



JUSTICE FOR ALL

# ANNUAL REPORT

FY 2022-2023

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# CORPORATE INFORMATION

Pro Bono SG (PBSG) is a Singapore-registered charity with an Institution of a Public Character (IPC) status which aids the needy and vulnerable so that all may have access to justice in Singapore. We enable access to justice to the needy and vulnerable through legal awareness, guidance and representation.

Once a department within The Law Society of Singapore (LLS), we incorporated as a company limited by guarantee in 2017 with LSS as our sole member. Formerly known as Law Society Pro Bono Services, we renamed as Pro Bono SG in 2022 to reflect the commitment of all in Singapore to embrace our mission of doing good in the community.

**UEN No.:** 201700430E

**Date of Charity Registration:** 31 March 2017

**IPC Period:** From 1 April 2022 to 31 March 2025

**NCSS Full Member** since 1 April 2017

**Auditor:** Fiducia LLP

**Bankers:** Oversea-Chinese Banking Corporation Limited and Bank of East Asia

**Headquarters:** 1 Havelock Square, #B1-18 State Courts, Singapore 059724

**North East Branch:** 109 Hougang Ave 5, Singapore 538817

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# OUR VISION AND MISSION

We serve the community by facilitating access to justice for the needy and vulnerable so that all may have access to justice in Singapore.

# OUR OBJECTIVES

We work to:

1. develop and ensure a just and efficient system for the provision of pro bono legal services in Singapore;
2. coordinate the provision of civil, criminal and community pro bono legal services with various agencies;
3. recruit, train and manage volunteers from the legal fraternity and beyond for the provision of pro bono services;
4. identify areas of need in the community for pro bono legal services; and
5. protect and assist the public on matters of the law relevant to their lives, particularly through programmes to develop public legal literacy.

# CHAIRMAN'S MESSAGE

For readers of last year's Annual Report, the Common Rose butterfly graced our cover. It was symbolic of how the legal profession emerged from our cocoon as a herald of transformation and renewal. This year, that same butterfly takes flight, unfurling its wings to embrace new horizons and leaving an indelible mark on our community's heart. In a symphony akin to growth and exploration, our charity has pirouetted through its most recent phase, reminiscent of the butterfly's tender metamorphosis.

In this last financial year, a significant change was that our identity underwent a metamorphosis, evolving in name and brand from Law Society Pro Bono Services to Pro Bono SG. This decision to rebrand was rooted in our longstanding commitment to embody a broader and more inclusive representation of our charity and its partnerships within the community. The inclusion of "SG" in our new name reflects Singapore's identity and a unifying thread connecting us as a community.

We extended a heartfelt welcome to Low Wei Ling and Sim Guan Seng, two luminaries with talents and skills beyond the legal realm, who kindly agreed to join our board of directors. Their presence on our Board is a resounding affirmation of our dedication

to cultivate diverse and inclusive leadership. This is vitally important considering the more complex and sophisticated issues we are seeing arise among Singaporean residents today.

A radiant star of achievement was the Family Justice Support Scheme officially launched in October 2022 after a two-year pilot period. Over the course of this year, we received 295 applications, resulting in (i) 23 applicants securing full legal representation under our Pro Bono Clearinghouse; and (ii) 47 applicants were referred to our Panel Lawyers, who agreed to offer their services at reduced rates (through the Modest Means Clearinghouse). For the remaining applicants, we directed them towards suitable avenues of assistance while offering them basic legal advice.

Another significant stride was the establishment of the Migrant Worker Legal Clinic @Angullia Mosque in May 2022. Within this safe refuge, migrant workers - our invisible community builders - find solace and support for their legal concerns. This clinic represents our ongoing, long-term commitment to addressing our migrant workers' legal needs.

In a move to bring legal assistance closer to vulnerable individuals, we were pleased to inaugurate

our first Community Law Centre in Hougang. Nestled within the embrace of Tian De Temple, this centre has fast become a harmonious convergence with various community partners. Between 1 February to 31 March 2023, the centre received 283 applicants and engaged over 400 social workers and 20 community partners. We envision a setting up of Community Law Centres thoughtfully, with organisation and industry across all five Community Development Council Districts.

In tandem with these feats, our commitment to legal awareness, guidance and representation remained steadfast through all our webinars, clinics and representation schemes. Our symbiotic partnerships with the CDCs, LawWorks, the Commissioner of Charities, and the Charity Council displayed a constellation of unwavering support. As the Common Rose butterfly soars, it beckons us closer to the earth's embrace, serving justice with an outstretched hand to the least, the last, and the lost in law.

As we embrace this transformative journey, the hearts of our Board members are filled with profound gratitude towards our committed volunteers, generous supporters, and unwavering staff. Your dedication forms the tapestry of the team's imaginative

vision. Just as the Common Rose butterfly shows us, we stand united with resilience and inner changes on the cusp of grander endeavours in our pursuit of justice for all.



**Gregory Vijayendran, SC**  
Chairman



# CEO'S MESSAGE

The vibrant Common Rose butterfly adorns the cover of our Annual Report again this year. A symbol that has come to represent not just Singapore's national identity through its red and white hues but also the transformative power our volunteers bring to the lives of those less privileged. This year, however, the butterfly serves a dual purpose, heralding both our own evolution and our rebranding from "Law Society Pro Bono Services" to Pro Bono SG. Much like the butterfly emerges from its chrysalis to explore new territories, we, too, have spread our wings into the community.

Our most notable stride forward was the establishment of our inaugural "Community Law Centre" in Hougang, hosted by the Tian De Temple. Officially opened on 31 January 2023, it marks the first in what we intend to be a network of such centres across Singapore. By extending our reach into neighbourhoods, we bring the promise of accessible legal aid to the doorsteps of those who need it most.

Just as a butterfly pollinates a myriad of flowers, contributing to the growth of fruits and seeds, our Community Law Centre initiative serves to "pollinate" communities with seeds of justice. We have initiated partnerships with community organisations and social service agencies, working closely with professionals in these sectors. The vision here is to foster an integrated model of legal care that combines the expertise of lawyers and social workers, tailored to meet the distinct needs of each individual and family we serve.

Our dedication to migrant workers remains steadfast. In a significant step forward, we partnered with the Angullia Mosque to inaugurate a pilot legal clinic on 8 May 2022. This initiative aims to offer in-person legal assistance to migrant workers, including domestic workers. Strategically situated in the bustling centre of Little India, this represents the first physical legal clinic established by Pro Bono SG for migrant workers since the COVID-19 pandemic. Offering legal advice in an array of languages like Bengali, Hindi, and Tamil, the clinic ensures accessibility and understanding.

Further bridging gaps with the migrant worker community, we organised a cricket tournament with the support of The Majurity Trust Scaffold Fund. This event drew interest from more than a hundred teams from the migrant worker community and succeeded in its dual mission: fostering community ties and heightening awareness of the available pro bono legal services.

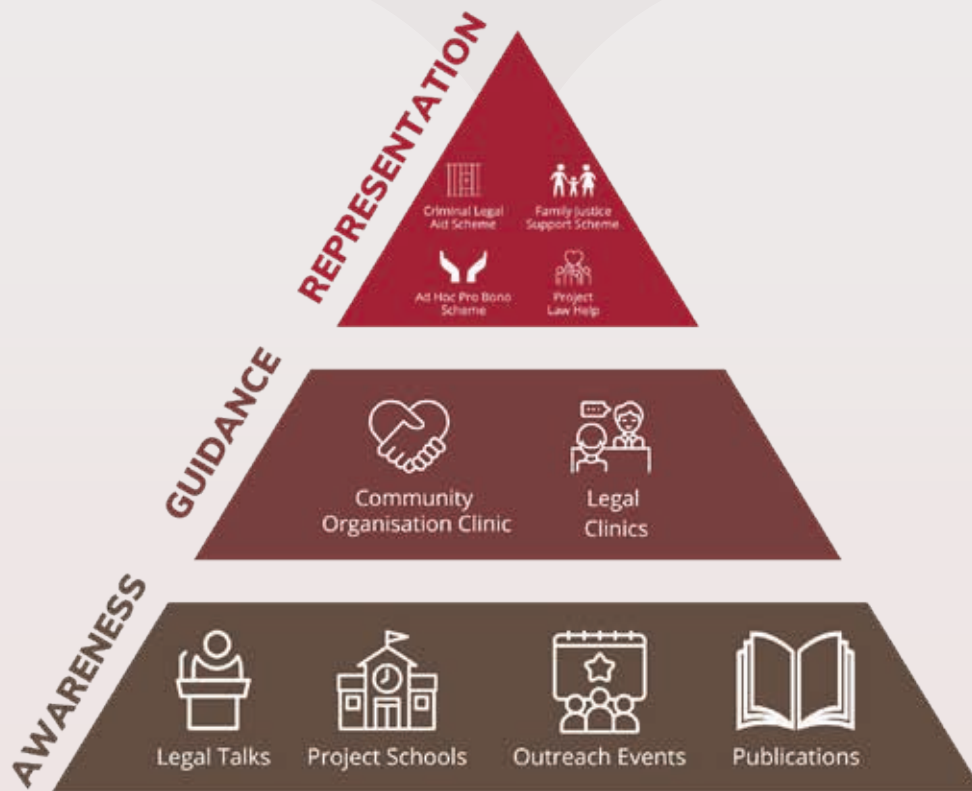
October 2022 saw the official launch of our Family Justice Support Scheme, providing critical access to family justice support for the unserved and underserved, including foreign spouse members of Singapore households.

I am immensely grateful to our Board, my colleagues, our supporters, partners, and volunteers for maintaining and supporting our access to justice impact. It is through your sustained efforts that we continue to strive towards transforming lives and creating a more equitable society, one seed of justice at a time.



**Lim Tanguy**  
Chief Executive Officer

# HOW WE HELP



## AWARENESS

### For Individuals

We run legal awareness initiatives to reach out to the public and communities in need to increase their understanding of how the law applies to their daily lives and to raise awareness of available legal resources. These initiatives include free talks, webinars, publications, videos, outreach events and social media campaigns.

Collaborations such as LawWorks with NTUC and the annual Law Awareness Weeks@CDC with Community Development Councils and People's Association are hallmarks of the legal talk series. Other awareness initiatives include:

- Advocates for the Arts where we have a publication and host legal awareness talks for the creative industry.
- Project Schools where we partner volunteer lawyers and organisations to deliver legal awareness talks and curriculum to participating schools, for the purpose of providing legal knowledge to students and informing them of the consequences of juvenile delinquency.

### For Community Organisations

We run free legal awareness talks for community organisations to update:

- their frontline staff / social service workers on laws to better support their beneficiaries; and
- their management staff / board members on laws concerning the operation / governance of their organisations.



# HOW WE HELP

## GUIDANCE

### For Individuals

Through our Legal Clinics, people in need can obtain free basic legal guidance, subject to eligibility criteria. These clinics include:

- Community Legal Clinic
- Youth Community and Legal Clinic
- Migrant Worker Legal Clinic
- French Support Centre in collaboration with the French Embassy and Paris Bar Association.

We also have Network Clinics such as the LawWorks Legal Clinic in partnership with NTUC, and many others operated by other organisations which receive strong support from Pro Bono SG.

Clinic consultations are also available at our newly launched Community Law Centre hosted by Tian De Temple.

### For Community Organisations

Recognising that community organisations often run on limited resources and may have difficulty affording legal advice, our Community Organisation Clinic offer free basic legal guidance on operational issues for community organisations in Singapore whose objectives meet community concerns or needs.

## REPRESENTATION

### For Individuals

**Criminal Legal Aid Scheme** provides legal representation for applicants who are unable to afford a lawyer and are facing charges in a Singapore court for certain offences. CLAS co-delivers criminal legal aid to Singaporean/Permanent Residents with the Public Defender's Office and continues to assist foreign applicants.

**Ad Hoc Pro Bono Scheme** is a referral scheme which offers legal representation for needy persons with exceptional circumstances who do not meet the criteria for existing legal aid schemes but nonetheless are in urgent need.

**Family Justice Support Scheme** offers legal representation to litigants facing family law issues. Litigants who marginally fail Legal Aid Bureau's (LAB) means test but are unable to afford lawyers at regular commercial rates are referred to panel lawyers who reduce their charges for pre-screened referrals. Foreign spouses with Singaporean children who satisfy LAB's means test, but do not qualify for aid due to their non-permanent resident status, are granted pro bono legal representation.

### For Community Organisations

**Project Law Help** assists community organisations doing community work in Singapore by matching eligible organisations with volunteer law practices that provide pro bono non-litigation corporate legal assistance, such as transactional help and legal advice.

