



Singapore  
Institute of Legal Education

**Guide to the SILE CPD Scheme 2014  
(Phase 1)**

Effective 1 January 2014

The information in this Guide is correct as at 1 January 2014. You are advised to refer to the Legal Profession (Continuing Professional Development) Rules 2012 and the Guidelines on the Continuing Professional Development Scheme 2012. In the event of any conflict or inconsistency between the contents of this Guide and the CPD Rules 2012 (including the CPD Guidelines 2012 and CPD Advisories), the following shall prevail (in order of precedence): (a) [CPD Rules 2012](#); (b) [CPD Guidelines 2012](#); (c) [CPD Advisories](#); (d) CPD Guide 2014.

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## **A. CPD REQUIREMENTS**

### **1. Introduction**

- 1.1. Phase 1 of the Continuing Professional Development Scheme ('CPD Scheme') was implemented on 1 April 2012.
- 1.2. This Guide sets out the CPD Requirements for CPD Year 2014 which will run from 1 January 2014 to 31 December 2014.
- 1.3. This Guide is based on the following sources: Legal Profession (Continuing Professional Development) Rules 2012 ('CPD Rules 2012') and the Guidelines on the Continuing Professional Development Scheme 2012. The Institute recommends that you read this Guide together with – not instead of – these sources. Please also refer to the advisories which the Institute may issue from time to time.

### **2. Lawyers required to undertake CPD Activities**

- 2.1. For CPD Year 2014, all advocates and solicitors admitted to the Singapore Bar **on or after 2 January 2009** ('Newly-qualified Lawyers') and holding a Singapore practicing certificate ('Practising Certificate') must meet the CPD Requirements set out in the CPD Rules 2012.
- 2.2. For CPD Year 2014, the following lawyers are *not* subject to CPD Requirements under the CPD Rules 2012:
  - 2.2.1. Newly-qualified Lawyers practising as locum solicitors;
  - 2.2.2. Advocates and solicitors admitted to the Singapore Bar on or before 1 January 2007;
  - 2.2.3. Foreign lawyers; and
  - 2.2.4. Holders of the Foreign Practitioner Certificate.
- 2.3. **In this guide, 'you' refers to a Newly-qualified Lawyer who has CPD Requirements for CPD Year 2014 under the CPD Rules 2012.**
- 2.4. **Advocates and solicitors admitted to the Singapore Bar between 2 January 2007 and 1 January 2009 (both dates inclusive) will not have to obtain any minimum CPD Points in CPD Year 2014 but will continue to be subject to the other requirements as set out in the definition of 'CPD requirements' in the CPD Rules 2012. Please refer to Section F of this Guide for information regarding such other CPD Requirements.**

### **3. The CPD Year**

- 3.1. The first CPD Year ran from 1 April 2012 to 31 December 2012. This is referred to as CPD Year 2012.
- 3.2. Subsequent CPD Years will run from 1 January to 31 December of a calendar year.

#### 4. [CPD Points to be obtained](#)

##### 4.1. Between 1 January 2014 and 31 December 2014:

a.	If you hold a Practising Certificate for more than 8 months	You need to obtain <b>16 CPD Points</b> . At least 8 must be Public CPD Points. <b>You must attend Mandatory CPD Activity 2014.</b>
b.	If you hold a Practising Certificate for more than 5 months up to 8 months	You need to obtain <b>8 CPD Points</b> . At least 4 must be Public CPD Points. <b>You must attend Mandatory CPD Activity 2014.</b>
c.	If you hold a Practising Certificate for 5 months or less	You do not need to obtain any minimum CPD Points. You do not need to attend Mandatory CPD Activity 2014.

Note 1: If you undertook the Mandatory Ethics Programme for CPD Year 2013 specified in the Guidelines on Mandatory CPD Activity for CPD Year 2013 (Ethics and Professional Responsibility) will not have to undertake Mandatory CPD Activity 2014.

Note 2: If you do not need to obtain any minimum CPD Points for CPD Year 2014 by virtue of your reliance on one or more [Deemed Waivers](#), then you need not undertake Mandatory CPD Activity 2014.

