

## Workshop on

# Drafting Written Submissions and Cause Papers on Civil Procedure

4 Nov 2016 (Friday) | 2:30 pm to 5:30 pm

Raja Aziz Addruse Auditorium  
Straits Trading Building, Unit 2-02A, 2<sup>nd</sup> Floor  
2 Leboh Pasar Besar, 50050 Kuala Lumpur

**Registration fee | RM20 (inclusive of 6% GST)**

**CPD Code: T3/04112016/BC/BC161219/2**

**Registration for the event will begin at 2:00 pm**

Calling all young lawyers and pupils in chambers!

The Bar Council National Young Lawyers Committee ("NYLC") is organising a workshop on drafting written submissions and cause papers on civil procedure. This workshop will cover the following topics:

- The role of written submissions;
- Preparing submissions: creating a road map and directing traffic;
- The importance of the 4C's — clarity, conciseness, contour and citation — and connecting the law with the facts;
- Submissions after trial and submissions on appeal: how do they differ?; and
- The relationship between written and oral submissions.

### About the Speaker

**Foo Joon Liang** was called to the Malaysian Bar in 2000. His practice focuses on dispute resolution and advisory work. He appears in a broad spectrum of litigation and arbitration matters, with his main focus being construction and securities transaction disputes. He regularly appears as counsel at all levels of the Malaysian courts, and as arbitrator.

Joon Liang is a Fellow of the Chartered Institute of Arbitrators, United Kingdom. He is certified by the Kuala Lumpur Regional Centre of Arbitration ("KLRC") as an adjudicator, and sits on the KLRC's panel of adjudicators as well as its panel of arbitrators.



Organised by  
Bar Council  
National Young Lawyers Committee  
15 Leboh Pasar Besar, 50050 Kuala Lumpur  
Tel: 03-2050 2050

The personal information that you provide to the Bar Council, whether now or in the future, may be used, recorded, stored, disclosed or otherwise processed by or on behalf of the Bar Council for the purposes of facilitation and organisation of this event, research and audit, and maintenance of a participant database for the promotion of this event, and such ancillary services as may be relevant.



### I would like to register for the event (all fields must be completed):

Name: \_\_\_\_\_

☐ Member ☐ Pupil in Chambers ☐ Law Student ☐ Non-Member  
(Tick where applicable)

Membership No (Members of the Bar only): \_\_\_\_\_

NRIC No (Pupils / Law Students / Non-Members): \_\_\_\_\_

Email: \_\_\_\_\_

Name of Firm / Organisation: \_\_\_\_\_

Preferred Name for GST Tax Invoice: \_\_\_\_\_

GST Registration No: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

#### Payment options:

- (1) Direct deposit to CIMB Bank Berhad (Account No: 8000-281-191; SWIFT Code: CIBBMYKL); or
- (2) Cheque or bank draft, payable to "Bar Council"; or
- (3) Cash payment, at the ground floor of the Bar Council Secretariat

All payments must be made in advance of the event, and include all bank charges. Registration will be confirmed once proof of payment is provided by email or fax, and full payment is received.

Places are limited and registration is on a first-come, first-served basis.

Cancellations must be made in writing. There will be no refunds for cancellations made after **1 Nov 2016 (Tuesday)** but substitutions are allowed. The organiser reserves the right to modify, cancel or postpone the event, should circumstances arise that make such action necessary, whereupon all registration fees paid will be refunded.

- (1) No recording of the event is permitted via any means at any time.
- (2) No part of the event content may be used/reproduced in any form without the written and explicit consent of the Bar Council and speaker(s).

Points for the Continuing Professional Development ("CPD") Scheme will not be awarded to Members of the Bar and pupils in chambers who arrive more than 15 minutes late, are not present throughout the event, or leave before its scheduled end.

Please direct all correspondence (including completed registration forms and proof of payment) and enquiries to:

**Muhammad Bazli Naim b Abdul Aziz**  
(03-2050 2094; bazli@malaysianbar.org.my), or  
**Vanimalar Money Selvam**  
(03-2050 2100; vanimalar@malaysianbar.org.my)  
**Fax: 03-2032 2043**