# YEAR'S MILESTONES

## APR 22

- 1 Apr – Webinar on Believe It or Not! How to Spot and Avoid Scams organised jointly with FIDReC
- 5 Apr – LawWorks Legal Primer on My First Job
- 6 Apr – Webinar on What Doesn't Kill You May Leave a Scar
- 13 Apr – Hybrid event with the Commissioner of Charities for In Conversation with Commissioner of Charities and Charity Council 2022
- 22 to 23 Apr – Run for Justice with Eugene Thuraisingam LLP

## MAY 22

- 8 May – Launch of Migrant Worker Legal Clinic @ Angullia Mosque

## NOV 22

- 22 Nov – Volunteer Capability Building Series (VolCapB Series) Webinar on How to Engage and Manage Victims of Online Harms
- 25 Nov – In-Person Moot Court Workshop for Probation Officers of Ministry of Social and Family Development
- 29 Nov – Charities Lean Forward Webinar on Be CyberSafe! for Charities organised jointly with Ministry of Culture, Community and Youth Office of the Commissioner of Charities
- 30 Nov – LawWorks Legal Primer on Advance Estate and Care Planning

## OCT 22

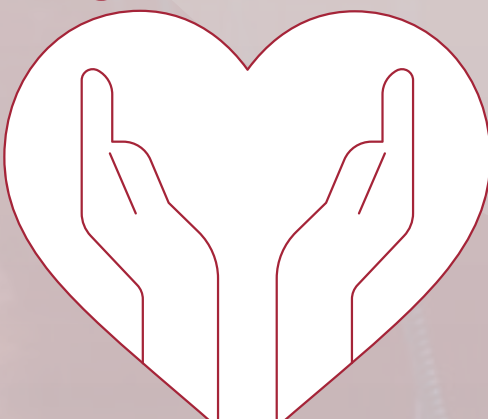
- 1 Oct – Advocates for the Arts collaboration with Esplanade BayBeats 2022
- 2 Oct – Launch of Law Awareness Weeks@CDC 2022
- 11 Oct – Leaders of Good Award by NVPC
- 19 Oct – Official launch of our Family Justice Support Scheme (FJSS)
- 21 Oct to 4 Nov – Webinar series on Pro Bono Community Lawyering organised jointly with Singapore Institute of Legal Education
- **26 Oct – Law Society Pro Bono Services was renamed Pro Bono SG**

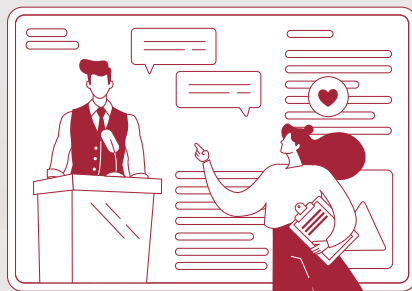
## DEC 22

- 18 Dec – International Migrants Day outreach event at JTC

## JAN 23

- 11 Jan – MOU with SG Her Empowerment Limited (SHE) and Singapore Council of Women's Organisations (SCWO) to provide pro bono legal assistance at the SHECARES@SCWO centre, a one-stop resource providing holistic support to online harms victims
- 31 Jan – Launch of our first Community Law Centre
- 31 Jan – Launch of our new website





## JUN 22

- 9 Jun – Webinar on Is Now the Right Time? A pre-divorce talk
- 21 Jun – Charities Lean Forward Webinar on Transitioning of Legal Entity – incorporating into a Company Limited by Guarantee organised jointly with Ministry of Culture, Community and Youth Office of the Commissioner of Charities

## JUL 22

- 7 Jul to 19 Oct – Criminal Legal Aid Scheme Training Programme 2022
- 26 Jul – LawWorks Legal Primer on Workplace Safety

## SEP 22

- 7 Sep – People's Association Community Spirit Award 2022
- 27 Sep to 27 Oct – Law Awareness Weeks@CDC 2022 Webinar and Legal Talks series

## AUG 22

- 3 Aug – Hybrid event on Risk Management for Volunteer Managers organised jointly with SG Cares Office
- 11 Aug – Launch of our Instagram page @probonosg
- 15 Aug – Webinar on The Future of Tech for Charities organised jointly with Accenture and Allen & Gledhill LLP
- 17 Aug – Webinar on Legal Considerations for Collaborations organised jointly with Singapore University of Social Sciences Centre of Excellence for Social Good
- 25 Aug – Webinar on Procurement Matters for Charities organised jointly with Singapore Corporate Counsels Association
- 26 Aug – Highly anticipated 15th anniversary celebration and fundraiser, Just Duet

## FEB 23

- 12 Feb to 12 Mar – Migrant Justice League
- 14 Feb – Community Law Centre Lunch with our Supporters
- 28 Feb – Volunteer Capability Building Series (VolCapB Series) Webinar on Engaging and Managing Clients with Disabilities

## MAR 23

- 2 Mar – Charities Lean Forward Webinar on Fundraising and Digital Protection organised jointly with Ministry of Culture, Community and Youth Office of the Commissioner of Charities
- 2 Mar – Learning Journey for MOE Teachers organised jointly with Central Narcotics Bureau
- 9 Mar – Learning Journey for Teachers of the Singapore Academy of Teachers
- 17 Mar – Launch of North East CDC Legal Clinic



# OUR YEAR AT A GLANCE

Over **14,910** individuals  
touched across all programmes



**9,523** Individuals<sup>1</sup>

**2,661** Individuals from **961**  
Community Organisations

**2,079** Individuals<sup>2</sup>

**14** Community Organisations



**618** Individuals<sup>3</sup>

**15** Community Organisations

<sup>1</sup> Numbers include the public and volunteers who benefited from our legal awareness talks and events. Our outreach numbers continue to grow as several of our webinar recordings have been uploaded on our YouTube Channel for free public viewing.

<sup>2</sup> Number of individual applicants across Community Legal Clinic, Community Law Centre, Youth Community & Legal Clinic, Non-Resident Legal Clinic, Migrant Worker Legal Clinic, French Support Centre, Advocates for the Arts Legal Clinic, and LawWorks Legal Clinic.

<sup>3</sup> Number of individuals represented across Ad Hoc Pro Bono Scheme, Criminal Legal Aid Scheme, and Family Justice Support Scheme.

# PROGRAMMES FOR INDIVIDUALS



# AWARENESS

## OVERVIEW OF THE YEAR

The Law Awareness Outreach programme achieved yet another successful year in providing legal education and awareness to the general public. Despite the challenges posed by the COVID-19 pandemic, our programme continued to reach out to individuals and communities largely through online webinars.

We collaborated with government agencies, social services agencies, charities, unions, internet security experts and others to curate webinars for maximum impact. This allowed us to ensure that our talks were relevant, timely, and provided practical knowledge and advice, as well as key takeaways that gave participants a better understanding of their rights and responsibilities after hearing from expert speakers and panellists.

Our webinars consistently had high attendance numbers, averaging over 120 participants, thanks to the relevancy of our carefully curated content, the wise sharing of subject matter experts, and the convenience and complimentary nature of our webinars. To further support our participants, we made relevant, updated resources easily available for free download during webinars via QR codes.

For those who missed our webinars, as in past years, recordings were uploaded onto Pro Bono SG's YouTube channel<sup>4</sup>, making it possible for more to benefit from the guidance offered by lawyers and professionals in their areas of expertise. In addition, these recordings were shared with applicants who sought Pro Bono SG's various legal assistance services. Some of our webinars and legal talks were also presented in Mandarin or Malay to cater to participants who were more comfortable in those languages, and where technology was a challenge, non-tech-savvy participants or target audiences attended selected webinars at a partner organisation's location via a projector screen.

Overall, over **8,151** people were reached through **78** legal awareness talks during the financial year. We are encouraged by the success of our online webinars and look forward to continuing to provide quality legal education and awareness to the community. We extend our sincere thanks to our volunteers, partners and supporters for their flexibility and continued collaboration. Their support made it possible to achieve these outcomes at a low cost of implementation and execution.

### **Law Awareness Weeks@CDC 2022**

The Law Awareness Weeks@CDC (LAW@CDC) campaign, an annual effort to promote legal awareness and understanding of the law in the community, has been a successful collaboration between Pro Bono SG and the five Community Development Councils (CDCs), supported by the People's Association (PA) since 2015. From 2020, the campaign was also supported by the NUS Centre for Pro Bono and Clinical Legal Education, the SMU Pro Bono Centre, the SUSS School of Law, and the Singapore Corporate Counsel Association Pro Bono Chapter.

LAW@CDC 2022, themed "Staying CyberSafe – Protecting Yourself and the Community" was launched at the SUSS Performing Arts Theatre on 2 October 2022, by Minister for Culture, Community and Youth and Second Minister for Law, Edwin Tong, SC, the Mayors of the five CDCs and Pro Bono SG Chairman, Gregory Vijayendran, SC. The event was also attended by Minister of State, Ms Sun Xueling, as well as Deputy Commissioner of Singapore Police Force, Mr How Kwang Hwee. The launch saw the signing of a 2-year Memorandum of Understanding with the National Crime Prevention Council (NCPC), NUS Pro Bono Group and the Singapore Police Force, to foster greater and closer collaboration in enhancing legal awareness of scams for the community, thus spreading the theme of "Staying Cybersafe".

LAW@CDC 2022 featured 11 webinars on legal topics which broadly covered three main areas – Community, Employment, and Family, carefully curated to increase the community's legal awareness and knowledge, build resilience, and strengthen the community. These included scam prevention, online harassment, social media usage, freelancing, divorce, and preparation for the golden years. These webinars were held virtually from 27 September to 27 October 2022.

<sup>4</sup> Please visit [https://www.youtube.com/@probono\\_sg](https://www.youtube.com/@probono_sg).



# AWARENESS

Topics related to the “Staying Cybersafe” theme included:

- Believe It or Not! How to Spot and Avoid Scams
- Online Shopping – Is It Safe?
- Be CyberSafe!
- So You Want to be a Social Media Influencer?
- Help! I am a Victim of Online Harm!

Other topics, including evergreen ones were:

- Divorce and You (Civil)
- Divorce and You (Syariah)
- Preparing for Golden Years
- Neighbour or Foe?
- Harassment at the Workplace – Is Help Available?
- Legal Considerations for Caregivers

The recordings of these webinars are available on our YouTube channel LAW@CDC 2022 playlist<sup>5</sup>, making greater and sustained outreach and awareness easily accessible to the general public.

Complementing these 11 webinars during this same campaign period were 16 legal talks which were held physically at various Community Centre. The resumption of physical talks after a three-year hiatus saw 15 community clubs organise legal talks for their residents, more than 500 participants benefited from these legal talks. Going forward, this hybrid model of offering both webinars as well as physical talks would be continued as they appeal to different segments of the community.

## **LawWorks**

Into its ninth year, the LawWorks partnership with NTUC continued to educate union members and workers on their legal rights. Three informative webinars on employment issues were presented as part of the Legal Primer series, attended by over 300 participants in total who gained valuable knowledge and insights into their legal rights as workers.

Recordings of these webinars are available on the Pro Bono SG YouTube Channel LawWorks playlist<sup>6</sup>, so the content is accessible to the general public as well. The videos are well-received, with many viewers expressing appreciation for the clarity and practicality of the information provided.

## **Advocates for the Arts**

Following the successful launch of Advocates for the Arts (AfA) in 2018, Pro Bono SG has collaborated with various partners such as National Arts Council, Arts Resource Hub, and the Esplanade, amongst others, to organise legal awareness talks for the creative industry.

During the year, six legal awareness talks were organised for almost 500 participants which were well-received, providing freelancers with practical legal knowledge to guide and manage their activities, as well as protect their creative output. The speakers were experts in their respective fields, providing valuable insights and perspectives on unique legal issues commonly faced in the creative industry.

<sup>5</sup> Please visit <https://bit.ly/LAWCDC2022Playlist>.

<sup>6</sup> Please visit <https://bit.ly/LawWorksPlaylist>.

# AWARENESS

## **Project Schools**

Project Schools is a programme launched in 2012 with the objective of promoting a greater level of civic mindedness among youth and enabling them to better protect themselves from the consequences of crime.

Seven Project Schools talks were conducted during the year. Three were held physically which reached and impacted over 1,000 students and teachers, while the remaining four were held virtually which reached and impacted over 400 students and teachers. Cybercrime and cyber-bullying, which are increasingly prevalent among the digitally savvy youth of today were the main topics addressed at these legal talks.

Project Schools also started engaging with agencies, such as the Central Narcotics Bureau to collaborate on respective areas to broaden and strengthen outreach. This collaborative effort has allowed Project Schools to expand its reach and impact and has facilitated the sharing of knowledge and resources to better serve students.

## **Migrant Worker Outreach Events**

Migrant workers remain one of the most vulnerable groups in Singapore. From an access to justice standpoint, our concern is that migrant workers are unable to pursue their due rights under the law due to language barriers and lack of awareness of safe resources for socio-legal help. This barrier to justice is exacerbated by a perception that migrant workers may have of lawyers being unapproachable or even unsafe to approach.

In this year, we stepped up efforts to reach out to migrant workers. Over the 3 outreach events conducted, we reached over 11,000 migrant workers in-person, distributing flyers in multiple languages and spreading awareness of Pro Bono SG and our services, and engaged directly with 1,793 migrant workers. Of particular interest to migrant workers and our Migrant Worker Group partners was the newly-opened in-person legal clinic at Angullia Mosque<sup>7</sup>.

