting year end to the immediately preceding new accounting year end.

The Hong Kong Institute of Certified Public Accountants informed its members through its Circular in May 2022 to utilize the updated GFIR for the purpose of rule 8 of the Rules. The sample wording of the GFIR will be available for downloading when a law firm accesses its AI online.

b) Date of Submission: **on or before 15 August 2025**

- (i) The AI requires a law firm to state the name(s) of the solicitor(s) and foreign lawyer(s) practising under the law firm’s name as at 31 July 2025. This is because under paragraph 2(1)(a) of Schedule 1 to the Rules, with the exception of new law firms, ESSAR will calculate the amount of annual contribution based on the number of solicitors and foreign lawyers on that date.
- (ii) **Under rule 8(1) of the Rules, the last day to submit the Documents is Friday, 15 August 2025.**

c) Failure to submit the Documents by the statutory deadline of 15 August 2025

Failure to comply with rule 8 is a breach of the Rules. Any failure shall be considered by the Working Party on PIS Gross Fee Income Reports and Contributions (“Working Party”) with recommendations to the Council to take appropriate action.



d) Documents are to be submitted ONLINE ONLY via the Platform

Do NOT send physical or hard copies of the Documents to ESSAR or the Law Society.

e) Application for an Extension of Time: To be sent to The Law Society

If for any reason a law firm is not able to meet the statutory deadline of 15 August 2025, the law firm should make a **PRIOR** application to the Council for an extension of time to submit the Documents, **setting out (i) the period of time extension required and (ii) the reasons for requiring it.** All applications should be addressed to the **Assistant Director, Professional Indemnity Scheme, at the Law Society, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong.** Applications should be made **on or before 8 August 2025** as there is **no guarantee** that applications received after this date can be considered by the Working Party before the statutory deadline of 15 August 2025.

f) New Law Firms or Law Firms without the first set of Audited Accounts

A new law firm, i.e. a law firm which commenced practice after 15 August 2024 or a law firm which has not had its first set of accounts audited, will not need to submit a GFIR by 15 August 2025. It must, however, submit an AI online via the Platform by 15 August 2025 to comply with rule 8(1) of the Rules. The new law firm will not need to state the amount of gross fee income in the AI. Pursuant to paragraph 2(2) of Schedule 1 to the Rules, the new law firm will pay a basic average contribution for the PIS renewal for the 2025/2026 indemnity year.

g) Law Firms intending to Cease Practice

Any law firm which intends to cease Practice prior to the commencement of the 2025/2026 indemnity year must comply with Practice Direction D7 of the Law Society Practice Directions. In particular, for the purpose of professional indemnity cover, the law firm **must give notice of cessation to ESSAR at least 8 weeks prior to 30 September 2025.** If the notice period ends on a date after 30 September 2025, the law firm may be required to pay contribution for the whole of the 2025/2026 indemnity year subject to any adjustment to be made upon cessation of Practice.

3. **An email regarding the PIS renewal 2025/2026 has been sent to the designated email address of the designated principal of each law firm in early July 2025 by the Law Society. Members are reminded to take note that the email has been sent from “adpis_group@hklawsoc.org.hk”.**



Index Reference :

Courts: Practice & Procedure & Judiciary

CIRCULAR 25-505 (PA)

31 July 2025

25-505 (PA) Duty/Urgent Application Judges and Admission Judges

28 July 2025 to 3 January 2026

1.	Week beginning	Duty Judge	Saturday	Admission Judge
	28 July 2025	DHCJ MK Liu	2 August 2025	Hon Tam J
	4 August 2025	DHCJ Grace Chow	9 August 2025	Hon Alex Lee J
	11 August 2025	Hon Ng J	16 August 2025	Hon Ng J
	18 August 2025	DHCJ Gary Lam	23 August 2025	Hon Anna Lai J
	25 August 2025	DHCJ Kent Yee	30 August 2025	Hon Kwok J
	1 September 2025	Hon Harris J	6 September 2025	Hon Harris J
	8 September 2025	Hon Woodcock J	13 September 2025	Hon Woodcock J
	15 September 2025	Hon Au-Yeung J	20 September 2025	Hon Au-Yeung J
	22 September 2025	Hon Cheng J	27 September 2025	Hon Cheng J
	29 September 2025	Hon Andrew Chan J	4 October 2025	Hon Andrew Chan J
	6 October 2025	Hon H Au-Yeung J	11 October 2025	Hon H Au-Yeung J
	13 October 2025	Hon Lisa Wong J	18 October 2025	Hon Lisa Wong J
	20 October 2025	Hon D Yau J	25 October 2025	Hon D Yau J
	27 October 2025	Hon Leung J	1 November 2025	Hon Leung J
	3 November 2025	Hon ST Poon J	8 November 2025	Hon ST Poon J
	10 November 2025	Hon Winnie Tsui J	15 November 2025	Hon H Au-Yeung J
	17 November 2025	Hon Barnes J	22 November 2025	Hon Barnes J
	24 November 2025	Hon Wilson Chan J	29 November 2025	Hon Wilson Chan J
	1 December 2025	Hon Fung J	6 December 2025	Hon Fung J
	8 December 2025	Hon Anthony Chan J	13 December 2025	Hon Anthony Chan J
	15 December 2025	Hon K Yeung J	20 December 2025	Hon K Yeung J
	22 December 2025	Hon Johnny Chan J	27 December 2025	Hon Johnny Chan J
	29 December 2025	Hon Mimmie Chan J	3 January 2026	Hon Mimmie Chan J

