

Getting Started! A Guide for Young Lawyers

All You Need to Know as a Young Lawyer About Risk Management and Running Your Own Firm

Firm Management Essentials (Part 3)

24 Sept 2026 (Thursday) | 3:00 pm to 4:30 pm

Registration Fees

Member of the Bar	RM30
Pupil in Chambers / Law Student	RM15
Non-Member	RM90

At the Bar Council National Young Lawyers and Pupils Committee (“NYLPC”), we recognise the importance of having the right information to start your firm independently or collaborate with a partner. *Getting Started!* is a three-part series offering fundamental guidance on setting up your firm. Whether you are a young lawyer or looking to make a change, this series offers ideas and insights on starting and managing a firm effectively.

The *Getting Started!* Series covers the following topics:

- (1) **Starting Out on Your Own (16 July 2026) (Part 1)**
Choosing the right business structure (Group Law Practice, Limited Liability Law Partnership, etc), creating strategies for growth and understanding legal, statutory and indemnity requirements.
- (2) **Law Firm Accounts Management (10 Sept 2026) (Part 2)**
Understanding solicitors’ accounts, record-keeping and invoicing.
- (3) **Firm Management Essentials (24 Sept 2026) (Part 3)**
Covering document management, client management and organisational skills, including publicity.

The series is jointly organised by the Bar Council Risk Management and ELEVATE Committee (“RMEC”) and NYLPC as part of their continuing efforts to support professional development, enhance risk awareness and promote best practice within the legal profession.

Part 3

Programme:

3:00 pm	Introduction by moderator, Anushka Rao , <i>Pupil in Chambers, Shearn Delamore & Co.; Member, NYLPC</i>
3:00 pm to 3:05 pm	Opening Remarks by Anishaa Sundramoorthy , <i>Chairperson, NYLPC</i>
3:05 pm to 4:00 pm	Session on “ Firm Management Essentials ” by Jamie Wong , <i>Founder and Head of Litigation, Jamie Wong Advocates & Solicitors</i>
4:00 pm to 4:30 pm	Question-and-Answer Session

[Register online here](#)

Microsoft Teams
Webinar



Speaker



Jamie Wong, *Founder and Head of Litigation, Jamie Wong Advocates & Solicitors*

Jamie Wong is an experienced advocate and solicitor focusing on corporate and commercial litigation in the High Court and Appellate Courts. Her clientele includes private individuals and public-listed companies, both local and international. She was called to the Bar of England and Wales (Middle Temple) in 2007 and was admitted as an advocate and solicitor of the High Court of Malaya after completing her pupillage under Ranjit Singh. Jamie has practised at Simmons & Simmons (Hong Kong) and Zaid Ibrahim & Co., before establishing her own practice.

Jamie regularly speaks at conferences, seminars and educational events, contributing actively to the legal profession. A proponent of blending legal expertise with interpersonal skills and the arts, Jamie encourages aspiring lawyers to think beyond textbooks. She also contributes to notable legal publications, sharing her insights with the broader community.

Moderator



Anushka Rao, *Pupil in Chambers, Shearn Delamore & Co.; Member, NYLPC*

Anushka Rao is a pupil in chambers at Shearn Delamore & Co. She currently serves on NYLPC for the 2026/27 term and is also a current member of the Pupils Affairs Committee of the Kuala Lumpur Bar.

Terms and Conditions

Event Policy

Places are limited and registration is on a first come, first served basis. The registration for this session will close on **24 Sept 2026 (Thursday)**, at **3:00 pm**.

For events with registration fees, all payments must be made in advance, including bank charges. Registration will be confirmed once proof of payment is provided by email or fax, and full payment is received.

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.

Cancellation

Cancellations must be made in writing.

Please note that there will be **no refunds** for cancellations, but substitutions are allowed. Kindly inform us in writing with the relevant details at least **three** days in advance.

If you have failed to inform the organiser on your cancellation for three consecutive times, you may be blacklisted for future events.

Transferral

You are allowed to transfer your place to another participant, but you must notify the organiser with the necessary details at least **three** days in advance.

Attendance

CPD points for the CPD Scheme will not be awarded to lawyers and pupils in chambers from Peninsular Malaysia who arrive more than 15 minutes late, are not present throughout the event, or leave before its scheduled end.

Privacy

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

Disclaimer

- Materials (if any) will be emailed only. No printed notes will be provided.
- No recording of the event is permitted via any means at any time.
- No part of the event content may be used / reproduced in any form without the written and explicit consent of the Malaysian Bar and speaker(s).



Organised by:

Bar Council Risk Management and ELEVATE Committee
and
Bar Council National Young Lawyers and Pupils Committee

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risk management

Issued by:

R Jayabalan and Dato' Arthur Wang, Co-Chairpersons, Bar Council Risk Management and ELEVATE Committee; and
Anishaa Sundramoorthy, Chairperson, Bar Council National Young Lawyers and Pupils Committee