The biggest outreach event for migrant workers conducted this financial year was the Migrant Justice League – A Friendship-Building Cricket Tournament. It was held every Sunday from 12 February to 12 March 2023. The aim of this event was to bring the migrant worker and legal community closer together through the shared language of a favourite sport. The goal was to ensure that migrant workers are aware of and feel more comfortable approaching safe sources of help during legal crises, while enabling members of the legal community to better assist migrant workers with empathy.

- This highly popular event attracted sign-ups from over 150 migrant worker cricket teams, and involved 1,047 migrant worker players, around 4,000 migrant worker spectators, and 185 volunteers and local participants. The total reach of the Migrant Justice League (including online reach) is estimated at 40,301.
- Migrant worker players were especially excited to play on the Padang for the Finals event on 12 March (courtesy of support from the Singapore Cricket Club) – not only does this prime location at the heart of Singapore have historic significance to Singaporeans, but we were also told by many players that it is possibly the best grounds in Singapore for a good game of cricket!
- Through conversations with migrant workers while waiting or spectating around the cricket pitch, our volunteers had the unique opportunity to speak to migrant workers in a space where they felt comfortable and gained new insight and appreciation for migrant workers.

<sup>7</sup> Please visit page 26 for more information on the Migrant Worker Legal Clinic @ Angullia Mosque.

# STATISTICS

<b>General Legal Awareness Talks</b>  <b>1,903</b> participants	<b>LAW@CDC 2022</b>  <b>1,938</b> participants	<b>Advocates for the Arts Talks</b>  <b>484</b> participants	<b>Project Schools Talks</b>  <b>1,430</b> participants
<b>Talks in Collaboration with Partner Organisations</b>  <b>252</b> participants	<b>LawWorks Primers</b>  <b>327</b> participants	<b>Community Lawyering Legal Talks in Partnership with SILE</b>  <b>24</b> participants	<b>Migrant Worker Outreach Events</b>  <b>1,793</b> participants



## Testimonials from Participants

*"Both Paul (Seah) and Anita (Kaur) have shared some pragmatic approach to procurement and its best practices which could help our organisation enhance our procurement policy."*

- Procurement Matters for Charities

*"Appreciate very much that there was both in person and virtual options. Thanks for adapting the questions asked to the panel quickly in response to pigeonhole."*

- Risk Management for Volunteer Managers

*"Very beneficial sessions available on a pro bono basis to commoners who do not have access to free legal advice."*

- LAW@CDC 2022 Harassment at the Workplace – Is Help Available?

*"Peggy (Yee) is very eloquent, professional and experienced lawyer. Like the way she said "You want to have the mess now or after" Very well said and bring the point across quickly."*

- LAW@CDC 2022 Legal Considerations for Caregivers

*"Well-spoken and tactful speakers who provided very practical advice and answered questions very directly."*

- LAW@CDC 2022 Online Shopping – Is It Safe?

*"Ms Halijah made the webinar very engaging for a heavy topic, really appreciate it!"*

- LAW@CDC 2022 Divorce & You (Syariah)

*"(Cho) Pei Lin is so entertaining to listen to and she makes the concepts so easy to understand. I love her potato chip examples."*

- LAW@CDC 2022 So You Want to be a Social Media Influencer?

*"Appreciate such webinars to gain useful knowledge and look forward to attending more in the future!"*

- LAW@CDC 2022 Neighbour or Foe?

*"He (Rajan Chettiar) answered questions factually and sincerely / pointed to sources in instances where he did not have all the answers at his fingertips. He was engaging."*

- LAW@CDC 2022 Preparing for Golden Years

*"Very clear in explaining the law & glad to hear of initiatives to protect our increasing pool of delivery workforce and compensation for work related injuries including mental health."*

- LawWorks Legal Primer: Workplace Safety



## Quotes from Volunteers

*"Maya Angelou once said that "giving liberates the soul of the giver". Giving back to the community through my support of and partnership with PBSG through my participation in the various webinars and talk not only liberated but also enriched my soul."*

- Samuel Yuen, Managing Director, Yuen Law LLC

*"Thank you for the invitation to be a panelist on the "LAW@CDC - Neighbours or Foe?" webinar on Tuesday, 18 Oct 2022 (not forgetting the Launch of LAW@CDC 2022 on Sunday, 2 October 2022) It was an honour to be part of the meaningful event."*

*Big thanks to Kellyn Lee, our fantastic moderator for the evening, and not forgetting our formidable mediator Gloria James-Civetta (Ph.D.student) who shared insightful experiences. It was an engaging and fruitful session, but most importantly, having loads of fun together during the webinar. Looking forward to future opportunities to work together!"*

*P.S: not forgetting the hardworking crew behind the cameras, Kelvin John Lim (Pro Bono SG) and Indaraty Yunus (CMC)"*

- Katherine Yap, Chief Operating Officer, Maxwell Chambers



# AWARENESS

## OVERVIEW

Event	Number of Events
General Legal Awareness Talks	24
LAW@CDC 2022	28
Advocates for the Arts Talks	6
Project Schools Talks	7
Talks in Collaboration with Partner Organisations	3
LawWorks Legal Primers	3
Community Lawyering Legal Talks in partnership with SILE	4
Migrant Worker Outreach Events	3
<b>Total</b>	<b>78</b>

## GENERAL LEGAL AWARENESS TALKS

Date	Legal Talk Topic	Organisation
2 April 2022	Deputyship, Wills and Trust	Society of Sheng Hong Welfare Services
7 April 2022	LPA, Deputyship, Wills and Trust	Cerebral Palsy Alliance Singapore School
20 April 2022	Will Writing	National Library Board
28 May 2022	Deputyship, Wills and Trust	MINDS Adult Services
23 July 2022	Will-Writing and LPA (Mandarin)	Chinese Development Assistance Council
23 July 2022	Will-Writing and LPA	Chinese Development Assistance Council
1 August 2022	Will-Writing	National Library Board
27 August 2022	POHA (Malay)	Woodgrove CO
17 September 2022	Will Planning and LPA Preparation	Telok Blangah CC Senior Citizens
3 November 2022	Will, LPA, AMD, Deputyship, HOTA (Human Organ Transplant Act)	Montfort Care
5 November 2022	LPA, Deputyship, Wills and Trust	Rainbow Centre Margaret Drive
5 November 2022	LPA, Deputyship, Wills and Trust	MINDS Adult Services
7 November 2022	LPA and Will Planning	Bethesda Care Centre
10 November 2022	Shaping a Fair and Inclusive Workplace	NTUC and NECDC
17 November 2022	Will, LPA, AMD, Deputyship, HOTA (Human Organ Transplant Act) (Mandarin)	Montfort Care
22 November 2022	Preparing for Golden Years	Moral Seniors Activity Centre (Kaki Bukit)
28 November 2022	Will Writing	National Library Board
1 December 2022	Fundraising as a Groundup – How To Do It Successfully? For	National Volunteer and Philanthropy Centre
15 December 2022	Preparing for Golden Years	Geylang Serai Community Club
10 January 2023	Workplace Harassment	KK Womens' and Children's Hospital
4 February 2023	LPA, Deputyship, Wills & Trust	MINDS

# AWARENESS

Date	Legal Talk Topic	Organisation
2 March 2023	Drug Offences	Central Narcotics Bureau
4 March 2023	LPA, Deputyship, Wills & Trust	MINDS
5 March 2023	Preparing for Golden Years (LPA, Deputyship, Wills & Trust)	Kolam Ayer CC

## LAW@CDC 2022 WEBINARS AND LEGAL TALKS – AN ANNUAL COLLABORATION WITH PA AND THE FIVE CDCS

Date	Webinar Topic
27 September 2022	Divorce & You (Syariah)
2 October 2022	LAW@CDC 2022 Launch Event
3 October 2022	Believe It or Not! How to Spot and Avoid Scams
4 October 2022	Preparing for Golden Years
5 October 2022	Online Shopping – Is It Safe?
11 October 2022	Harassment at the Workplace - is help available?
12 October 2022	Be CybeSafe!
17 October 2022	So You Want to be a Social Media Influencer?
18 October 2022	Neighbour or Foe?
25 October 2022	Legal Considerations for Caregivers
26 October 2022	Help! I am a Victim of Online Harm!
27 October 2022	Divorce & You (Civil)

Date	Legal Talk Topic	Location
8 October 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Kampong Glam CC
29 October 2022	Community Disputes (Mediation) (Mandarin)	Buona Vista Community Club
29 October 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Bishan CC
29 October 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Buona Vista Community Club
30 October 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Ci Yuan CC
5 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Potong Pasir CC
12 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Fengshan CC
13 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Braddell Heights CC
19 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Canberra Zone 4 RN
26 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Fengshan Acacia RN
27 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Toa Payoh East CC



# AWARENESS

Date	Legal Talk Topic	Location
27 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Radin Mas CC
27 November 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Malay)	MacPherson CC
3 December 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust)	Marymount CC
11 December 2022	Advance Legal Planning (LPA, Deputyship, Wills & Trust) (Mandarin)	Thomson CC
19 February 2023	Employment Matters	Bishan CC

## ADVOCATES FOR THE ARTS TALKS

Date	Legal Talk Topic	Organisation
7 April 2022	Rights of an Employee	LASALLE College of the Arts
10 May 2022	Copyright Law for Freelancers	Arts Resource Hub
12 May 2022	Contracts for Freelancers	Arts Resource Hub
1 October 2022	BayBeats 2022	Esplanade
26 January 2023	Contracts	LASALLE College of the Arts
13 February 2023	Company Structures, Contracts and Disputes Management	LASALLE College of the Arts

## PROJECT SCHOOLS TALKS

Date	Legal Talk Topic	Organisation
4 May 2022	Defying Stereotypes	Nan Chiau High School
1 August 2022	Legal and Ethical Considerations for Perioperative Nurses	Ngee Ann Polytechnic
24 August 2022	Raising Law Awareness for Youths	MOE N2 Cluster Student Development Team Committee
25 October 2022	Rules of Engagement (Online & Social Activities)	Kuo Chuan Presbyterian Secondary School
27 October 2022	Cyberwellness and Youth Crimes	Montfort Secondary School
7 November 2022	Petty Theft and Cybercrimes	CHIJ Primary Toa Payoh
9 March 2023	Pro Bono SG Learning Journey	MOE Teachers

## TALKS IN COLLABORATION WITH PARTNER ORGANISATIONS

Date	Topic	Organisation
1 April 2022	Believe or Not - How to Spot and Avoid Scams	Financial Industry Dispute Resolution Centre (FIDReC)
9 June 2022	Is Now The Right Time? a pre-divorce talk with	Family Justice Courts
25 November 2022	Moot Court Workshop for Probation Officers	Ministry of Social and Family Development

# AWARENESS

## LAWWORKS PRIMERS IN PARTNERSHIP WITH NTUC

Date	Webinar Topic
5 April 2022	My First Job
26 July 2022	Workplace Safety
30 November 2022	Advance Estate and Care Planning

## COMMUNITY LAWYERING LEGAL TALKS IN PARTNERSHIP WITH SINGAPORE INSTITUTE OF LEGAL EDUCATION

Date	Webinar Topic
21 October 2022	Pro Bono Community Lawyering Q&A Session 1
28 October 2022	Pro Bono Community Lawyering Q&A Session 2
31 October 2022	Pro Bono Community Lawyering Practicum Workshop Session 1
4 November 2022	Pro Bono Community Lawyering Practicum Workshop Session 2

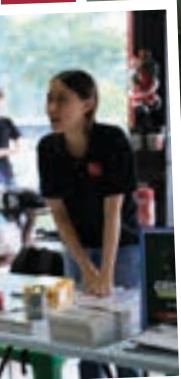
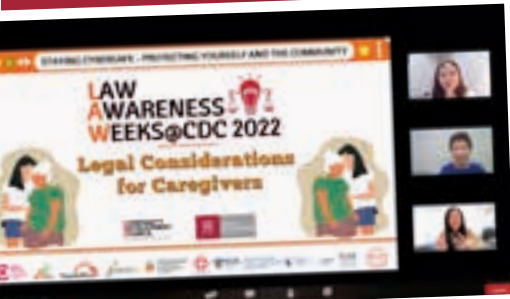
## MIGRANT WORKER OUTREACH EVENTS

Date	Webinar Topic
10 December 2022	International Migrants Day Celebrations @Pek Kio CC
18 December 2022	International Migrants Day Celebrations @Terusan RC
12 February to 12 March 2023	Migrant Justice League – A Friendship-Building Cricket Tournament

# SNAPSHOTS OF EVENTS







# GUIDANCE

## OVERVIEW OF THE YEAR

A key initiative of Pro Bono SG is the provision of legal guidance and aid to impecunious individuals.

One of the major highlights of the year was the establishment of the Community Law Centre hosted by Tian De Temple<sup>8</sup> in Hougang in January 2023. Set up to serve the residents of the North East District, the Community Law Centre offers Pro Bono SG's full suite of services from pro bono legal clinic consultations to representation for cases that fall within the scope of our schemes.