2. The Duty Judge can be contacted at this mobile phone number: 9137 9005.



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3. Members are advised that there could be last-minute changes to the above roster. On the other hand, any updates to the above roster may not be made available by the Judiciary to the Law Society for publication in time. Members may wish to make inquiries with the Registrar direct to ascertain the duty judge on a particular day.
4. Circular 25-390 (PA) is superseded.



Index Reference :

Law Society: General

CIRCULAR 25-506 (PA)

31 July 2025

25-506 (PA) PUBLIC CONSULTATION

1. The Law Society, with the assistance of its specialist committees, reviews and comments on public consultations throughout the year. Members wishing to comment may send views on current public consultations to the Secretariat by the specified deadlines for consideration by the relevant specialist committees.
2. The following is a list of the current public consultations:

Consultation Paper		Specialist Committees	Deadlines for comment to the Law Society*	Contact at the Secretariat
New Consultation(s)				
(a)	FSTB Public Consultation on Enhancing Regulation of Licensed Money Lenders	Investment Products and Financial Services Committee	5 August 2025	adpa1@hklawso.c.org.hk
(b)	Consultation on draft FRR amendments, Guidelines for Internal Models Approach for FRR Market Risk Charges Calculation and General Principles for Model Risk Management	Investment Products and Financial Services Committee	15 August 2025	adpa1@hklawso.c.org.hk

* The above deadline is the Law Society internal deadline to allow sufficient time for the relevant draft submissions to be approved by the Council prior to the public consultation deadline.



Index Reference :

Law Society: General

CIRCULAR 25-507 (SG)

31 July 2025

25-507 (SG) THE HOSPITAL AUTHORITY

**Tender Invitation Notice for Expression of Interest
for Contract Advisor Consultancy Services**

1. The Hospital Authority ("HA") has issued a Tender Invitation Notice for Expression of Interest (EOI) for Contract Advisor Consultancy Services on 25 July 2025.
2. HA invites law firms to study the EOI Document in detail and submit proposals **before 12:00 noon on 8 August 2025 (Friday) (Hong Kong Time)**.
3. The EOI Document including any subsequent addendum can be downloaded from HA website at <https://www.ha.org.hk/> under heading of "Tender Notices".
3. Please click the following links for information on

[Tender Invitation Notice](#)

[Expression of Interest \(EOI\) for Contract Advisor Consultancy Services.](#)



Index Reference :

Property

CIRCULAR 25-508 (PA)

31 July 2025

25-508 (PA) HONG KONG HOUSING AUTHORITY

Tender Notification for Appointment of Solicitors for Conveyancing for Sale of Green Form Subsidised Home Ownership Scheme Flats 2024 (Repeat Circular)

1. The Hong Kong Housing Authority ("Housing Authority") invites all solicitors' firms for tender for appointment of solicitors for conveyancing for sale of Green Form Subsidised Home Ownership Flats 2024.
2. Detailed information and forms of tender can be obtained through e-mail to abby.ma@housingauthority.gov.hk and marked "Tender for Appointment of Conveyancing Solicitors – GSH 2024".
3. Please click [here](#) for a copy of the Tender Notification Notice with tender details. The Notice has also been published in the Government Gazette and posted on [Housing Authority](#) / [Housing Department's](#) website on 11 July 2025.
4. The tender documents have to be submitted **before 10:00 a.m. on Friday, 8 August 2025**.