Note 3: You may use the CPD points you obtain for undertaking Mandatory CPD Activity 2014 to meet the minimum number of CPD points you must obtain for CPD Year 2014.

##### 4.2. The following examples illustrate your CPD Points Requirements based on the date of taking out a Practising Certificate:

4.2.1. **Example 1:** You hold a Practising Certificate from 1 January 2014 until 31 December 2014. Since you hold a Practising Certificate for more than 8 months, you need to obtain 16 CPD Points and at least 8 must be Public CPD Points

4.2.2. **Example 2:** You do not hold a Practising Certificate from 1 January 2014 to 31 March 2014. However, you take out a Practising Certificate on 1 April 2014 and continue to hold your Practising Certificate until 31 December 2014. Since you hold a Practising Certificate for more than 8 months, you need to obtain 16 CPD Points and at least 8 must be Public CPD Points

4.2.3. **Example 3:** You hold a Practising Certificate from 1 January 2014 until it expires on 31 March 2014. On 1 September 2014 you take out a Practising Certificate and continue to hold it until 31 December 2014. Since you hold a Practising Certificate for more than 5 months but less than 8 months, you need to obtain 8 CPD Points and at least 4 must be Public CPD Points.

- 4.2.4. Example 4: You hold a Practising Certificate from 1 January 2014 to 31 March 2014. You do not take out a Practising Certificate at any time in the remainder of calendar year 2014. Since you hold a Practising Certificate for 5 months or less, you do not need to meet any minimum CPD Points Requirements.

Note: You may obtain CPD Points for CPD Activities which you undertake in that part of CPD Year 2014 during which you are not holding a Practising Certificate, in order to fulfill your CPD Points Requirements for CPD Year 2014.

## 5. Carrying over of excess CPD Points

- 5.1. The CPD Points Requirements represent the minimum expected of lawyers. As such, you may not carry over excess CPD Points obtained in one CPD Year to another.

## B. MEETING YOUR CPD POINTS REQUIREMENTS FOR CPD YEAR 2014

### 6. Criteria for CPD Activities

- 6.1. You obtain CPD Points by attending or undertaking CPD Activities.
- 6.2. Under the CPD Rules 2012, a CPD Activity must:
- 6.2.1. deal primarily with matters relating to the practice of law;
  - 6.2.2. comprise significant intellectual or practical content; and
  - 6.2.3. seek to extend your knowledge or skill in one or more areas that are relevant to your practice needs.
- 6.3. Writing an article which is published in an approved publication will also enable you to obtain CPD Points, provided the article:
- 6.3.1. deals primarily with matters relating to the practice of law; and
  - 6.3.2. is of significant intellectual or practical content.

### 7. Overview of Public and Private CPD Points

- 7.1. Generally, Public CPD Points are obtained by attending Accredited CPD Activities. Private CPD Points are obtained by undertaking a range of other CPD Activities. The table below gives an overview of how Public and Private CPD Points may be obtained.

Public CPD Points	
a.	Attending a conference, lecture, seminar or workshop accredited by the Singapore Institute of Legal Education ('Institute').
	1 <b>Public CPD Point</b> per hour (unless otherwise specified for the particular Accredited CPD Activity); Minimum activity length of 1 hour.

Private CPD Points		
b.	Attending a conference, lecture, seminar or workshop which is <b>not accredited</b> by the Institute.	1 <b>Private CPD Point</b> per hour; Minimum activity length of 1 hour.
c.	Attending an <b>in-house seminar</b> conducted by a law practice for its own lawyers.	1 <b>Private CPD Point</b> per hour; Minimum activity length of 1 hour.
d.	Attending a <b>small group discussion</b> organised by a group of lawyers or law practices.	1 <b>Private CPD Point</b> per hour; Minimum activity length of 1 hour.
e.	Reviewing a multimedia, Internet-based, audio-visual, audio or video programme or material.	1 <b>Private CPD Point</b> per hour; Minimum programme/material length of 20 minutes.
e.	Writing an article that is published in an approved publication under the CPD Guidelines 2012.	1 <b>Private CPD Point</b> for the first 1,000 words; 0.5 <b>Private CPD Point</b> for every subsequent block 500 words; Minimum article length of 1,000 words.