The year also saw the pilot launch of the Community Legal Clinic @ North East CDC in March 2023 complementing the existing five physically run legal clinics, in partnership with the North East Community Development Council (CDC). Running on a virtual platform, the new clinic offers residents the option of seeking guidance from a volunteer lawyer virtually which may be more convenient and preferable; those who prefer physical clinics can continue to be served by the existing physical decentralised clinics. This collaborative effort ensures that we can cater to the diverse needs and preferences of our community while expanding our reach and impact.

Furthermore, the launch of the Migrant Worker Legal Clinic @ Angullia Mosque marked an important milestone in providing free legal guidance to migrant workers facing salary disputes, work injury woes, and other legal issues. This onsite legal clinic provides a safe and accessible space for foreign workers of all religions. It operates on alternate Sundays and offers interpretation services in languages such as Hindi, Bengali, and Tamil. After their legal clinic session, migrant workers are also referred to holistic socio-legal help. The clinic, officially launched on 8 May 2022, addresses the holistic socio-legal needs of migrant workers and offers them vital support and guidance.

Overall, across all the clinics, including the newly established ones, Pro Bono SG has made a profound impact by providing legal guidance and support to a significant number of individuals. Throughout the year, a total of **2,079** individuals have been assisted through these clinics, making a tangible difference in their lives.

### **Community Legal Clinic**

Community Legal Clinic is one of Pro Bono SG's key efforts in facilitating access to justice. Individuals who cannot afford lawyers but who are facing personal legal problems in Singapore can register for a free one-off 20-minute consultation with a volunteer lawyer. These consultations not only provide basic legal guidance but also serve as a first port of call for help. The free clinics encourage individuals to take the first step of seeking help, allowing volunteer lawyers and clinic staff the opportunity to act as first responders in distressing situations and identify any other concomitant issues, even non-legal ones. Where relevant, applicants are also directed to available resources, raising awareness amongst the public on not just legal rights but also other avenues of help.

Since 2014, Pro Bono SG has been running legal clinics at the offices in Central Singapore, North West, South East and South West Community Development Councils in collaboration with the People's Association (PA). These clinics are located in the hearts of residential areas across the island and are held almost every weekday evening. Since the inception of these clinics, over 21,830 individuals have been served, the vast majority of whom gave very positive feedback that the legal guidance they received was useful and that they would follow the recommended course of action the volunteer lawyer proposed, as well as recommend our Clinic to others.

<sup>8</sup> For more detailed information about the Community Law Centre, please refer to page 37.



# GUIDANCE

Pro Bono SG started operating virtual legal clinics as a result of the COVID-19 pandemic. This financial year, hybrid clinics continued to be offered where applicants who were less savvy with technology, lacked smart devices / wifi connectivity, or preferred in-person human touch could see the volunteer lawyer physically while others do so virtually. Applicants were given the option of choosing which mode they were more comfortable with, which they were happy with.

Towards the end of the financial year, the Community Legal Clinic @ North East CDC was piloted jointly with North East CDC in March 2023 on a virtual basis to complement the existing five physically run legal clinics.

Pro Bono SG continues to follow up with applicants post clinic, on the additional resources which they may find helpful pre or post the clinic consultation, as well as collect feedback to understand if needs can be even better met.

During the year, the Community Legal Clinic served a total of 1,400 applicants.

The Top 5 Case Types were:

1. Divorce / PPO / Maintenance / Custody
2. Employment & Workplace Issues
3. Estate (Probate & Wills)
4. General Service & Hire Agreements (Customer Service Disputes)
5. Mental Capacity / Guardianship / Deputyship / Adoption

Anchor Firms for Community Legal Clinic:

- |   |                              |
|---|------------------------------|
| • Allen & Gledhill LLP                      | • Morgan Lewis Stamford LLC  |
| • Baker & McKenzie.Wong & Leow LLC          | • Pinsent Masons MPillay LLP |
| • Clyde & Co. & Clasis LLC                  | • Quahe Woo & Palmer LLC     |
| • Dentons Rodyk & Davidson LLP              | • Rajah & Tann Singapore LLP |
| • Drew & Napier LLC                         | • Shook Lin & Bok LLP        |
| • Harry Elias Partnership LLP               | • Tan Kok Quan Partnership   |
| • Holman Fenwick Willan LLP & AsiaLegal LLC | • Tan Rajah & Cheah          |
| • K&L Gates Straits Law LLC                 | • TSMP Law Corporation       |
| • Lexton Law Corporation                    | • WongPartnership LLP        |

## **Youth Community & Legal Clinic**

The Youth Community & Legal Clinic which serves individuals 18 to 35 years old seeking legal guidance from volunteer lawyers aged 35 years and under saw 116 applicants during the year. Speaking to lawyers of similar age demographics helps young applicants feel more at ease and better understood in the unique challenges they face. Similarly, being well-attuned to the sensitivities of young applicants' circumstances allows lawyers to render more personalised guidance, which results in better reception by the applicants.

The Top 5 Case Types were:

1. Employment & Workplace Issues
2. Divorce / PPO / Maintenance / Custody
3. Intentional Harassment (Assault, POHA)
4. Criminal Charges; Personal Loan (Between Individuals)
5. Landlord / Tenant; General Product & Purchase Agreements (Customer Product Disputes)

# GUIDANCE

Anchor Firms for Youth Community & Legal Clinic:

- Allen & Gledhill LLP
- Rajah & Tann Singapore LLP

## **Specialised Clinics**

### ***Migrant Worker Legal Clinic***

On 8 May 2022, we officially launched in-person Migrant Worker Legal Clinics (MWLC) at Angullia Mosque. The event was graced by Senior Minister of State, Ministry of Defence & Ministry of Manpower Mr Zaqq Mohamad, who also witnessed the signing of a Memorandum of Understanding between Pro Bono SG and Angullia Mosque to foster greater alignment and closer collaboration in enhancing legal awareness and access to justice in the migrant worker community in Singapore.

Like other legal clinics, MWLC offers one-off legal guidance to applicants. However, in consideration of migrant workers' specific needs and vulnerabilities, MWLCs have a few unique features:

- Run on Sundays, which is often the only day that migrant workers are available to consult
- Offers interpretation in multiple languages during the legal clinic session (e.g., Bengali, Tamil, Mandarin, Bahasa Indonesia)
- Conveniently located in the Little India area. Applicants who are unable or uncomfortable to visit in-person on Sundays also have the option of an online consultation.
- Housed in a mosque, which for certain demographics of migrant workers is a safe and relatively more familiar space in an otherwise foreign country.
- Refers applicants to holistic socio-legal help where appropriate (e.g., pro bono legal representation, casework support). For example, we have partnered with the Ministry of Manpower (MOM) to have Assurance, Care and Engagement (ACE) Group officers stationed at the legal clinic, so that migrant workers who want to be referred to or make a report to MOM can do so immediately.

Since the clinic's launch, there have been 143 applications to our legal clinics. Apart from English, Applicants also consulted in Bahasa Indonesia, Bahasa Melayu, Bengali, Cantonese, Hindi, Mandarin, and Tamil. 58.33% of applicants opted to consult in-person.

The Top 5 Case Types were:

1. Salary Claims
2. Criminal Law
3. Work Injury Claims
4. Immigration
5. Employment Contract

### ***Support Centre for women victims of violence (for members of the French community in Singapore)***

This Support Centre is a landmark collaboration between two bar associations (the Paris Bar and the Law Society of Singapore) to provide a safe and confidential space for women victims of all types of violence from the French expatriate community in Singapore.

At this Support Centre, women victims of violence can talk to a lawyer from the Paris Bar who is specifically trained to provide initial legal advice on French law issues. A volunteer Singapore-qualified lawyer will also be available by phone to provide legal advice on the law and procedures in Singapore where appropriate. This Support Centre also provides initial practical information and referrals to other appropriate sources of support (including counselling, accommodation, etc.) through a network of associations and professionals.

The Support Centre has served 10 individuals this financial year.

# GUIDANCE

## ***Non-Resident Legal Clinic***

In September 2022, the Non-Resident Legal Clinics was created for foreigners who are not part of a Singaporean household (not Migrant Workers nor Domestic Workers who are themselves served by specialised clinics). 43 applicants were served during the year.

The Top 5 Case Types were:

1. Divorce / PPO / Maintenance / Custody
2. Employment & Workplace Issues
3. Landlord / Tenant
4. Criminal Charges
5. Mental Capacity / Guardianship / Deputyship/ Adoption

Anchor firms for Non-Resident Legal Clinic:

- Allen & Gledhill LLP
- Drew & Napier LLC
- Rajah & Tann Singapore LLP
- Shook Lin & Bok LLP

## ***Advocates for the Arts (AfA) Legal Clinic***

In recognition of the unique legal issues faced by the creative community, Pro Bono SG runs AfA Legal Clinics that match eligible applicants to volunteer lawyers with expertise in these areas, providing free legal guidance in a one-off session lasting between 45 to 60 minutes. 6 applicants were served during this financial year where experienced lawyers provided legal guidance on a range of issues on intellectual property, contracts and disputes.

## ***Network Clinics***

Pro Bono SG collaborates with People's Association to support legal clinics operated by Community Clubs and Residents' Committee Centres. During the financial year, Pro Bono SG was happy to welcome Ci Yuan CC, Punggol West CC, Sengkang East – Rivervale CC, Sengkang CC, Henderson CC, Keat Hong CC, Kallang CC, Changi Simei CC, Limbang CC and Kim Seng CC to the growing network of clinics.

Other network clinics include:

- **Onsite Legal Advice Scheme (OSLAS)**  
During the year, we continued to mobilise volunteer lawyers to support the Community Justice Centre's OSLAS legal clinics held daily at the State Courts, and weekly at Supreme Court, except for Public Holidays and the eves of some Public Holidays.
- **Civil Legal Clinic and Family Legal Clinic**  
Similar to OSLAS, volunteer lawyers were mobilised to support the Civil Legal Clinic and Family Legal Clinic during the period that the clinics were operating.
- **LawWorks Legal Clinics for NTUC members**  
78 NTUC members received legal guidance for their personal legal issues at the monthly LawWorks legal clinics.
- **SHECARES @ SCWO Legal Clinic**  
Pro Bono SG is proud to partner SG Her Empowerment (SHE) right from its launch, for the SHECARES @SCWO Legal Clinic as part of the community effort to tackle emerging new issues for women, including online harms. Pro Bono SG recruits, trains and mobilises volunteers to provide pro bono legal guidance at these legal clinics so victims can seek help and report incidents of harm. The SHECARES @SCWO Legal Clinic commenced operations in February 2023.

# STATISTICS

<b>Community Law Centre</b>  <b>283</b> applicants <sup>9</sup>	<b>Community Legal Clinic</b>  <b>1,400</b> applicants	<b>Youth Community &amp; Legal Clinic</b>  <b>116</b> applicants	<b>Migrant Worker Legal Clinic</b>  <b>143</b> applicants
<b>Support Centre for women victims of violence</b>  <b>10</b> applicants	<b>Non-Resident Legal Clinic</b>  <b>43</b> applicants	<b>Advocates for the Arts Legal Clinic</b>  <b>6</b> applicants	<b>LawWorks Legal Clinic with NTUC</b>  <b>78</b> applicants

## Testimonials from Applicants

### Community Legal Clinic

"I would like to express my gratitude to the volunteer lawyer for explaining and giving us useful information for will writing. He went over his supposed time and gave us more information. thank you so much."

"Great staff, very polite and helpful. Friendly lawyer who explained very clearly. Awesome session. Thumbs Up and God Bless."

"Very professional and full of compassion regards my case. I am happy with the 20min constructive session. Lawyer is a lovely person. Thank you so much for the legal advice rendered."

### Youth Community and Legal Clinic

"Really appreciate lawyer and staff for the time and effort to study my case and provided valuable suggestion. Thank you so much!"

### Migrant Worker Legal Clinic

"Very good because they have interpreter for Tamil language."

"hey are very kind and helpful" (sic)

"he liked the advice given to him by the lawyer, had access to bengoli interpreter and the entire clinic process was easy."

"Lawyers are very sincere in handling the case"

"Lawyer did give a clear advise with regards to my case" (sic)

"everything is great. as of now, i cannot think of anything to improve. the lawyer is really great." (sic)

"can discuss with lawyer and MOM and they give me good suggestions and I have a clear idea on what to do. find the session very helpful for him" (sic)

"all the consulatnt n lawyer is are friendly and professional to assist on my case. Appreciate it!" (sic)

"This is really help for peppel tnx to all" (sic)

## Quotes from Volunteers

"As someone whose practice area does not involve litigation it was a rewarding and fresh experience and a great way to get a taste of it and help someone in the process. Definitely worth volunteering at least once. Also, the materials provided by the Clinics will help you more than you would think."

"The Clinic Manager put me at ease (not my usual area of practice), listened attentively throughout and stepped in to offer guidance when I was unsure of the appropriate procedural protocol."