Index Reference :

Law Society : General

CIRCULAR 25-509 (SD)

31 July 2025

25-509 (SD) CONTINUING PROFESSIONAL DEVELOPMENT (“CPD”) AND RISK MANAGEMENT EDUCATION (“RME”) REQUIREMENTS FOR THE 2024/25 CPD/RME PRACTICE YEAR

This Circular serves as a reminder of the CPD and RME requirements for the 2024/25 CPD/RME practice year and different ways in which the CPD and RME requirements may be met for solicitors, trainee solicitors and registered foreign lawyers, and matters ancillary thereto.

Ways in which the CPD and RME requirements may be met

1. There are a variety of ways for practitioners to meet their CPD requirements. Apart from attending courses, practitioners may undertake other activities to meet their CPD and RME requirements. These activities include writing articles and books, conducting legal research, writing dissertations, preparing for, presenting and facilitating approved training courses, participating in the work of approved Committees and institutions, and conducting coaching. These activities, other than being accredited with CPD points, would enable and facilitate interaction between senior and junior members of the profession and encourage passing on skills, knowledge and good tradition.

The accreditation guidelines of CPD and RME activities are set out in the following Information Packages:

[CPD Information Package](#) – (pages 9 to 21)

[RME Information Package](#) – (pages 21 to 28)

2. As always, the Law Society (“Society”) encourages practitioners to participate in pro bono work. If a pro bono activity is law-related and meets accreditation criteria of CPD activities, the organiser of the activity may apply to the Society for CPD accreditation of the activity. The accreditation criteria of CPD activities are set out on pages 1 and 2 of the CPD Information Package.



3. Alternatively, if a pro bono activity is law-related and involves delivery of talk, seminars or presentation at conference, instead of having the organiser applying for CPD accreditation of the activity, a practitioner may be able to claim CPD point(s) under the deemed accreditation system. Details of the deemed accreditation system are set out in Guideline 10 of the [CPD Information Package](#).

CPD requirements of solicitors

4. A solicitor holding a current practising certificate for the 2024/25 CPD practice year, which commenced on 1 November 2024 and ends on 31 October 2025, is required under rule 5 of the CPD Rules to accumulate 15 CPD points.

RME requirements of solicitors and registered foreign lawyers (“RFLs”) practising in Hong Kong Law Firms (“HK Firms”)

5. In the 2024/25 RME practice year ending on 31 October 2025:
- (a) a principal is required under [rule 6 of the RME Rules](#) to complete a core course for principals if this is the first practice year a solicitor becomes a sole proprietor or a partner and has been practising as such for 100 days or more;
 - (b) a non-principal solicitor is required under [rule 5 of the RME Rules](#) to complete a core course for non-principals if this is the first practice year a person becomes an assistant solicitor or a consultant and has been practising as such for 100 days or more. Trainee solicitors who have completed the trainee solicitor’s core courses and the compulsory first elective are exempt from completing the non-principal’s core course during the practice year in which they commence practice as a non-principal solicitor in a HK Firm after their admission as a HK solicitor. They are nevertheless subject to the annual RME elective obligations applicable to non-principal solicitors;
 - (c) an RFL practising in a HK Firm is required under [rule 5 of the RME Rules](#) to complete a core course for RFLs if this is the first practice year a person becomes an RFL and has been practising as such in a HK Firm for 100 days or more; or
 - (d) where [rule 7 of the RME Rules](#) applies, principals, non-principal solicitors, and RFLs are required under rule 7 of the RME Rules to complete 3 hours of RME courses or 6 hours if they have not done so in the immediately preceding RME practice year.

CPD and RME requirements of trainee solicitors

6. (a) Trainee solicitors are required to accumulate 15 CPD points (or where appropriate, complete the pro-rated annual CPD requirement set out in Table A of the CPD Information Package) in the 2024/25 CPD practice year;



- (b) They are also required to complete the trainee solicitor's core courses in the 2024/25 RME practice year if it is the first RME practice year in which the RME Rules apply to them (i.e. they are employed as trainee solicitors for 100 days or more in the current RME practice year), or the compulsory first elective in the 2024/25 RME practice year if it is the second RME practice year in which the RME Rules apply to them.

7. Compliance with the CPD and RME obligations is a condition precedent to admission as a solicitor in Hong Kong.

CPD requirements in mediation training

8. A solicitor-mediator on the Panel of General Mediators, Panel of Family Mediators or Panel of Family Mediation Supervisors of the Society ("Panels of Mediators of the Society") is required to accumulate not less than 20 CPD points in mediation training out of his or her annual CPD requirement during the 4 CPD practice years immediately preceding his or her application for renewal of Panel membership. Details of the CPD requirement for solicitor-mediators are set out on page 4 of the CPD Information Package.