## 8. Examples on CPD Points Requirements

8.1. The following examples illustrate how to determine whether you have met the CPD Points Requirements. In these examples, the lawyer in question has held a practising certificate for 8 months or more:

### 8.1.1. Example 1:

No.	CPD Activity	CPD Points
1.	Attended a 3-day conference organised by the Singapore Academy of Law (an Accredited Institution) and accredited by the Institute.	18 Public CPD Points
<b>Conclusion:</b> You have met the CPD Points Requirements for CPD Year 2014. <i>You may meet all your CPD Points Requirements through Public CPD Points.</i>		

### 8.1.2. Example 2:

No.	CPD Activity	CPD Points
1.	Attended a 4-hour workshop organised by the Singapore Mediation Centre (an Accredited Institution) and accredited by the Institute.	4 Public CPD Points
2.	Attended a 2-hour lecture organised by the National University of Singapore Law School (an Accredited Institution) and accredited by the Institute.	2 Public CPD Points
3.	Attended a 2-hour seminar organised by an organiser ( <b>not</b> an Accredited Institution) and accredited by the Institute.	2 Public CPD Points
4.	Attended a 4-hour in-house seminar organised by law practice.	2 Private CPD Points
5.	Wrote a 3,800-word article for the Law Gazette (an Approved Publication).	4 Private CPD Points
<b>Conclusion:</b> You have met the CPD Points Requirements for CPD Year 2014. <i>You may meet all your CPD Points Requirements through a combination of Public and Private CPD Points, provided you have obtained at least 8 Public CPD Points.</i>		

### 8.1.3. Example 3:

No.	CPD Activity	CPD Points
1.	Attended a full-day conference organised by the Law Society of Singapore (an Accredited Institution) and accredited by the Institute.	6 Public CPD Points
2.	Attended a 3-day legal conference in Sydney, Australia.	18 Private CPD Points
3.	Reviewed a 50-minute video entitled "Negotiation strategies for lawyers".	1 Private CPD Point
<b>Conclusion:</b> You have not met the CPD Points Requirements for CPD Year 2014. <i>You have not attained the minimum of 8 Public CPD Points, even though you have obtained 19 Private CPD Points.</i>		

## **9. Attendance Policy**

- 9.1. The following Attendance Policy is applicable if you wish to claim CPD Points for attending a conference, lecture, seminar, workshop or discussion group, regardless of whether it is for Public CPD Points or Private CPD Points:
  - 9.1.1. If the CPD Activity is 1 hour long, you must attend the whole activity. You must arrive punctually and you cannot leave the activity before it has ended.
  - 9.1.2. If the CPD Activity is more than 1 hour long, you may be absent from it for up to 15 minutes only.
- 9.2. The following examples illustrate how the Attendance Policy is applied for a CPD Activity that is longer than 1 hour:
  - 9.2.1. Example 1: You arrive 10 minutes late but leave when the CPD Activity ends. You may obtain CPD Points for the activity.
  - 9.2.2. Example 2: You arrive punctually but leave 15 minutes before the CPD Activity ends. You may obtain CPD Points for the activity.
  - 9.2.3. Example 3: You arrive 10 minutes late and leave 10 minutes before the CPD Activity ends. You shall not obtain any CPD Points for the activity.
  - 9.2.4. Example 4: You arrive punctually and leave the CPD Activity when it ends. However, you step out for 25 minutes during the CPD Activity. You shall not obtain any CPD Points for that activity.
- 9.3. For CPD Activities accredited by the Institute ('Accredited CPD Activities'), your attendance is monitored by the organiser. For an in-house seminar, your attendance is monitored by your law practice. For a small group discussion, your attendance is monitored by the chairman of the discussion. Generally, attendance is monitored using a "sign-in, sign-out" system. Please cooperate with those who have to monitor your attendance.
- 9.4. For all other conferences, lectures, seminars, workshops or discussion groups, claiming of CPD Points is based on an honour system. You should ensure that you have complied with the Attendance Policy before you claim any CPD Points for attending the activity.