## Quotes from Partners

"PBSG's volunteer lawyers will play an essential part by providing guidance to centre-users at legal clinics, including on legal redress and emergency responses such as lodging appropriate first information reports, notifying relevant internet platforms, and assisting on urgent court relief."

- SG Her Empowerment (SHE)



<sup>9</sup> For more detailed information about the Community Law Centre, please refer to page 37.

# REPRESENTATION

The Representation Department administers the Criminal Legal Aid Scheme (CLAS), Family Justice Support Scheme (FJSS) and Ad Hoc Pro Bono Scheme (AHPBS). Throughout the year, the Representation Department has collectively assisted a total of **618** individuals through our three main schemes, widening access to justice for those in need.

Historically, CLAS has provided criminal legal aid to all individuals in need, regardless of nationality. With the launch of the Public Defender's Office (PDO) on 1 December 2022, CLAS has been working with the PDO to co-deliver criminal legal aid to Singaporean/Permanent Residents. Meanwhile, CLAS continues to assist foreign applicants. As PDO continues to build capacity, CLAS sees itself in a complementary partnership with the PDO, with the shared goal of providing legal representation to a greater number of people in need. Eligible cases from the PDO are shared between CLAS and the PDO, ensuring comprehensive coverage for individuals requiring legal support.

The official launch of FJSS on 19 October 2022 marks a significant milestone in our efforts to provide comprehensive legal support to families in need, fostering a more equitable and just family justice system. This momentous event took place at the State Courts Havelock Hall and was attended by esteemed Family Justice Courts judges, family lawyers, donors, social workers, and social service officers.

AHPBS continues to add value by addressing individuals who fall through the gaps in cases where they do not qualify under any of the available national legal aid schemes. From adoption to employment disputes, AHPBS assists by providing legal representation to those who would otherwise not have had the resources to address their legal issues.

Pro Bono SG's representation schemes have been instrumental in advocating for and delivering legal representation to those who require it the most. We remain committed to expanding our reach and impact, forging strategic partnerships, and ensuring that access to justice is accessible to all members of our community.



# REPRESENTATION

## CRIMINAL LEGAL AID SCHEME

Through CLAS, impecunious accused persons have been guided through a criminal justice system that would otherwise have been daunting. First established as a ground-up initiative in 1985 to aid impecunious accused persons, CLAS continues to add value to the lives of all needy foreigner accused persons facing non-capital charges, and of needy Singaporeans/permanent residents who have been approved for legal aid by the PDO.

CLAS is guided by the CLAS Committee, which comprises of experienced criminal practitioners, many of whom are active volunteers of the Scheme. The CLAS Committee and its various subcommittees play an important role in ensuring that CLAS functions optimally and serves the deserving and needy amongst us.

List of MOU Partners:

- Abbots Chambers LLC
- Allen & Gledhill LLP
- Damodara Ong LLC
- Dentons Rodyk & Davidson LLP
- Drew & Napier LLC
- Eldan Law LLP
- Forte Law LLC
- Gloria James-Civetta & Co
- Harry Elias Partnership LLP
- K&L Gates Straits Law LLC
- Kalidass Law Corporation
- Kennedys Legal Solutions Pte Ltd
- Oon & Bazul LLP
- PDLegal LLC
- Peter Low Chambers LLC
- Shook Lin & Bok LLP
- Tembusu Law LLC
- Tito Isaac & Co LLP
- TSMP Law Corporation
- WongPartnership LLP

# STATISTICS

**935**  
applications  
received<sup>10</sup>

**517**  
applicants  
granted aid and  
assigned counsel

### Top 5 Case Types:

1. Penal Code 1871
2. Misuse of Drugs Act 1973
3. Moneylenders Act 2008
4. Corrosive and Explosive Substances and Offensive Weapons Act 1958
5. Miscellaneous Offences (Public Order and Nuisance) Act 1906

<sup>10</sup> All applicants received basic legal advice and were also referred to additional resources in the course of applying for legal assistance with Pro Bono SG.

# REPRESENTATION

## FAMILY JUSTICE SUPPORT SCHEME

Family Justice Support Scheme (FJSS) bridges existing service gaps by assisting beneficiaries facing matrimonial matters who fall through the cracks, namely:

1. Litigants who marginally fail the Legal Aid Bureau (LAB)'s means test but are unable to afford a lawyer at regular commercial rates. The objective is to assist this sandwiched class by referring them to FJSS Panel lawyers who agree to reduce their charges for pre-screened referrals. ("Modest Means Clearinghouse")
2. Foreign spouses with Singaporean children who would satisfy LAB's means test but do not qualify for legal aid due to their non-citizen / permanent resident status. Eligible applicants will be granted pro bono legal representation. ("Pro Bono Clearinghouse")

The scheme connects applicants with a panel of experienced family lawyers who are willing to offer their services for free or at discounted rates, depending on the applicant's means.



## STATISTICS

**295**  
applications  
received<sup>11</sup>

**23 applicants**

received full legal representation under Pro Bono Clearinghouse

**47 applicants**

were referred to Panel Lawyers who agree to charge fees lower than their usual rates under the Modest Means Clearinghouse

<sup>11</sup> The majority of applicants received basic legal advice and were also referred to additional resources in the course of applying for legal assistance with Pro Bono SG. 86 applicants were referred to more appropriate avenues of help.

## AD HOC PRO BONO SCHEME

In line with our vision of access to justice for all, the Ad Hoc Pro Bono Scheme (AHPBS) prevents persons in dire need of legal help from falling through cracks in the justice system. Operating on a referral-only basis, AHPBS provides free legal representation for needy and vulnerable individuals who do not qualify for any other legal aid schemes, but nevertheless require legal assistance due to exceptional circumstances. Referrers (such as the Courts, Social Service Agencies, government organisations, other legal aid schemes and lawyers) act as a first filter to ensure that individuals are truly needy and have exhausted all other avenues. The individuals will then have to go through stringent means and merits testing before being matched with volunteer lawyers.

# STATISTICS

**154**  
referrals received<sup>12</sup>

**31**  
assigned cases

### Top 3 Case Types:

- Criminal – 70 referrals
- Family – 47 referrals
- Civil – 37 referrals

## “ Testimonials from Applicants

*“[It felt like] a stone [was lifted] off my shoulders. When I got the news that the judge’s decision was DATA, I was relieved.*

*All along, I [thought] that the legal system was biased negatively towards ex-convicts. Knowing that the judgement was DATA made me enormously surprised and exceptionally happy.*

*I wish to convey my thanks to Mr Chooi Jing Yen and Mr Chen Yong Xin for their help. The things that they did, [such as] answering my questions, explaining the situation in detail, replying to me [quickly], and updating me on the court events.”*

- Mr Tan (Not his real name), CLAS Beneficiary<sup>13</sup>

*“With the help of a Family Service Centre, I met with an FJSS lawyer. The FJSS lawyer was very gentle, and she was also very straightforward. She did not reject me because they had assessed my case and also examined my income. They also actively helped me.*

*After the divorce, I burst into tears. It was such an emotional release after so many years. All my anxiety, pain and uncertainty had vanished. The money I was able to save went towards my children’s expenses. I am very moved by what (Ms Wong) did for me... I hope to repay her some day.”*

- May May (Not her real name), FJSS Beneficiary<sup>14</sup>

*“She first hit me after 3 months. She told me that I worked too slow. My problem was that I didn’t get any break. I had been guided by MOM that I was allowed to take breaks, but my ma’am told me that there was no such rule. She told me that I was a maid, so I must follow her rules. Whenever she was upset, she would hit me and push my head against the wall and floor. She was upset that I was weak, but I was weak because she did not give me enough food.”*

- Yuni Dwi Lestari, Foreign Domestic Worker, AHPBS Beneficiary<sup>15</sup>

## “ Quotes from Volunteers

*“In this case, Mr Chen and I tackled the challenge of the supposed accomplice implicating the beneficiary. Our investigations revealed that the accomplice had admitted to multiple other offences unrelated to the beneficiary. We engaged in discussions with the prosecution, prepared for trial, and made representations to stress certain points. Finally, we obtained a positive response, and the beneficiary’s case concluded with a discharge amounting to an acquittal. Witnessing the beneficiary go from facing a criminal conviction to being exonerated after a long legal process was immensely rewarding for us.”*

- Chooi Jing Yen, Eugene Thuraisingam LLP, CLAS Volunteer Lawyer

*“When I found out about her (Yuni) story, I was personally affronted for her. I already knew that she would not be able to have access to a lawyer, or if she went to see a lawyer without pro bono services, the hourly rate of the lawyer would probably... be more than her monthly salary. So of course, we wanted to help.”*

- Vivienne Sandhu, Clifford Law LLP, AHPBS Volunteer Lawyer

*“这位女士来到我的办公室的时候，我们当然是有看到档案。那，当初她的档案有描述到说她的先生已经在监牢，而且为什么进监牢是因为对他们的女儿性侵犯。所以在这种情况下，我一看到这样的内容，我心里在想：要怎么样帮助这个小朋友还有这位女士度过这个难关？”*

- 姚律师，家事法律援助计划的无偿律师

*“(Translated) When this lady came to my office, we looked at her case files. It was described in her case that her husband was already in prison at that time. He was incarcerated for sexually assaulting their daughter. So in cases like these, as soon as I see something like this, I’m only thinking about how to help this child and this lady get through this difficult time.”*

- Margaret Yeow, HOH Law Corporation, FJSS Volunteer Lawyer

<sup>12</sup> Legal representation was assigned to the most vulnerable individuals, while others received basic legal advice, and were referred to other resources and more appropriate avenues of help.

<sup>13</sup> Find out what happened and how our volunteer lawyers helped Mr Tan at [https://bit.ly/CLAS\\_MrTan](https://bit.ly/CLAS_MrTan).

<sup>14</sup> Watch how May May received legal aid through FJSS at [https://bit.ly/FJSS\\_MayMay](https://bit.ly/FJSS_MayMay).

<sup>15</sup> Watch the full video featuring Yuni and Vivienne at [https://bit.ly/AHPBS\\_Yuni](https://bit.ly/AHPBS_Yuni).



# PROGRAMMES FOR COMMUNITY ORGANISATIONS

# HELP FOR COMMUNITY ORGANISATIONS

## OVERVIEW OF THE YEAR

Community organisations (charities, non-profit organisations, social enterprises and social service agencies previously known as voluntary welfare organisations) each focus on a specific need or sector such that collectively, even the most vulnerable and marginalised in our community are able to receive support. Pro Bono SG acts as a catalyst for these community organisations to effect greater impact and reach by providing them with free corporate legal assistance.

Pro Bono SG's Project Law Help Committee (PLH Committee) facilitates the provision of free non-litigation legal guidance and transactional assistance to community organisations, with the aim of supporting sustainable commitment to pro bono work within the legal profession in Singapore.

Community organisations are also encouraged to self-help and develop in-house legal capabilities through Pro Bono SG's free webinars and workshops. These outreach events address common legal issues faced specifically by community organisations and help them keep up with best practices and governance standards as promoted by the Charity Council. Pro Bono SG also publishes guides, toolkits, and templates for community organisations, raising general legal awareness within the sector.

## AWARENESS

In the financial year, a total of eight webinars were held in strategic collaboration with partners such as the Charity Council, Office of the Commissioner of Charities, Ministry of Social and Family Development (MSF), SG Cares Office, National Volunteer & Philanthropy Centre (NVPC), Singapore University of Social Sciences Centre for Excellence in Social Good and the Singapore Corporate Counsel Association (SCCA). Webinars were carefully curated for community organisations and included popular topics such as "Be Cybersafe for Charities, Procurement Matters for Charities, and Transitioning of Legal Entity - Incorporating into a Company Limited by Guarantee".

Pro Bono SG's webinars were well-publicised within relevant communities, attracting an average of about 300 live viewers per webinar. **2,661** live viewers from **961** Community Organisations were reached in total, with many more tuning into the recorded videos on Pro Bono SG's social media platforms after. These webinars also encouraged viewers to seek professional help, as evidenced by the concomitant increase in COC and PLH applications after the webinars. In addition to PBSG-run webinars, Pro Bono SG also supported more than 15 community organisations with their beneficiaries' legal needs through talks specifically tailored for them. Such talks include Will, LPA, AMD, Deputyship, HOTA (Human Organ Transplant Act) for Montfort Care, Fundraising as a Groundup – How To Do It Successfully? for NVPC and Deputyship, Wills and Trust for Society of Sheng Hong Welfare Services, Cerebral Palsy Alliance and MINDS.