Carrying over excess CPD points

9. Solicitors are permitted to carry over a maximum of 10 CPD points accumulated in excess of the CPD requirement in a CPD practice year to the immediately succeeding CPD practice year only.
10. As an exception to the normal carry over policy, a principal who has completed all requisite modules of the RME core courses for principals within the practice year specified under rule 6 of the RME Rules is permitted to carry over a maximum of 15 excess CPD points in a CPD practice year to the next immediately succeeding CPD practice year only.
11. In respect of RME elective courses, the following carry over policy set out in paragraph 4 of Section B of the [RME Information Package](#) applies:-
- (a) a solicitor may utilize a maximum of 3 CPD points obtained from completion of RME electives in excess of his or her annual CPD requirements to satisfy the RME elective requirement in the succeeding RME practice year only;
- (b) an RFL may utilize a maximum of 3 CPD points obtained from completion of RME electives in excess of his or her annual RME elective requirements to satisfy the RME elective requirement in the succeeding RME practice year only.
12. The normal carry over policy set out in paragraph 9 is also applicable to trainee solicitors. However, any excess CPD points accumulated during employment under the trainee solicitor contract cannot be carried over to the CPD practice year in which a trainee solicitor has been admitted as a solicitor.



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HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

Enquiries

13. All enquiries should be sent to:

Ms. Iris Cheung
Assistant Director, Professional Development
The Law Society of Hong Kong
Email: adpd@hklawsoc.org.hk



Index Reference :

**Companies/Bankruptcies/
Official Receiver's Office**

CIRCULAR 25-510 (PA)

31 July 2025

25-510 (PA) OFFICIAL RECEIVER'S OFFICE

**Tender for Providing Services to Complete
Preliminary Examination in Bankruptcy Cases
(Tender Reference: OR/B/2025)**

1. The Official Receiver's Office ("ORO") has issued a tender notice to invite interested parties to submit a tender for providing services to complete Preliminary Examination in Bankruptcy Cases.
2. For details, please click [here](#) for a copy of the letter from the Official Receiver's Office dated 29 July 2025.



Index Reference :

Law Society: General

CIRCULAR 25-511 (FA)

31 July 2025

**25-511 (FA) HONG KONG ECONOMIC AND TRADE OFFICE
IN BEIJING, GUANGDONG, SHANGHAI, CHENGDU AND
WUHAN**

BJETO, GDETO, SHETO, CDETO & WHETO Newsletters – July 2025

1. The BJETO, GDETO, SHETO, CDETO and WHETO Newsletters are regular publications by the Hong Kong Economic and Trade Offices in Beijing, Guangdong, Shanghai, Chengdu and Wuhan containing the latest information on the Mainland commercial and trade-related policies, laws and regulations and the economic and trade activities in Beijing, Guangdong, Shanghai, Chengdu and Wuhan.
2. Please click the following links for the July 2025 Edition (in Chinese only):
["BJETO" Newsletter](#)
["GDETO" Newsletter](#)
["SHETO" Newsletter](#)
["CDETO" Newsletter](#)
["WHETO" Newsletter](#)



Index Reference :

Legal Education/CPD

CIRCULAR 25-512 (SD)

31 July 2025

25-512 (SD) CONTINUING PROFESSIONAL DEVELOPMENT

Basic Course on Property Management

1. The Law Society ("Society") has since 2007 established a panel of solicitors ("Panel") to provide pro bono legal advisory services to the public through the Free Legal Advice Service on Building Management ("Scheme"). The Scheme was initially run by the Hong Kong Housing Society and has been administered by the Home Affairs Department, in collaboration with the Society, since January 2015.
2. The Hong Kong Academy of Law is providing a training programme on property management for solicitors who would like to be admitted onto the Panel. The training programme consists of five 2-hour sessions. Completion of all 5 sessions of this programme is one of the routes for admission onto the Panel. Subject to the vetting procedure undertaken by the Law Society, those who have completed this programme and compliance with the other requirements will be admitted onto the Panel and retained thereon for 3 years.
3. Details of the training programme are as follows:

Date	: Session 1 – Tuesday, 16 September 2025 Session 2 – Thursday, 18 September 2025 Session 3 – Tuesday, 23 September 2025 Session 4 – Thursday, 25 September 2025 Session 5 – Tuesday, 30 September 2025
Time	: 4:00 pm – 6:00 pm each session
Venue	: Function Room, The Law Society of Hong Kong, 3/F Wing On House, 71 Des Voeux Road Central, Hong Kong
Speaker	: Mr. Edwin Fong, Solicitor, Adjunct Lecturer of HKU SPACE
Language	: Cantonese
CPD Points	: 10 CPD points (2 CPD points per session)
Fees	: HK\$500 for the whole training programme
Registration	: Online registration



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4. Priority will be given to those practitioners who return the enrolment form duly completed with the reply slip applying to join the Panel. Otherwise, enrolment will be accepted on a first-come-first-served basis.
5. Please click here for Circular 25-488 for details of the operation of the Free Legal Advice Service on Building Management and the reply slip applying to join the Panel.
6. Please send all enquiries to enquiry@hklawacademy.org.



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Index Reference :

Law Society: General

CIRCULAR 25-513 (MS)

31 July 2025



25-513 (MS) ANNUAL CONFERENCE OF IN-HOUSE LAWYERS 2025

Invitation for Law Firm Sponsorship (Deadline extended to 22 August 2025)

1. Organised by the In-House Lawyers Committee ("IHLC"), Annual Conference of In-house Lawyers 2025 ("the Conference") will be held on Wednesday, 24 September 2025 at the Hong Kong Ocean Park Marriott Hotel. The Conference aims at providing a platform for in-house legal professionals to address key issues facing the industry. The Conference last year attracted a registration of around 400 participants joining in-person and online.
2. Themed "The Future of Lawyers: Innovation, Strategy, and Resilience", the Conference this year will cover multiple topics, exploring the unique challenges and opportunities faced by Hong Kong legal professionals in the era of technological empowerment.
3. The Conference provides a great platform for your law firm to expose your brand to legal professionals representing different industries and sectors, from the Greater China region and overseas jurisdictions. IHLC wishes to invite law firms to be sponsors of this landmark annual event.



4. The details of the Conference are as follows:

Date:	Wednesday, 24 September 2025 (Hong Kong time)
Time:	9:00 am to 5:00 pm
Venue:	Hong Kong Ocean Park Marriott Hotel , 180 Wong Chuk Hang Road, Aberdeen, Hong Kong Special Administration Region
Format:	Hybrid
Language:	English (with Simplified Chinese simultaneous translation subtitles)
Participants:	Around 400 members from The Law Society of Hong Kong and legal professionals, as well as guests from the Greater China region and overseas, with priority given to in-house lawyers
Registration fee:	In-person participation: • In-house lawyers: HK\$200 per person • Private practitioners and others: HK\$800 per person Online participation • For all members: Free

Remarks: CPD points will be applied for and only eligible for in-person participants.

5. Please click [here](#) for the sponsorship package. If your law firm is interested in sponsoring the Conference, please complete the [sponsorship form](#) and send to inhouselawyers@hklawsoc.org.hk by **Friday, 22 August 2025**.
6. For any queries, please contact Ms Ruth Chan on +852 2846 0530 or inhouselawyers@hklawsoc.org.hk.



Index Reference :

Law Society: General

CIRCULAR 25-514 (MS)

31 July 2025

25-514 (MS) EXTENDED SITUATIONS VACANT SERVICE FOR STUDENT MEMBERS

A job listing platform for law firms/corporate legal departments to recruit law students (Repeated Circular)

1. The Standing Committee on Member Services has launched the "Extended Situations Vacant Service for Student Members" ("ESV") in 2022, a recruitment service to facilitate job matching between law firms/corporate legal departments and Student Members of the Law Society for vacancies of non-qualified roles e.g. summer interns, part-time legal assistants, short-term legal researchers etc. With this platform, the Law Society aims at **providing more opportunities for our Student Members, who are currently pursuing their studies as a law student, to find jobs that they could take up during their studies** and gain work experience from, thereby equipping themselves for their future career paths after graduation.
2. Law firms/Corporate legal departments are invited to post jobs targeting law students on the ESV platform. The job postings will be circulated among Student Members directly on a biweekly basis. This service is offered to law firms/companies **FREE OF CHARGE**.
3. Please refer to the [information sheet](#) for full details of the ESV including application procedures and specifications of ESV job postings etc. The posting schedule for the coming months is set out [here](#).
4. For enquiries, please contact the Finance and Administration Department at administration@hklawsoc.org.hk.



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Index Reference :

Law Society: General

CIRCULAR 25-515 (MS)

31 July 2025

25-515 (MS) SWIMMING GALA 2025

Enrolment is now open!