## **C. ACCREDITED CPD ACTIVITIES (PUBLIC CPD POINTS)**

### **10. Accredited CPD Activities**

- 10.1. Accredited CPD Activities are conferences, lectures, seminars or workshops accredited by the Institute. Such activities may be conducted by the Accredited Institutions listed at [Annex A](#) and/or other organisers.
- 10.2. For a listing of Accredited CPD Activities, check out the Calendar of Accredited Learning Activities ('CALAS') at <http://www.sileCPDcentre.sg/calas/>.



- 10.3. If you wish to claim Public CPD Points for attending an auditing programme conducted by the National University of Singapore Faculty of Law or the Singapore Management University School of Law, you will need to comply with the Attendance Policy for each session of the programme. You will also need to attend at least 75% of the sessions for the programme audited.

#### **D. OTHER CPD ACTIVITIES (PRIVATE CPD POINTS)**

##### **11. CPD Activities not accredited by the Institute**

- 11.1. You may obtain Private CPD Points for attending a conference, lecture, seminar or workshop which is not accredited by the Institute. However, the event must meet the criteria for CPD Activities under the CPD Rules 2012. These CPD Activities may be conducted in Singapore or overseas. It is incumbent on you to ensure that you have complied with the Attendance Policy before you claim any CPD Points for participating in these CPD Activities.

##### **12. In-house seminars**

- 12.1. An **in-house seminar** is a conference, lecture, seminar, workshop or discussion group which is organised by your law practice solely or predominantly for the lawyers in the law practice.
- 12.2. Your law practice is responsible for monitoring your attendance in accordance with the Attendance Policy, and giving the Institute a copy of the attendance list upon request.

##### **13. Small group discussions**

- 13.1. A **small group discussion** is a seminar, workshop or discussion group organised by a group of lawyers or law practices.
- 13.2. In order to qualify for Private CPD Points, the discussion must be attended by at least 3 lawyers. The discussion must be organised in advance, and must be structured. For example, there must be a prepared agenda for the discussion, or learning objectives set out.
- 13.3. A chairman should be appointed for each discussion. The chairman should: (a) monitor your attendance in accordance with the Attendance Policy; (b) send a copy of the attendance list to all participants of the discussion; and (c) cause notes of the discussion to be recorded and circulated to all participants. Items (b) and (c) should be done within 1 week from the conclusion of the discussion.

##### **14. Reviewing multimedia programmes etc.**

- 14.1. You may obtain Private CPD Points for **reviewing a multimedia programme or material**.
- 14.2. In order to qualify for Private CPD Points, the programme or material reviewed must be structured. You must be able to identify a block of time during which you either listen to a recording or watch a programme. For example, if a programme only requires you to read a series of slides, it does not qualify for Private CPD Points.
- 14.3. Additionally, you must review the entire programme or material presented before you claim any Private CPD Points for it. This includes reading any accompanying materials and completing any accompanying quizzes or questionnaires. You should also ensure that you do not breach any intellectual property rights relating to the programme or material.

- 14.4. The Institute may, from time to time, identify specific programmes or materials which you may review and claim Private CPD Points for doing so.

## 15. Writing articles

- 15.1. You may obtain Private CPD Points by **writing an article and having it published in an approved publication**. See [Annex B](#) for the list of approved publications. If your article has been published in a publication which is not an approved publication, you may not claim Private CPD Points for it. Please write to [cpd@sile.sg](mailto:cpd@sile.sg) if you require further clarification.
- 15.2. In order to qualify for Private CPD Points, your article must be written and published in English. It should be at least 1,000 words long, and it must not be written or published in breach of the intellectual property rights of a third party. The relevant date for claiming the Private CPD Points is the date of the publication of the article, and not the date you completed writing it or submitted it to the publisher.
- 15.3. You may only claim Private CPD Points **once** in relation to a published article. You must not make another claim for an identical or materially similar article which has been published in another approved publication.