## GENERAL LEGAL AWARENESS TALKS

Date	Topic	Organisation
13 April 2022	In Conversation with Commissioner of Charities and Charity Council 2022	Office of the Commissioner of Charities and Charity Council
21 June 2022	Charities Lean Forward: Transitioning of Legal Entity – incorporating into a Company Limited by Guarantee	Office of the Commissioner of Charities
3 August 2022	Risk Management for Volunteer Managers	SG Cares Office
15 August 2022	The Future of Tech for Charities	Accenture, Allen & Gledhill LLP



# HELP FOR COMMUNITY ORGANISATIONS

Date	Topic	Organisation
17 August 2022	Legal Considerations for Collaboration	Singapore University of Social Sciences Centre of Excellence for Social Good
25 August 2022	Procurement Matters for Charities	SCCA
29 November 2022	Charities Lean Forward: Be CyberSafe! for Charities	Office of the Commissioner of Charities
2 March 2023	Charities Lean Forward: Fundraising and Digital Protection	Office of the Commissioner of Charities

## GUIDANCE

Recognising that community organisations often run on limited resources and may have difficulty affording legal advice, our Community Organisation Clinic offer free basic legal guidance on operational issues for community organisations in Singapore whose objectives meet community concerns or needs.

Project Law Help assists community organisations doing community work in Singapore by matching eligible organisations with volunteer law practices that provide pro bono non-litigation corporate legal assistance, such as transactional help and legal advice.

During the financial year, **14** community organisations registered for the Pro Bono SG's Community Organisation Clinic (COC), a free one-off 45-minute consultation during which a volunteer lawyer provides general legal guidance. COCs are useful for community organisations exploring legal issues for the first time -for example, if they have basic legal queries on setting up a non-profit organisation or registering as a charity. COC provides community organisations with clarity and guidance on the next steps to take.

These COCs were held virtually through video-conference. Volunteer students from the National University of Singapore provided paralegal support at these consultations to gain exposure to actual legal matters and understand the important role legal clinics play in facilitating access to justice.

The main issues community organisations sought legal guidance on during the financial year were:

1. Entity legal structure and corporate governance
2. Intellectual property
3. Privacy, confidentiality and liability

## REPRESENTATION

A further **15** community organisations were successfully matched out of 23 who applied, with law firms for more substantive legal assistance under Pro Bono SG's Project Law Help initiative where the firm represented them on a pro bono basis. The law firms can assist with non-litigious corporate matters, such as drafting and reviewing contracts and policies, advising on compliance with charities governance issues, personal data protection laws, employment laws and intellectual property laws. The top issues which were seen were on:

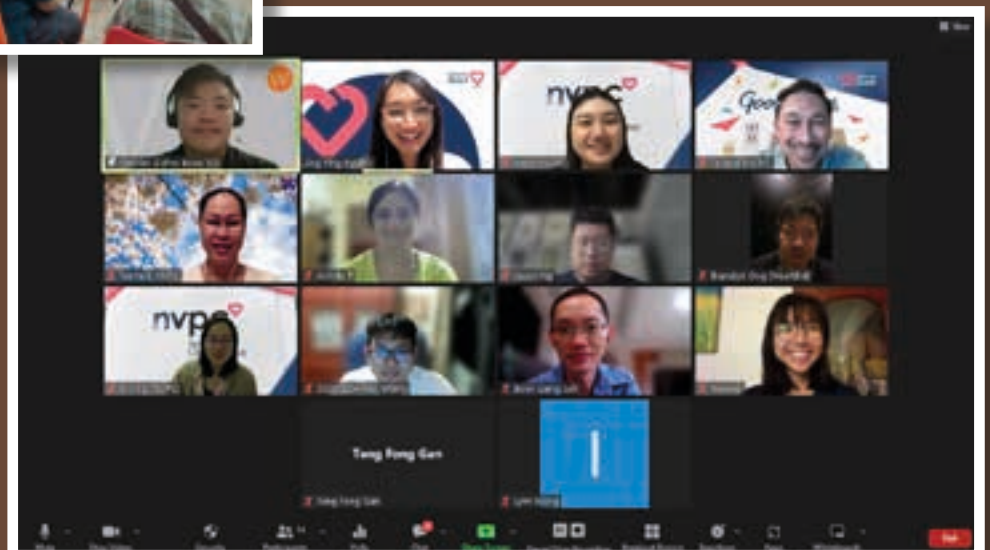
1. Contracts and agreements
2. Entity legal structure and corporate governance
3. Privacy, confidentiality and liability
4. Grants, fundraising and revenue generation
5. Intellectual property

# SNAPSHOTS OF EVENTS

## “ Testimonials from Community Organisations

*“The lawyer explained the steps to be taken in an easily understood manner for lay persons. It was greatly appreciated.”*

*“LSPBS (now Pro Bono SG) is a wonderful service, for charities. It guides us to do what is right and necessary. We are very thankful for such professional inputs.” (sic)*



# COMMUNITY LAW CENTRE





# COMMUNITY LAW CENTRE



## COMMUNITY LAW CENTRE HOSTED BY TIAN DE TEMPLE

On 31 January 2023, Pro Bono SG launched our community lawyering initiative to provide legal assistance to the most socially excluded, who may be facing financial, mobility, technological and other social challenges. Such legal assistance is provided through our branch office, a Community Law Centre set up to focus on the needs of the North East District in Singapore.

Hosted free of charge by Tian De Temple along Hougang Avenue 5, Pro Bono SG's Community Law Centre works hand in hand with community partners in the vicinity, such as Community Development Councils, Family Service Centres, Social Service Offices and Social Service Agencies, to holistically meet the needs of the most vulnerable.

Recognising the need to meet people where they are, and the multifaceted nature of access to justice which requires multidisciplinary support, the Community Law Centre operates in close proximity to low-income families and other community professionals.

The full range of services provided by Pro Bono SG is available for registration at the Community Law Centre.

The Community Law Centre is supported by a full-time core team comprising the Head of Community Lawyering, two community lawyers and a centre manager. The team has language proficiencies in English, Mandarin, Malay, Teochew and Hokkien and a wealth of experience delivering access to justice services to needy and vulnerable individuals in collaboration with the social sector.



(L-R, Goh Qian Hui (Community Law Fellow), Alice Tan (Community Law Advocate), Natasha Baobed (Centre Manager) and Cai Chengying (Head of Community Lawyering))

# COMMUNITY LAW CENTRE

## MEMORANDUM OF UNDERSTANDING SIGNED ON 20 AUGUST 2022

The community lawyering initiative was borne out of a Memorandum of Understanding signed by Pro Bono SG, R. S. Solomon Foundation Limited, Singapore University of Social Sciences and Tian De Temple in the presence of Mr Edwin Tong, SC, Minister for Culture, Community and Youth and Second Minister for Law on 20 August 2022.

Pursuant to the MOU:

- Pro Bono SG recruited and deployed community lawyers and staff to the Community Law Centre and managed the volunteers supporting the Community Law Centre;
- R. S. Solomon Foundation Limited (established by R. S. Solomon LLC), mobilised the key funding support required to set up the Community Law Centre;
- Tian De Temple hosted the Community Law Centre on their premises free of charge; and
- The Singapore University of Social Sciences will support the Community Law Centre's manpower needs by recommending suitable graduates to be recruited as full-time lawyers and students for internship opportunities.



(L-R Standing, Richard Siaw, Lee Hong Chuang, Minister Edwin Tong, SC, Tanguy Lim, Tris Xavier  
L-R Seated, Milona Xia, Kelvin Wong, Raymond Wang, Professor Cheong Hee Kiat)



# COMMUNITY LAW CENTRE



## LAUNCH EVENT ON 31 JANUARY 2023

Pro Bono SG wishes to express our heartfelt appreciation to:

- Minister Edwin Tong, SC, for lending his presence to the MOU signing and launch event, donating his court bag for auction to raise funds and for the strong support of the Law Ministry.
- Pro Bono Ambassador 22/23 Mr Richard Siaw, Managing Director of R. S. Solomon LLC, for his remarkable efforts in spearheading the initiative and mobilising partners and supporters to make the Community Law Centre a reality.
- The donors to the community lawyering initiative, in particular:



*Our inaugural Community Law Champion Mr Li Zhong Hua for his contribution of \$200,000*



*The Singapore Teocheew Foundation for their contribution of \$200,000;*



*R. S. Solomon Foundation Limited and its patron Ms Milona Xia for seed funding of \$50,000*



*Mr Lim Soon Hock for generously bidding \$43,888 for Minister Edwin Tong's court bag.*

Watch the highlights from the official launch of our Community Law Centre at <https://youtu.be/jQPKc11HzDg>  
Please refer to page 62 for our top supporters.

# STATISTICS

Impact from 1 February to 31 March 2023

**283**  
applicants

(Of which, 95% of applicants were walk-ins)

## Top 5 Case Types:

1. Estate (Probate and Wills)
2. Family (Divorce / PPO / Maintenance / Custody)
3. Neighbour Disputes
4. Mental Capacity / Guardianship / Deputyship / Adoption
5. Property / Mortgage (Civil)

## Satisfaction survey

**99%** would recommend CLC to others

**95%** would consider taking course of actions suggested

**97%** would return to CLC for future needs

Vast majority rated “Very Satisfied” or “Satisfied” when surveyed on ease of finding premises, efficiency of registration, friendliness and helpfulness of staff, helpfulness of lawyer’s advice, length of session with lawyer and waiting area and consultation room.



## Quotes from Community Partners

*“As one of the professional panellists in our Crisis Support Team (CST), Pro Bono SG has provided timely support and ringfence risk for our social workers with their crisis cases in our monthly sessions. Their vast legal knowledge and social-minded perspective have not only enabled the sound clinical decisions facing the crises and in the formulation of the intervention plan, but also strengthened our social workers’ confidence in their judgments and made them to feel not alone. In addition, with their passion in supporting the community, Pro Bono SG is always willing to extend their support to our team, our cases and the community even out of the CST platform. I am truly grateful to have Pro Bono SG to be our service partner and supporting us and our community in this journey.”*

- South Central Community Family Service Centre

*“The team at Pro Bono SG has been a wonderful advisor to South Central Community Family Service Centre’s The Inclusive Fund programme, an initiative that supports lower-income transnational families facing systemic challenges. We appreciate their stewarding legal advice they have given to our social workers as to navigate structural challenges more effectively, extending offering practical and legal services for the families, and the extra mile in which they have done for the families – truly delivering service in the community as an alonsider.”*

- South Central Community Family Service Centre

## Social sector engagement

- Engaged over 400 social workers and over 20 community partners to collaborate on the community lawyering initiative
- Supported multidisciplinary case review panels and crisis support teams of community partners
- Outreach talks to build capacity of social sector and clients
- Meeting a wide range of community needs including issues concerning the elderly, child protection, mental health, neighbourly disputes, transnational families and low-income families



## Testimonials from Applicants

*“Over satisfied. The advice provides a starting point for me.”*

*“Lawyer is very clear and helpful!”*

*“All very good and satisfied. Excellent service!”*



# PRO BONO STORIES

Embark on a captivating journey through the heartfelt encounters at the Community Law Centre as recounted by our Volunteer Storyteller, Anita Parkash.

## FACES AT THE FRONTLINE

I am seated on a colourful pouf in a corner of a container office that is Pro Bono SG's Community Law Centre (North East) in Hougang (CLC). Over a lunch of sandwiches, the three ladies who are the engine-room of day-to-day operations at the CLC share with me their journeys in life that have led them to serve the community through this initiative. These are short sketches of my interactions with them and my key takeaways. Hopefully, some of this will inspire you to reach out to help in whatever way you can.



(L-R, Goh Qian Hui (Community Law Fellow), Natasha Baobed (Centre Manager), Anita Parkash (Volunteer Storyteller), and Alice Tan (Community Law Advocate))

### Bridging Gaps

I am chatting with Alice Tan and it is clear that Alice can't help wanting to help. She has over the course of her career served in the public service, contributed as a Criminal Legal Aid Scheme (CLAS) volunteer and now is a full time Community Law Advocate with the CLC. On the latter, she shares that she connects with the initiative on a number of levels. First, the Teochew environment. Alice grew up speaking the language at home and the neighbourhood represents a kind of cultural homecoming for her. Second, the rental flat demographic which, as a child, Alice herself was a part of. She is acutely aware of the challenges faced by that segment of the community and therefore feels that she is best placed to help.

On more than one occasion, Alice uses words like 'happy' and 'delighted' to characterise how she feels about her work at the CLC. She expresses the sentiment with so much earnestness and so little ego that my mind can't quite wrap itself around it. Candidly, I can appreciate how the nature of the work may be meaningful and deeply fulfilling - but delight is a stretch for me. I am curious about the source of her passion so I probe a little deeper. As Alice shares, I realise that what I see as problem-solving, she sees as bridge-building. Access to justice is not just a knowledge gap or a money gap to be filled. It is also a culture gap, a language gap and a physical access gap to be bridged. Alice, through her work on the CLC project, sees it as her mission to build bridges across those gaps for the community. Alice shares how they have received visitors seeking legal advice from outside Hougang, some of whom have travelled considerable distances, which is why the team admits visitors even if they arrive past the formal consultation hours.

It suddenly makes sense to me as a fellow builder - albeit of different things with different tools. When we build using what we are good at, towards achieving some good, it is happiness and delight that we feel. From the tiny container office, Alice works hard to bridge gaps with her expertise and experience because she has lived enough of life to know that justice is not a zero-sum game, and faith paves the way for hope. It is no wonder then that Alice's passion for what she does simply can't be contained.



