



**Majlis Peguam
Bar Council Malaysia**

Circular No 155/2012

Dated 19 July 2012

www.malaysianbar.org.my

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To Members of the Malaysian Bar

Track Your Firm's Sijil Annual/Practising Certificate 2012 and 2013 Online

The "Track Your Firm's Sijil Annual/Practising Certificate Online" feature was uploaded on the Malaysian Bar website on 15 Sept 2011 to enable the authorised representative of a firm to access information regarding the Sijil Annual/Practising Certificate 2012. We are happy to announce that this system now allows for the tracking of Sijil Annual/ Practising Certificate 2012 and 2013.

Authorised representatives who have received the firm's user identification login ("user ID") and password may log in and access the following information:

- (1) Whether the Sijil Annual/Practising Certificate 2012 and/or 2013 of each of the firm's practitioners is ready for collection;
- (2) For firms in Kuala Lumpur or Selangor, whether the Sijil Annual/Practising Certificate 2012 and/or 2013 of each of the firm's practitioners has been collected by the authorised representative; and
- (3) For firms in states other than Labuan, Kuala Lumpur or Selangor, whether the Sijil Annual/Practising Certificate 2012 and/or 2013 of each of the firm's practitioners has been sent by the Bar Council Secretariat to the respective State Bar committees.

The Bar Council has released via email the firm's user ID and password to access the feature to a total of 1,099 firms as at 16 July 2012.

For firms who have yet to nominate their authorised representative, kindly submit the particulars of the authorised representative by completing the attached Registration Form and returning it together with a cover letter on your firm's letterhead as soon as possible. All information provided will be kept in the strictest confidence.

Please take note that only one user ID and password will be provided for each firm. All offices of a firm are advised to liaise with the firm's authorised representative to check the status of their practitioners' Sijil Annual/Practising Certificate 2012 and/or 2013.

Do not hesitate to contact Hemalatha Subramaniam (03-2050 2167) or Sree Gayithiri Maruthuvellu (03-2050 2164), or send an email to tracksa@malaysianbar.org.my, should you require any clarification.

Thank you.

Tony Woon Yeow Thong
Secretary
Malaysian Bar



INTERNATIONAL MALAYSIA LAW CONFERENCE

26-28 September 2012

Kuala Lumpur Convention Centre, Malaysia

www.internationalmlc.com

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GLOBAL
VIEWPOINTS"**



Track Your Firm's Sijil Annual/Practising Certificate Online Registration Form

Please take note that only one user ID and password will be emailed to the authorised representative from each firm.

1. Name of Firm

2. Name of Authorised Representative

3. Designation of Authorised Representative

4. Office Address of the Authorised Representative

5. Email Address of the Authorised Representative (please provide only one email address)

Kindly complete this Registration Form and return it together with a cover letter on your firm's letterhead by post to the following address:

*Bar Council
15 Leboh Pasar Besar
50050 Kuala Lumpur*

Do not hesitate to contact Hemalatha Subramaniam (03-2050 2167) or Sree Gayithiri Maruthuvellu (03-2050 2164), or send an email to tracksa@malaysianbar.org.my, should you require any clarification.