## E. ABOUT CPD POINTS

### 16. Calculation of CPD Points generally

- 16.1. CPD Points are counted in full or half points only. No other fraction or percentage of CPD Points will be allowed.
- 16.2. In calculating the duration of a CPD Activity, you should exclude any time allocated for breaks and refreshments. Reasonable time allocated for questions and answers ('Q&A') and panel discussions, however, may be included. If the Q&A portion is not facilitated by a Chairperson, then a reasonable length for Q&A for a 1 hour activity is about 10 minutes.
- 16.3. If the duration of a CPD Activity does not result in full or half points, the number of CPD Points shall be **rounded up or down** to the nearest 0.5 CPD Point. The same rule applies if the number of words in a published article does not result in full or half points.
- 16.4. To qualify as a CPD Activity, a conference, lecture, seminar, workshop or discussion group should be **at least 1 hour long**, excluding time allocated for breaks and refreshments. For reviewing multimedia programmes or materials, the programmes or materials should be at least 20 minutes long.

### 17. Examples of calculation of CPD Points

- 17.1. The following examples illustrate how CPD Points are calculated for different kinds of CPD Activities:
- 17.1.1. Example 1: A seminar lasts for 1 hour, but has a 10-minute refreshment break. You may not claim any CPD Points.
- 17.1.2. Example 2: A seminar lasts for 1 hour and 40 minutes. This translates to 1.66 CPD Points. You can claim 1.5 CPD Points. (Rounded down)

17.1.3. Example 3: A workshop lasts for 2 hours and 45 minutes. This translates to 2.75 CPD Points. You can claim 3 CPD Points. (Rounded up)

17.1.4. Example 4: The length of your published article is 2,400 words. This translates to 2.4 CPD Points. You can claim 2.5 CPD Points. (Rounded up)

17.1.5. Example 5: You reviewed a multimedia programme which lasts for 20 minutes – which is the minimum length for this category of CPD Activity. This translates to 0.33 CPD Point. You can claim 0.5 CPD Point. (Rounded up)

17.2. If you have any queries on calculating Private CPD Points, please send an email to [cpd@sile.sg](mailto:cpd@sile.sg).

17.3. For Accredited CPD Activities, generally, the Public CPD Points to be allocated will be determined by the Institute and indicated on the registration form for the activity.

## 18. Claiming CPD Points

18.1. The CPD Scheme is based in part on the honour system. You should only claim CPD Points if you have attended or completed the whole CPD Activity. In addition, for attendance at conferences, lectures, seminars, workshops and discussion groups you need to have complied with the Attendance Policy.

## F. OTHER CPD REQUIREMENTS UNDER THE CPD RULES 2012

### 19. Keeping a record of your CPD Activities

19.1. You will need to maintain a record of the CPD Activities that you have undertaken in each CPD Year. This record is to be kept for 3 years after the CPD Year it relates to.

19.2. At the minimum, the record should include the following information:

19.2.1. Date(s) CPD Activity was undertaken;

19.2.2. Detailed description of CPD Activity undertaken:

(a) For attending a conference, lecture, seminar, workshop or discussion group: the name of the CPD Activity and name of the organiser;

(b) For reviewing a multimedia programme or material, etc.: name of programme or material reviewed, name of author/presenter/organiser; and source of programme or material (e.g. Internet website address); and

(c) For writing and publishing an article in an approved publication: title of article, name of publication, date of publication and number of words;

19.2.3. Number of Public or Private CPD Points obtained.

19.3. You may use the form enclosed at [Annex C](#), which is shown with an example of the information recorded. You may download a copy of the blank form for your own use from the 'Resources' section within your ePortfolio account on the [SILE CPD Centre](#).

## 20. ePortfolio System

- 20.1. Instead of keeping a paper record, you may use the ePortfolio system available at [www.silecpdcentre.sg](http://www.silecpdcentre.sg) to keep a record of your CPD Activities. **The use of ePortfolio is optional but the Institute strongly encourages use of the ePortfolio system.**
- 20.2. ePortfolio is an easy way of keeping track of your CPD Activities. The records of your attendance at an Accredited CPD Activity (i.e. Public CPD Points) are automatically updated to your personal account so you only need to log in to update the records of your other CPD Activities to track your Private CPD Points obtained.
- 20.3. Your attendance at an Accredited CPD Activity may take up to a month after the event to be updated to your personal account. You will receive an e-mail notification whenever your account is updated by the system. Please notify us at [cpd@sile.sg](mailto:cpd@sile.sg) immediately if your account is updated with an activity you did not attend, or which you attended but failed to comply with the Attendance Policy.
- 20.4. You will need to log into the system to update your e-mail account. Otherwise, you may not be able to receive any e-mail updates. You may also subscribe to or unsubscribe from a range of optional features available via the ePortfolio system.
- 20.5. **Disclaimer.** Please note that My ePortfolio system is a service provided for your convenience. The records of your participation in Accredited CPD Activities are based on information provided to us by organisers of accredited CPD activities. You may not rely on the data in My ePortfolio system as conclusive proof of your having obtained the Public CPD Points stated in your records. **You will still need to separately retain evidence of your attendance at Accredited CPD Activities** (see below) in case you are subject to an audit.