**Alice Tan**  
Community Law Advocate

# PRO BONO STORIES

## **Removing Friction**

The first time I meet Natasha Baobed is on a visit to a social services organisation in Buangkok. She has an air of no-fuss competence that makes me want to pick her to be on my team in a fight. So, I am a little intimidated when we sit down to talk about her work as Office Manager of Pro Bono SG's Community Law Centre (North East) in Hougang (CLC). It does not take long for me to discover that Natasha's steely exterior belies a deeply empathetic spirit. Her team-mates laugh as they recount how Natasha is the resident 'counsellor' whose superpower is her ability to communicate even with people she does not share a language with. I ask Natasha what motivates her to care and she shares that she has always had an interest in the legal field and a passion for social service work – the latter a result of her father's own active volunteerism. She confides that it was not straightforward to find a way to connect these two passions.

Her start in the legal services space was as an allied legal professional in the real estate department of a law firm. While she benefitted from her time in that space, she began to feel like her calling required her to be using her allied legal skills towards serving the community in a more direct way. So, when an opportunity arose to get involved in legal pro bono, she jumped at it. Natasha, like many of her teammates, wears many hats. She is involved in running Pro Bono SG's legal clinics and used to be involved in the Family Justice Support Scheme. Yet, when approached to take on another portfolio in the form the CLC, in her words:

***"I didn't even ask any questions, I just said yes."***

In the short few months that the CLC has been open, Natasha shares how it has been eye-opening to encounter people who are often just frustrated with navigating the system on their own and looking for some form of clarity, someone to look out for their interests. She shares how sometimes it is not even legal advice that is needed but help navigating administrative processes that, in catering for the masses, can sometimes inadvertently create an unlevel playing field for those who have special needs. For Natasha, access to justice is about providing peace of mind and you do not have to be a lawyer to play a part in that, you simply have to decide to help the best way you can. By walking the talk one extra mile at a time, Natasha is very much the grease that helps the wheels turn smoothly for those who come knocking on the CLC's doors for help.



**Natasha Baobed**  
Centre Manager



# PRO BONO STORIES

## ***Innovating Ground-Up***

With just three years of post-qualification experience, it is easy to cast Goh Qian Hui as the baby of the group. That would be a mistake. Right from the start of our conversation, her insights are composed, articulate and thoughtful. Unlike peers who graduated and took conventional routes in legal service, practice or academia, Qian Hui decided to follow her own true north in social services. She shares how difficult it was to try and find a job in the social services sector without any prior work experience. A chance encounter with a job advertisement by Pro Bono SG was all Qian Hui needed to turn her calling into her first full time job right out of law school and she has not looked back since.



Qian Hui speaks with the confidence of someone who not only cares about her work but who cares about thinking deeply and critically about her work. She shares her observations about the 'last mile' challenges of the access to justice landscape. She speaks passionately about the need for practice and policy, innovation on the ground and strategic visioning, to work in tandem to address such challenges. She holds my attention with a nuanced articulation of how the Community Law Centre initiative is an important way to address the crucial need to create awareness of schemes of support and provide simple practical guidance of how to access them amongst the people who need them most. She points out that by meeting their needs where they are, and working in tandem with social services which are the touchpoint, the CLC is a meaningful attempt to reach the most vulnerable: the young, the elderly, the severely disadvantaged. With her Community Law Centre Fellow hat on, observations and ideas tumble out of her.

Then she catches her breath with this punchline:

***"I think I am one of the very few people in my age group who is able to say I actually love my job."***

I believe her completely. I ask her where she gets the courage to not be swayed by peer-pressure to find success in the law in the usual ways. She shares that it has never been a challenge for her to choose to stay the course over a traditional career in practice especially since she has the unwavering support of her parents to pursue her chosen path. She concludes with the sober-minded view that it is pointless to compare herself with others who have more when every day she encounters many who have so much less. I can't help but wonder at the wisdom of this three-year-old.

**Goh Qian Hui**  
Community Law Fellow



# PRO BONO STORIES

The Community Law Centre has also attracted an outpouring of support from the legal profession and community at large.



We thank Allen & Overy LLP for their strong support of our work, including contributing towards this soundproof pod so that our staff may work in a conducive environment.

In the following article, Anita Parkash interviews Steven Goh of Chang Tien Kong, one of the four constituent temples of Tian De Temple.

## STRENGTHENING COMMUNITY THROUGH LAW

Uncle Steven helped with the set-up of the containers – installing lights at the entrance for safety, blinds on the windows for privacy, even proposing pruning a tree so that the signage for the Community Law Centre would not be blocked from view. He regularly checks-in on the CLC staff, reminds others in the community to look out for them, and does all of this without having any formal responsibility to do so.

We manage to convince Uncle Steven to speak with us and I start by sharing with him how highly-regarded he is by the onsite CLC team who see themselves as beneficiaries of his kindness. Uncle Steven sheepishly expresses that his heart is full from the gratitude being expressed. I ask him why he goes the extra mile to help and his answer bears quoting:

***“Aiyah, this one is common sense what. You see people under the hot sun, you got umbrella... you must share what.”***

He says it so sincerely, so matter-of-factly, that it is my heart that is full of gratitude for this simple truth.

Noblesse oblige is the conventional conception of charity. Those who do well have an obligation to do good. This is an important duty. Without it, a project like the Community Law Centre could not have broken ground. But Uncle Steven’s comment strikes me as a deeply profound counterpoint to the concept because it compels everyone, regardless of station or privilege, to do what they can to alleviate the suffering of their neighbour as a simple, logical imperative.

From that moment, the CLC comes into sharp focus for me as the place where the learned friend helps as the good neighbour – to strengthen community through the law. So be a good neighbour and reach out to help in whatever way you can. There is no act of service too small.

# HELP THE LEAST, THE LAST, AND THE LOST IN **LAW**.

**DONATE NOW**



<https://give.asia/charity/probonosg>

**Any amount is greatly appreciated!**

*Email [give@probono.sg](mailto:give@probono.sg) if you wish to donate using other modes.*



JUSTICE FOR ALL



# HEROES IN LAW



# CLAS FELLOWS AND ADVOCATES

In 2015, we launched the CLAS Fellowship, a program designed to train junior lawyers in pro bono criminal defence work as a service vocation. Each year, passionate junior lawyers join our charity as CLAS Fellows, dedicating themselves to providing pro bono legal services as a full-time calling. These Fellows represent individuals in need who cannot afford lawyers in court, through our criminal legal aid and other pro bono services. The recruitment of CLAS Fellows relies on our fundraising efforts and the generosity of our supporters.

Our CLAS Fellows receive mentorship from our experienced CLAS Advocates and other senior practitioners from the criminal bar. These Advocates are former CLAS Fellows who have chosen to dedicate their professional careers to pro bono criminal defence and the mentorship of like-minded junior lawyers. We are grateful to the Ministry of Law for their support of the CLAS Advocates program since 2017.



CLAS Fellowship 22/23 (L-R, Tan Su (CLAS Fellow 2023), Stephanie Wong (CLAS Fellow 2022), Sadhana Rai (Head of Representation), Alice Tan (CLAS Advocate), Pramath Vijayakumar (CLAS Advocate))

***“You can take Alice out of Pro Bono but you can never take Pro Bono out of Alice” holds ever so true here. As she closes the chapter of her life in crime, albeit leaving that door slightly ajar, it has been both a joy and a privilege moving into the heartlands to serve the needs of the lost, the last and the least.***

## **Alice Tan** CLAS Advocate

*Currently a Community Law Advocate at the Community Law Centre at Tian De Temple*

Alice joined Pro Bono SG as part of the inaugural batch of Fellows in 2015. After her term ended, she resumed practice but felt a deep calling to return to pro bono work. She returned to join the team in 2021 as a CLAS Advocate to fulfil this calling.

For Alice, each day at work as an Advocate and mentor brings with it challenges and joy in equal parts. Alice enjoys pitting herself against these challenges and walking away with new experiences and takeaways which enrich her life.

Alice also enjoys mentoring young lawyers and student-Interns in the hope that the heartbeat for pro bono work will become stronger in the generations of lawyers to come.



# CLAS FELLOWS AND ADVOCATES

## **Pramnath Vijayakumar** CLAS Advocate

Pramnath's time in private practice led to a yearning to use his legal skills for the benefit of the wider community. Thus, he first joined Pro Bono SG (formerly known as Law Society Pro Bono Services) as a CLAS Fellow and currently occupies the more senior role of a CLAS Advocate.

Apart from his practice, Pramnath particularly enjoys engaging with young lawyers and law students to impart the value of pro bono work and to also foster an appreciation for the impact that we, as lawyers, can have on the wider community.

*It is my unwavering belief that the legal profession is privileged to play a critical role in ensuring equal access to justice. Pro bono work reminds us that the law exists to serve everyone, regardless of their financial circumstances. In this fast-paced world, we must stay attuned to the very real problems that everyday Singaporeans face.*

*My journey with CLAS and Pro Bono SG started out of sheer curiosity and as an exploration of new and unfamiliar territories. Naturally, it was daunting at the beginning and at times just plain terrifying, but it has been nothing but an adventure since.*

*My experience at CLAS has helped me grow in so many ways, both as a person and as a lawyer. I relish meeting people, listening to their stories and retelling them to others, including themselves. And so I would say: be bold, be curious, and follow your heart wherever it takes you, because it will bring you farther than you would ever have imagined.*

## **Stephania Wong Wan Kee**

Stephania was called to the bar in 2018 and joined Pro Bono SG as a CLAS Fellow in 2021, after doing commercial litigation work in private practice for two and a half years. As a member of the Law Society's Young Lawyer's Committee, she is also on a mission to encourage her juniors and fellow members of the bar to take up pro bono work and more importantly, do what inspires them. It gives her satisfaction to know that with legal aid, there would be fewer lone people in the courtrooms, because everyone could do with a little company and a lot more kindness.

## **Tan Su**

Su graduated from the National University of Singapore with a Bachelor of Laws in 2020 and was called to the Singapore Bar in 2021. She started her legal career in the Corporate & Commercial Department at Allen & Gledhill LLP and made the recent decision to venture into pro bono criminal work.

*My first three months at Pro Bono SG have been a wonderful learning experience so far. I am not only developing my skills as a lawyer, but I am learning much from connecting with individuals from all walks of life – indeed, I am beginning to internalise the seemingly obvious fact that everyone you pass on the street has a story. I love observing how CLAS is a nuanced medley of striving to serve the ends of (and providing equal access to) justice on the one hand, as well as providing hope, guidance and even friendship, on the other. I am certain that my year as a CLAS Fellow will be extremely fulfilling.*

# VOLUNTEERS

## OVERVIEW OF THE YEAR

Throughout the year, volunteers have been an integral part of Pro Bono SG's programmes and schemes, making it possible for our needy and vulnerable to receive legal aid without disruption. The year's successes were largely due to individuals and law firms who came alongside us on this journey, providing legal aid and advice to individuals and communities in need, ranging from victims of domestic violence to migrant workers facing exploitation.

These volunteers come from a diverse range of backgrounds. Aside from practitioners and in-house counsels, law firms, law schools, and undergraduates make up the bulk of our volunteers. Their expertise, commitment, and passion for justice have been critical to the success of our efforts.

## During the financial year

Pro Bono SG registered  
**381** new volunteers.

**66** volunteers generously offered their time and resources to the Family Justice Support Scheme.

**20** lawyers took on at least a case, providing pro bono legal representation or charged fees lower than their usual rates to applicants.

**15** volunteers and **13** law firms volunteered for Community Organisation Clinics and Project Law Help respectively to support charities, non-profits and social enterprises to do good better.

**368** lawyers volunteered at the Pro Bono SG legal clinics for individuals, providing legal guidance or paralegal support for needy and vulnerable applicants.

**101** volunteers were mobilised for legal awareness outreach via legal talks and webinars.

**232** volunteer lawyers took on at least one case under CLAS, providing legal representation to accused persons with limited financial means, facing non-capital offences.

**71** volunteers helped out at our migrant worker outreach events.

**1,372** participants attended  
**19** webinars curated to support and upskill our volunteers.

**432** students volunteered across all schemes.

# VOLUNTEERS

## PROGRAMMES TO SUPPORT VOLUNTEERS

We have a number of programmes to support our volunteers, including:

- Capacity building and training talks;
- Screening and assessing applicants' suitability for our various schemes;
- Volunteer Initiative Support Scheme which assists practitioners undertaking their own pro bono initiatives with administrative support and volunteer coordination and mobilisation; and
- Social Service Agency referral service which helps practitioners identify relevant assistance schemes to help their clients.

Striving for excellence and an integrated approach in delivering access to justice, we have developed systems and procedures for the running of pro bono programmes, such as programme administration, volunteer mobilisation and volunteer support materials, which are valuable resources for other organisations seeking to start or develop their pro bono programmes.

We support these organisations by providing ready access to our resources, assisting volunteer recruitment by publicising their pro bono opportunities to our pool of volunteers and organising regular inter-agency networking sessions to share about new developments and needs within the pro bono landscape. For instance, the Joint International Pro Bono Committee assists community organisations based in Singapore but doing community work overseas with pro bono non-litigation corporate legal assistance.

