



Tel: 20313003 (Hunting Line)  
Fax: 20342825/20261313/20725818  
E-mail: [council@malaysianbar.org.my](mailto:council@malaysianbar.org.my)  
Website: <http://www.malaysianbar.org.my>

**Majlis Peguam  
Bar Council  
Malaysia**

No. 13, 15 & 17 Leboh Pasar Besar  
50050 Kuala Lumpur  
Peti Surat 12478  
50780 Kuala Lumpur  
Malaysia

Circular No. 221/2008

Date: 28<sup>th</sup> August 2008

**TO ALL MEMBERS OF THE MALAYSIAN BAR**

**SIJIL ANNUAL 2009**

Pursuant to Section 32 of the Legal Profession Act 1976, we annex herewith a Form of Application for Sijil Annual 2009 and Practising Certificate Form 2009 together with other relevant documents which are to be returned to the Secretariat duly completed with the relevant **annexures not later than 15 October 2008**. We will not be responsible for any delay in the issuance of the Sijil Annual in respect of applications received after the said date.

Members may obtain the application form by the following means:-

- a) Download from the attachment to this email or from the Malaysian Bar website by going into [http://www.malaysianbar.org.my/sijil\\_annual.html](http://www.malaysianbar.org.my/sijil_annual.html) "or"
- b) Collect a copy of the application form from your respective State Bar Committee. (Selangor & Kuala Lumpur members may also collect their application forms from the Bar Council Secretariat.)

To enable the Secretariat to deal with your application expeditiously, kindly ensure that all applications are accompanied by the following together with the checklist :-

1. **Cheque/Receipt for RM100.00** made payable to "Bar Council Compensation Fund" for the year 2009;
2. **Cheque/Receipt for RM60.00** made payable to "Bar Council Discipline Fund" for the year 2009;
3. **Receipt/cheque for RM760.00** made payable to the "Bar Council" for the following funds for 2008: [Subscription Fund (RM450.00), Building Fund (RM100.00), Legal Aid Centre (RM100.00), Sports Fund (RM10.00)] and Law Care Fund (RM100.00). (If payment for the above is made after 30.6.2008, kindly include an additional RM450.00 being the penalty pursuant to Section 46(6) of the Legal Profession Act 1976);

(All outstation cheques, please include Bank Commission failing which the cheques will have to be returned for the additional payment);

4. **Certificate/s** from the relevant **State Bar Committee/s** (for sole proprietor/partner to include Certificate/s of all branch offices, if any) certifying that there are no arrears of Subscription for the year 2008;
5. *Applicable to Legal Assistants and Consultants Only:* Particulars of practice for the whole period from 1.1.2007 until the date of application in the form of a **Statutory Declaration** as attached;
6. *Applicable to Sole Proprietors & Partners Only:* Particulars of clients' account/s pursuant to Section 13 of the Solicitors' Account Rules 1990 in the form of a **Statutory Declaration** as attached;
7. **Accountant's Report** (including all branch offices, if any) for the period **1.1.2007 to 31.12.2007** in the form prescribed by the Accountant's Report Rules 1990, duly signed and rubber-stamped by the Accountants; **and / or** for those who have not maintained a clients account during the relevant period, please provide a Statutory Declaration to that effect. However, the Bar Council reserves the right to request further evidence to be furnished, eg. a certificate from an Accountant to confirm that no clients account was maintained; and

8. **Professional Indemnity Insurance cover** issued by **Jardine Lloyd Thompson Sdn Bhd**, (hereinafter referred to as "JLT") Insurance Brokers & Risk Consultants for the year 2009.

**NB: Please contact JLT DIRECTLY** for all enquiries pertaining to Professional Indemnity Insurance at:

**Jardine Lloyd Thompson Sdn. Bhd.**  
**Suite 10.2, 10<sup>th</sup> Floor, Faber Imperial Court**  
**21A, Jalan Sultan Ismail, 50250 Kuala Lumpur**  
**Tel: 03 – 272 333 88 Fax: 03 – 272 333 01**

[www.myPII.com.my](http://www.myPII.com.my)

Members who are exempted or require exemption from producing the Accountant's Report for the relevant period or any part thereof are advised to refer to the Accountant's Report Rules 1990 and the Advocates & Solicitors (Issue of Sijil Annual) Rules 1978.

Your attention is drawn to Section 32(3) of the Legal Profession Act 1976 which reads as follows:-

*"Disciplinary proceedings may be taken against any advocate and solicitor if in, or in relation to, an application under this section he makes a false statement material to the application."*

Those who have decided to cease practice are required to notify the Bar Council by way of Notice of Cessation of Practice supported with a Statutory Declaration as prescribed under the Rulings on Cessation of Practice, which can be obtained from the Secretariat or downloaded from [www.malaysianbar.org.my](http://www.malaysianbar.org.my).

#### **IMPORTANT NOTICE**

Please take note of the following:-

- Failure to notify the Council of your cessation of practice may result in the Council proceeding to institute injunction proceedings and any costs incurred by the Bar Council in filing the Injunction proceedings may have to be borne by the member concerned.
- All Subscriptions received are non-refundable irrespective of whether the member was in practice for the year or any part thereof.
- Incomplete applications submitted by hand **may be rejected** at the counter **and incomplete applications** received by post/courier **may be returned** to members by post in order to overcome the burden of unnecessary retrieval of files. The Bar Council will not be responsible for any documents lost in transit.
- All applications will be dealt with on a first come first served basis.
- Members are requested to make inquiries with the Secretariat regarding the status of their applications if they do not receive any response within 2 weeks of submitting their applications.

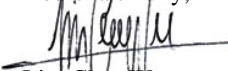
To assist the Secretariat in expediting your applications, your cooperation is sought to kindly submit your application and supporting documents duly arranged in the order as listed out in the checklist.

Should you require any clarification or assistance, please contact the Membership Department:

Staff: Ms Nalini (ext 186), Ms Parames (ext 115), En. Esman (ext 163),  
Mr Kalai (114), Cik Zurina (ext 163), Ms Hema (ext 113)  
Officer: Ms Kwan (ext 119)  
Executive Officer: Ms Veni (ext 116)

Thank you.

Yours faithfully,

  
- Lim Chee Wee  
Secretary