Sunday, 24 August 2025

(Repeated Circular)





1. To promote a healthy lifestyle through swimming and encourage members to enjoy this water sport with their children or grandchildren, the Swimming Team under the Recreation and Sports Committee is organising its annual swimming gala this August. The details of the Swimming Gala 2025 (the “Swimming Gala”) are as follows:

Date: Sunday, 24 August 2025
Time: 12:30 p.m. to 1:00 p.m. – Warm up session
1:00 p.m. to 5:30 p.m. – Individual and relay events
Venue: South Island School Swimming Pool
50 Nam Fung Rd, Aberdeen, Hong Kong
Fee: Flat entrance fee of \$150 per child
(participants will only be charged once even if they enter multiple events)

2. There will be three major event categories:

- a. **Individual events** – Members' children or grandchildren are grouped by gender and age. Events include kickboard, freestyle, breaststroke, backstroke, and butterfly. Distance varies depending on age group.
- b. **2 x 25M Family Relay** – To promote family harmony and strengthen parent-child relationship among members, one member or his/her spouse (MUST be the father, mother, grandfather or grandmother of the child), and one child or grandchild can form a relay team. There are no restrictions for the swimming style for 2 x 25M Family Relay.
- c. **4 x 25M Children Relay** – Members' children or grandchildren MUST form a mixed-gender relay team of FOUR, with at least one male and one female participant in each team. Each participant cannot swim more than 25 metres. There are TWO age categories:
 - Category A: The total age of the four participants must not exceed 18.
 - Category B: The total age of the four participants must not exceed 35.There are no restrictions on swimming style for either category of the 4 x 25M Children Relay. **Registration will open on the day of the competition.**

3. Children and grandchildren participants will be grouped into different age categories. Age will be calculated as of the event date, 24 August 2025. Please refer to the chart below for details of each age group.

Age group	Date of birth
Aged 2-4	Born in the period from 25 August 2020 to 24 August 2023
Aged 5-6	Born in the period from 25 August 2018 to 24 August 2020
Aged 7-8	Born in the period from 25 August 2016 to 24 August 2018
Aged 9-10	Born in the period from 25 August 2014 to 24 August 2016
Aged 11-12	Born in the period from 25 August 2012 to 24 August 2014
Aged 13-14	Born in the period from 25 August 2010 to 24 August 2012
Aged 15-16	Born in the period from 25 August 2008 to 24 August 2010
Aged 17-18	Born in the period from 25 August 2006 to 24 August 2008



4. Please see below for the event/competition categories by age group.

Age Group/ Event	25M Kick- board	25M Free- style	25M Breast- stroke	25M Back- stroke	25M Butter- fly	50M Free- style	50M Breast- stroke	50M Back- stroke	Family Relay (2 x 25M)
2-4	√	√	√						√
5-6	√	√	√	√					√
7-8	√	√	√	√					√
9-10		√	√	√	√				√
11-12					√	√	√	√	√
13-14					√	√	√	√	√
15-16					√	√	√	√	√
17-18					√	√	√	√	√

5. Medals will be awarded to the champion, 1st runner up and 2nd runner up in each event and a Certificate of Participation will be presented to all participants who complete their events. The swimmer with the highest total points in each age group, by gender, will receive the Individual Champion Trophy. Successful participants will receive full details of the rules and regulations, including the scoring system, in due course.

6. **Enrolment**

For members interested in taking part or enrolling their child(ren) or grandchild(ren) in the Swimming Gala, please complete the **two-step registration process on or before Friday, 8 August 2025**. Please click [here](#) for detailed enrolment procedures.

7. **Parental Responsibility**

Members are responsible for determining whether the programmes, activities or events are suitable for their child(ren) or grandchild(ren) taking into account their individual circumstances, abilities, and medical conditions.

8. **Event Disclaimer**

The Swimming Team reserves the full right to alter the event schedule, content, and rules, or otherwise cancel any event(s) or the Swimming Gala.

9. **Statement on Use of Event Photos and/or Videos**

The event may be photographed, videotaped, screen captured and/or video recorded for the Law Society's records and/or promotion of future events. By participating in this event, you and any accompanying person(s) (where applicable) consent to be photographed, videotaped, screen captured and/or video recorded, and permit the Law Society to use such image(s) for internal records, educational and marketing purposes, including promotional materials such as, but not limited to, the Law Society's websites, social media platforms and publications. In the case where your minor child(ren) or grandchild(ren) take(s) part in the event, you give permission to the Law Society to use your child(ren) or grandchild(ren)'s images for the aforesaid purposes.