## 21. Keeping evidence of your CPD Activities

- 21.1. You will need to maintain evidence of the CPD Activities that you have undertaken in each CPD Year. This evidence is to be kept for 3 years after the CPD Year it relates to.
- 21.2. The evidence you should maintain shall consist of the following:
  - 21.2.1. For conferences, lectures, seminars, workshops and discussion groups generally, as well as for the review of multimedia programmes or materials:
    - (a) Proof of your registration for the event;
    - (b) Receipt of payment for the event;
    - (c) Confirmation of your attendance or completion by the organiser of the CPD Activity e.g. through a copy of a certificate of completion or attendance setting out your full name; and
    - (d) Copy of the presentation notes or other materials issued for the CPD Activity.
  - 21.2.2. For small group discussions:
    - (a) Proof that the activity was organised e.g. an e-mail invitation to the discussion;
    - (b) List of the participants as recorded by the chairman of the discussion; and

- (c) Copy of the notes recorded during the discussion and circulated by the chairman of the discussion.

## **22. Complying with audit requirements**

- 22.1. The Institute may require you to produce the record or evidence that you need to maintain under the CPD Rules 2012. You will need to comply with such a requirement within such time as the Institute may specify.
- 22.2. If you fail to comply with the Institute's requirement to produce the record or evidence, you may be liable to the consequences set out in rule 12 of the CPD Rules 2012.

## **G. RENEWING YOUR PRACTISING CERTIFICATE**

### **23. Declarations under section 25(1)(ca) of the Legal Profession Act (Cap 161)**

- 23.1. The CPD Scheme operates largely on an honour system. You are responsible for your compliance with the CPD Scheme.
- 23.2. When applying for a practising certificate, you will need to make **one** of the following declarations:
  - 23.2.1. "I have complied with every CPD requirement that was applicable to me at any time in the calendar year immediately preceding this practice year."
  - 23.2.2. "The Compliance Committee has granted me a waiver of one or more of the CPD requirements that were applicable to me at any time in the calendar year immediately preceding this practice year and I have complied with every other CPD requirement that was applicable to me in that preceding calendar year."
  - 23.2.3. "No CPD requirement was applicable to me at any time in the calendar year immediately preceding this practice year."
- 23.3. The Institute will conduct random audits to verify compliance with CPD Requirements.

### **24. Applications for waivers**

- 24.1. If you fail to meet the CPD Requirements applicable to you, and you are unable to avail yourself of any of the Deemed Waivers referred to in [SILE Advisory CPD-2012-1](#), you will need to apply to the Institute's Compliance Committee for a waiver of the requirements.
- 24.2. The waiver application process will open in early 2014. More information will be available towards the commencement of the process.
- 24.3. If you have any queries on applications for waivers, you may send an email to [cpd@sile.sg](mailto:cpd@sile.sg). Please identify yourself by giving us your full name, AAS number and date of admission to the Singapore Bar.

**Accredited Institutions**

1. Singapore Institute of Legal Education
2. Chartered Institute of Arbitrators (Singapore) Limited
3. IP Academy (Singapore)
4. Law Society of Singapore
5. National University of Singapore Faculty of Law
6. Singapore Academy of Law
7. Singapore Institute of Arbitrators
8. Singapore International Arbitration Centre
9. Singapore Management University School of Law
10. Singapore Mediation Centre
11. Society of Construction Law (Singapore)
12. College of Law, United Kingdom

## List of Approved Publications

1. Air Finance Annual
2. Annual Review of Insurance and Reinsurance Law
3. Asia IP Bulletin
4. Asia Pacific Law Review
5. Asialaw
6. Asian Counsel
7. Asian International Arbitration Journal
8. Asian Journal of Comparative Law
9. Asian Journal of International Law
10. Asian Journal of Law and Economics
11. Asian Journal on Mediation
12. Asian Leading Arbitrators' Guide to International Arbitration, The
13. Asia-Pacific Restructuring & Insolvency Guide, The
14. Bloomberg Law Report
15. Building and Enforcing Intellectual Property Value
16. Columbia Journal of Asia Law
17. Company Secretary
18. Computer & Telecommunications Law Review
19. Computer Law & Security Report
20. Computer Law and Security Report, The
21. Copyright World
22. European Intellectual Property Review
23. Focus: Arbitration
24. Focus: Regulation and Compliance
25. Global Counsel Handbooks – Dispute Resolution
26. Global IP Rights Management
27. Global Legal Group
28. Global Turnaround
29. INSOL World
30. Insurance Day
31. Intellectual Asset Management Magazine
32. Intellectual Property Quarterly
33. International Arbitration Law Review
34. International Co & Commercial Law Review
35. International Construction Law Review, The
36. International Energy Law & Taxation Review
37. International Financial Law Review
38. International Mergers & Acquisitions Review
39. IPASIA
40. IPBA Journal
41. Journal of Business Law, The
42. Journal of Intellectual Property Law and Practice
43. Journal of International Arbitration
44. Journal of International Banking Law
45. Law Gazette, The (Singapore Law Society)
46. Managing Intellectual Property
47. Patent Journal, The
48. PLC Magazine

49. Project Finance
50. Project Finance International
51. Singapore Academy of Law Annual Review of Cases in Singapore
52. Singapore Academy of Law Journal
53. Singapore Academy of Law legal textbooks and publications
54. Singapore Journal of Legal Studies
55. Trademark World
56. World Internet Law Report
57. World Online Gambling Law Report
58. World Securities Law Report
59. World Trademark Law Report
60. World Trademark Law Review

If your article **has been published** in a publication which is currently not approved, you may send an enquiry to [cpd@sile.sg](mailto:cpd@sile.sg).



Record of CPD Activities – Completed Example

**RECORD OF CPD ACTIVITIES – CPD YEAR [YYYY] (EXAMPLE)**

AAS No:   
 Date of Admission:   
 Full name:

**Public CPD Points**

No.	Event Name	Organiser	Date	Remarks	Public CPD Points
1.	Recent Developments in the Law of Evidence	Singapore Academy of Law	10 January [YYYY]		1.5
2.	Accounting & Finance for Lawyers	Singapore Management University	19 April [YYYY]		6
3.	Recent Case Law Developments on Penal Code Defences	National University of Singapore	26 August [YYYY]		2
4.	Ethics and Professional Responsibility for Lawyers	Law Society of Singapore	5 November [YYYY]		3
5.					
<b>Total Public CPD Points obtained</b>					12.5

**Private CPD Points**

No.	Event Name / Programme / Article Title	Organiser / Website / Publication	Date	Remarks	Private CPD Points
1.	Corporate Insolvency Conference 2013 (Sydney, Australia)	Conference-Asia Organisers Pty Ltd	14 and 15 May [YYYY]		12
2.	Lunchtime Seminar on Appellate Cases by Litigation Partner (1 hour 45 minutes)	In-house seminar by MyLawFirm LLP	10 July [YYYY]		2
3.	Article: Vicarious Liability – Recent Developments (2,400 words)	Published in The Law Gazette	August [YYY] Issue, Pp 18-20		2.5
4.	iTutorial on "Due Diligence in Acquisitions" (30 minutes)	College of Law; <a href="http://www.college-of-law-media.com">www.college-of-law-media.com</a>	Accessed on 9 August [YYYY]		0.5
5.					
<b>Total Private CPD Points obtained</b>					17

CPD Record Form

The blank form may be downloaded from the 'Resources' section within your ePortfolio account on the [SILE CPD Centre](#).