10. For enquiries related to the Swimming Gala, please email us on RnS@hklawsoc.org.hk.



Index Reference :

Law Society: General

CIRCULAR 25-516 (MS)

31 July 2025

25-516 (MS) RECREATION AND SPORTS PROGRAMME

THE LAW SOCIETY OF HONG KONG

THE RECREATION AND SPORTS PROGRAMME 2025

RSC TEAMS & GROUPS

The R&S Programme is an annual programme under the Recreation and Sports Committee ("RSC"). It aims at encouraging members to lead a balanced life within demanding work routines and to network with their fellow members and other professional bodies by taking part in various recreational and sporting activities.

Currently, the RSC has 14 sports teams and 9 recreational groups which provide year-round training sessions, classes and activities. There are also mega annual events such as the Recreation and Sports Night, Members and Family Fun Day and Swimming Gala that are all dynamic and fun-filled. RSC will also send member representatives to take part in various joint professional competitions and invitational events held in other jurisdictions.

MEGA ANNUAL EVENTS

Registration:
The annual fee for joining the 2025 Programme is HK\$100, and is waived for student members.

Click here to sign up now!

Enquiries: RnS@hklawsoc.org.hk

1. The Recreation and Sports Committee ("RSC") is a subcommittee under the Standing Committee on Member Services. Through encouraging members to take part in various recreational and sporting activities, the Law Society enables members to have a balanced life within demanding work routines and to network with fellow members and external parties.



- Please click the link(s) below for details of the upcoming RSC activities.

Practice/Training

[Recreation and sports practice & class timetable](#)

- For those who are interested in joining the RSC activities above, please sign up for the Recreation and Sports Programme (the "Programme") 2025 according to the [enrolment and payment instructions](#). *If you have already joined the Programme 2024, your membership has been automatically renewed until 31 December 2025, and it is not necessary for you to enroll in the Programme 2025.* Please click [here](#) for more details.
- The Law Society provides a set of safety guidelines for most of the RSC activities. The safety guidelines can be found at the [RSC webpage](#) (Member's Zone login is required).
- If you have any enquiries, please feel free to contact us on RnS@hklawsoc.org.hk.



31 July 2025

PROBATE

Enquiries From Solicitors On Wills, Codicils And Other Testamentary Dispositions

An enquiry has been received from solicitors as to the existence of a will, codicil or other testamentary disposition made by the following deceased persons. If you are holding the original or a copy of any of these documents, you are requested to contact the enquiring firm directly within 14 working days.

Members are reminded to exercise due care when responding to enquiries in order to avoid any breach of the duty of confidentiality which they owe to the testator or the testator's personal representatives.

Name of Deceased Person	Date of Death	Hong Kong Identity Card No (save as otherwise specified)	Enquiring Firm
CHAN FUN (陳芬)	26 July 1997	B636244(9)	WONG POON CHAN LAW & CO.
YIM MUI (嚴梅)	27 September 2023	B636245(7)	WONG POON CHAN LAW & CO.
LYN CHYN TENG (林勤棠)	30 October 2023	中華民國國民身份證 C120116762	LO & FUNG
CHEUNG CHOI CHIU (張財照)	16 January 2025	E960993(1) 及 港澳居民來往內地 通行證號碼 H0620883800	YIP TSE & TANG
XING YUHUA (邢玉華)	21 October 2023	中華人民共和國 港澳居民居住證 210221196901090648 及 中華人民共和國護照 EL1500880	ADRIAN LAU & YIM LAWYERS



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KWAN KEE LEE (關其利) Alias (关其利)	23 June 2011	A483332(8) 及 港澳居民來往內地 通行證號碼 H0550488100	ANTHONY SIU AND COMPANY
SIN KWAN WING (冼坤榮)	Certified dead on 12 March 2019	B911415(2)	NG, LIE, LAI & CHAN
WONG MAN LING (黃敏玲)	24 October 2022	A990246(8)	NG, LIE, LAI & CHAN
WONG KAM HON (黃錦漢)	24 April 2021	B851253(7)	YUNG, YU, YUEN & CO. SOLICITORS
KWOK YUN TIM (郭潤甜)	09 February 2021	B948797(8)	YIP TSE & TANG
YIP WAR (葉窩)	12 March 2012	B948798(6)	YIP TSE & TANG
CHENG FUK TIN (鄭福田)	21 June 2025	B174465(3)	PETER W.K. LO & CO
TANG YAU (鄧友) Alias (邓友)	17 June 2023	C003909(6)	TERRY YEUNG & LAI SOLICITORS
CHENG CHEONG (鄭昌) Alias (郑昌)	24 May 2007	H383101(0)	C.L. CHOW & MACKSION CHAN, SOLICITORS
TING WAI MIN (丁惠民)	18 May 2025	A397063(1)	K.B. CHAU & CO.
POON SHUK FU (潘淑富)	08 November 2007	R273946(0)	ANTHONY SIU AND COMPANY



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HO HAO TONG (何厚鏘)	29 April 2025	MACAU IDENTITY CARD NO. 5003458(6) 及 港澳居民來往內地通行證 號碼 M06990116	DARIN LEUNG & PARTNERS
YAU TING CHUNG (丘定忠)	12 May 2013	B372762(4)	LI & PARTNERS
HO TAI KIN (何大健)	21 March 2025	K524192(8) 及 港澳居民來往內地 通行證號碼 H09633916	AUGUSTINE C.Y. TONG & CO., SOLICITORS
KEUNG WING CHEUNG (姜永祥)	27 October 2001	A590422(9)	RICARDO LEE & ASSOCIATES LAW OFFICE
CHEUNG TSZ SHING (張子成)	01 June 2025	P037383(8)	CHEUNG FUNG & HUI
KWOK FUK YING (郭福英)	Certified dead on 13 December 2019	K776494(4)	CHEUNG FUNG & HUI
LEE CHIU LAM (李超霖)	21 June 2025	E094392(8)	KONG & TANG, SOLICITORS
NG YIP FEI LEO (吳曄暉)	30 May 2025	D634593(0)	IU, LAI & LI SOLICITORS & NOTARIES
TSANG YUK KING (曾玉琮)	Discovery on 16 October 2023	P938232(5)	M.C.A. LAI SOLICITORS LLP
MOHAMMAD SHAHZAD	Certified dead on 13 December 2022	P117451(0)	TANG, WONG & CHOW
MAK KWONG HUNG (麥廣洪)	06 April 2023	B537518(0)	CHUNG & KWAN, SOLICITORS
RAN XIAOQIN (冉小琴)	Certified dead on 14 March 2025	M746815(1)	FONG YIN CHEUNG & CO.



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SHIN CHI LAM (冼梓林)	Within about one day prior to discovery on 18 February 2025	A447552(9)	HOWSE WILLIAMS
NG CHUEN WAI (吳全偉)	18 May 2025	A688730(1)	SHUM WONG & CO., SOLICITORS
QIU YALING (邱亞玲)	02 July 2025	R528968(7)	S.T. CHENG & CO., SOLICITORS
ZHANG XIN (張新) Alias CHEUNG KWONG YUNG (張光墉) Alias (張新)	28 March 2023	P883273(4) 及 中華人民共和國 居民身份證 440301195901122935	PATRICK MAK & TSE
TANG SIU CHUN (鄧笑珍)	13 May 2025	B511144(2)	TAM & PARTNERS, SOLICITORS
FU CE JUN (符策君)	07 October 2022	D440573(1)	NG & SHUM
CAI HUIHUI (蔡暉暉) Alias (蔡暉暉)	05 December 2024	M399542(4) 及 港澳居民來往內地 通行證號碼 H60205306	HARMONY NG & ASSOCIATES
(周娟)	25 April 2025	中華人民共和國 居民身份證 420124198009110080	YIP TSE & TANG
LI PING (李冰)	28 April 2024	K582765(5)	YIP TSE & TANG
LO SHUK HING (盧淑馨)	14 March 2021	K646335(5)	FRANCIS KONG & CO
LI CHIN WAN (李展雲)	24 March 2008	B604924(4)	S.T. CHENG & CO., SOLICITORS



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LO SZE ON (羅士安)	09 April 2021	A046795(5)	YIP TSE & TANG
MA MING FAI (馬明輝)	Certified dead on 28 December 2023	G360089(A)	BOASE COHEN & COLLINS
KOO HO MING (古浩銘)	Certified dead on 16 August 2023	Y837246(0)	HO & ASSOCIATES
LAU HIU FUNG (劉曉峰)	31 January 2005	H110654(8)	HA & HO, SOLICITORS
LAU TAK SANG (劉德盛) Alias LAU WILLIAM TAK SANG	10 September 2023	A082637(8) & Australia Passport No. PB4354493	LO & LO