We work closely with law faculties, pro bono law centres and law student pro bono groups such as the NUS Pro Bono Group, SMU Pro Bono Centre and the SUSS Pro Bono Student Group to provide meaningful pro bono volunteer opportunities for law students.

### Volunteer Capacity Building Series

During the course of the year, various training sessions were conducted to enhance our volunteers' capabilities through the Volunteer Capacity Building Series (VolCapB Series) and CLAS training.

Volunteer Capability Building Series (VolCapB Series) as set out below, reached **736** participants, mostly lawyers.

Date	Topic
22 November 2022	How to Engage and Manage Victims of Online Harms
28 February 2023	Engaging and Managing Clients with Disabilities

### Feedback

*"She (Simran Toor) was engaging, kept a light touch on what may otherwise be heavy topics."*

*"Lorraine Lim shared fresh perspectives in terms of harm and impact to victims."*

*"He (Sunil Sudheesan) was able to offer both practical and legal solutions."*

*"Jocelyn had very good knowledge on her topic area and was able to add to the discussion in an interesting manner."*

*"Paul (Chin) was very informative with his sharing. I am particularly impressed by his sharing of how one can be personal & professional at the same time when dealing with issues involving persons with special needs."*

*"I appreciated her (Peggy Yee) candid sharing on her experience in dealing with clients with intellectual disabilities, both diagnosed and undiagnosed."*

# VOLUNTEERS

## Volunteer Wellness

To help legal professionals to manage challenges and stressors that can cause burnout, we conducted the webinar “What Doesn’t Kill You May Leave a Scar”<sup>16</sup>. Our panellists Stefanie Yuen-Thio (Joint Managing Partner, TSMP Law) and Dirk Feinauer (Director, Feinauer Law), together with moderator Sadhana Rai (Head of Representation, Pro Bono SG), shared how they manage common stressors, how to avoid burnout and signs to look out for. The webinar reached **157** lawyers.

## Feedback

“Thank you very much! I greatly look up to Ms Sadhana Rai and it was especially meaningful when she was vulnerable and open with her struggles on how unhealthy this high-performance driven and demanding industry can be too. All the best!”

“It is ok to not be ok and regardless of the stigma on mental health in this industry, we should seek help nevertheless if not we won’t be able to give our healed/better self to those around us.”

“As a practising lawyer myself, it was a valuable opportunity to hear from leading senior lawyers as to how they managed the demands of practice and achieved work-life balance.”

## CLAS Training Programme

Criminal Legal Aid Scheme (CLAS) Training Programme as set out below, reached **479** participants, mostly lawyers.

Date	Topic
07 July 2022	Module 1: Arrest and Investigations – Empowering Your Client
21 July 2022	Module 3: The Bridge Between the Prosecution and Defence: Representations & CCMS
1 August 2022	Module 2: Taking Instructions and Conduct of Solicitor
4 August 2022	Module 5: Sentencing Advocacy – Putting Your Best Case Forward
11 August 2022	Module 6: Forensic Sciences - Drug Analysis for Lawyers
18 August 2022	Module 7: Forensic Sciences - DNA Profiling and Forensic Criminology in Criminal Cases
31 August 2022	Module 8: Expert Witnesses - Forensic Psychiatrists and Defence Counsel On The Stand
1 September 2022	Module 9: Statements, Evidence and Impeachment
8 September 2022	Module 10: Defending Vulnerable Accused Persons: Psychiatric, Psychological Illnesses and ID
15 September 2022	Module 11: Sexual Offences
22 September 2022	Module 13: Mastering Examination-in-Chief
28 September 2022	Module 12: A Perfect Case Theory
29 September 2022	Module 14: The Art of Cross Examination (1) – Key Strategies, Structure and Advice
6 October 2022	Module 15: The Art of Cross Examination (2) – Of Vulnerable, Expert, and Hostile Witnesses
13 October 2022	Module 16: Criminal Motions, Revisions, and Appellate Advocacy
19 October 2022	Module 4: Vulnerable Offenders? - Probation and Community-Based Sentences

<sup>16</sup> To watch the full webinar, head to <https://youtu.be/ZqS0t7aXx2U>.

# VOLUNTEERS

## Feedback

*“Eugene Thuraisingam’s suggestions on phrases to use with your client when taking instructions were particularly helpful.”*

*“The contents provided on the presentation slides were straightforward and clear and not too wordy.”*

*“The two panellists (Sunil Sudheesan and Tan Kiat Pheng) complemented each other very well - the insights were most useful in terms of what a defence counsel should do and how to anticipate the AGC’s needs and agenda.”*

*“Great to have an insight into the considerations of the Probation Officers. Ashvin (Hariharan) was very well prepared for this Seminar as well.”*

*“Sanjiv (Kumar Rajan) was passionate about the topics discussed.”*

*“Ms Sadhana Rai was clear in signposting, and raised thought provoking questions.”*

*“Excellent materials. It was incredibly helpful and I liked that he (N Sreenivasan, SC) shared stories of cases which he conducted.”*

*“Learned a lot about Case Theory preparation from Mr Tan (Chee Meng, SC), passive and active defences, practical tips like chronologies and flow charts.”*

*“Mr Francis Ng’s enthusiasm about the subject matter was apparent - very pleasant to listen to!”*

*“Mr Ramesh (Tiwary) was very candid and open about the mistakes he might have made previously. Comforting to know that even the most skilled DCs make mistakes at times.”*



We continue to conduct our Volunteer Orientation sessions every third Wednesday of the month to share about the work we do and the various volunteering opportunities. The sessions are conducted virtually via Zoom during lunchtime, making it accessible for our volunteers. 270 participants attended these sessions over the year to find out more about Pro Bono SG and the many ways they can volunteer with us.

## TESTIMONIAL FROM VOLUNTEERS

### Volunteer Lawyers

We celebrate with Mr Lee Wei Yung, a committed Pro Bono SG volunteer lawyer for over 10 years who was awarded the WeCare @ North West Award from North West CDC in March 2023. Mr Lee was recognised for his outstanding commitment to serving the community, dedicating his time and legal expertise to those in need. During these years, he served over 150 legal clinic applicants, giving general legal guidance. As an expert problem solver, he helped needy and vulnerable applicants faced with a range of personal issues on how to navigate them, provided roadmaps and at the same time referred them to relevant agencies/entities for further assistance.





# VOLUNTEERS

*“The opportunity to make a difference is a key motivation in my volunteering work, especially when I am able to represent needy and vulnerable clients. Doing justice can make a difference in people’s lives and Pro Bono SG has been very supportive.”*

**- Mr Lee Wei Yung, Tito Isaac & Co LLP, Volunteer Lawyer**

*“After I entered the legal industry I came to realise the large number of migrant workers that go through a criminal matter unrepresented. Regardless of the offence they may have committed, I firmly believe that everyone deserves their day in Court and also deserves to get the best representation possible.*

*It was also a good opportunity for me to meet other lawyers and get involved in something bigger than just a job. This helped me experience a great sense of fulfilment as I was using my skills to contribute to the community.*

*The biggest highlight has been the Migrant Justice League as it has allowed all of the various stakeholders come together and enjoy the day together over their love of cricket. Most of our interactions with applicants is during our clinic sessions or in Court where we discuss heavy topics such as their disputes with employers or the injuries they suffered at work. It always feels good to be able to help someone get proper legal advice and representation and make a positive impact in their lives. However, the feeling of being out together in the sun and united by the love of friendship and sports just had a different kind of feeling.”*

**- Mr Adnaan Noor, WongPartnership LLP, Volunteer Lawyer**

## Students

*“I learnt a lot about court proceedings, different types of court documents and legal terms, which really broadened my perspective on what the law is and how it impacts us. Overall, my internship has allowed me to sharpen my legal knowledge and improved my multitasking abilities and communication skills. I’ve thoroughly enjoyed it!”*

**- Michaela Oey, student volunteer with Family Justice Support Scheme**

*“It gives me a good insight into the difference between pro bono legal advice and pro bono lawyer, which I used to think is the same. I also learnt a lot more about the different schemes available out there to help people who need legal advice. It is very rewarding work. There is a lot of meaning in leading the applicants towards the legal advice they can get. Perhaps it is a very small step in their long journey to resolve their issues, but it is a very important step. I also feel very welcomed by the team, and I do not feel out of place or struggle to find my place in this attachment.”*

**- Yang Liling Robyn, MOE Teacher Work Attachment volunteer with the Community Legal Clinics**

## QUOTES FROM PARTNERS

*“Pro Bono SG has been at the forefront of driving skills-based volunteerism within the legal profession in Singapore. As a key National Intermediary of the SG Cares movement, Pro Bono SG, through its initiatives and programmes, plays a pivotal role in mobilising legal professionals to improve the lives of the needy and vulnerable. Beyond service delivery, Pro Bono SG also strengthens capabilities of non-profit organisations in the SG Cares Community Networks, allowing the ecosystem of care to make a bigger difference.*

**- SG Cares Office**

# VOLUNTEER RECOGNITION

We thank all our volunteers who supported us in the past year to serve the needy and vulnerable.

In particular, the volunteers listed below have gone beyond the call of duty when carrying out our pro bono mission. Their commitment to serve is the reason why we are able to reach out and touch many lives.

## **Ad Hoc Pro Bono Scheme (Individual)**

- Alson Tan Yun Hao
- Bestlyn Loo Yinglin
- Chettiar Kamalarajan Malaiyandi
- Chiam Jia-An
- Daniel Ho Soon Wah
- Desmond Chng Teck Kian
- Dierdre Grace Morgan
- Jeanny Ng
- June Lim Pei Ling
- Lee Wei Yung
- Leo Zhi Wei
- Lyndon Choo Hao Ren
- Maheswari Rani d/o Krishna
- Melvin Chan Kah Keen
- Ramesh Chandr Tiwary
- Rebecca Vathanasin
- Roxanne Hon Yo Rou
- Sara Ng Qian Hui
- Stephania Wong Wan Kee
- Suang Wijaya
- Tan Heng Thye
- Vivian Siah Jiayi
- Wilbur Lua Wei Liang
- Yeow Tin Tin Margaret

## **Ad Hoc Pro Bono Scheme (Firm)**

- Covenant Chambers LLC
- CSP Legal LLC
- Drew & Napier LLC
- Eden Law Corporation
- Eugene Thuraisingam LLP
- Gloria James-Civetta & Co
- HOH Law Corporation
- Jeanny Ng
- Kennedys Legal Solutions
- Providence Law Asia LLC
- Rajah & Tann Singapore LLP
- Rajan Chettiar LLC
- Ramana Law Corporation
- Ramesh Tiwary
- Summit Law Corporation
- TSMP Law Corporation
- Tito Isaac & Co LLP
- Vicki Heng Law Corporation
- Withers KhattarWong LLP

## **Assist NPOs - Community Organisation Clinic**

- Juliana Yap
- Liu Siew Rong

## **Assist NPOs - Project Law Help**

- Dentons Rodyk & Davidson LLP
- Latham & Watkins LLP

## **Criminal Legal Aid Scheme (Individual)**

- Ashvin Hariharan
- Don Tan Jun Hao
- Fong Mun Yung Gregory John
- K Jayakumar Naidu
- Lim Lei Theng

## **Criminal Legal Aid Scheme (Firm)**

- Allen & Gledhill LLP
- Fong & Fong LLC
- TSMP Law Corporation

## **Community Legal Clinic (Individuals)**

- Adnaan Noor
- Benavon Lee
- Khong Zi-Xie
- Nicholas Toh Wei Ming
- Sean Yeo Swee Quan

## **Community Legal Clinic (Firms and Organisations)**

- Allen & Gledhill LLP
- Dentons Rodyk & Davidson LLP
- Drew & Napier LLC
- National University of Singapore
- Rajah & Tann LLP
- Shook Lin & Bok LLP
- Singapore Management University
- Singapore University of Social Sciences

## **Civil Legal Clinic (Individuals)**

- Jaya Malhotra

## **Family Legal Clinic (Individuals)**

- Lee Wei Fan
- Mahadevan Lukshumayeh
- Stephanie Hong May Leng

## **Family Justice Support Scheme**

- Jenny Lai
- Margaret Yeow
- Wong Soo Chih

## **Law Awareness (Outreach)**

- Amira Budiyo
- Eunice Chua
- Josephus Tan
- Joshua Ho
- Lim Liyen
- Low Seow Ling
- Luo Ling Ling
- Ng Joo Khin
- Patrick Tay
- Peggy Sarah Yee
- Rajan Chettiar
- Richard Siaw
- Serene Gan

## **Migrant Workers Legal Clinic (Firms and Organisations)**

- Clifford Chance Asia
- Latham & Watkins LLP
- National University of Singapore
- Sidley Austin LLP
- Singapore Management University
- Singapore University of Social Sciences
- WongPartnership LLP

## **Migrant Workers Legal Clinic (Individuals)**

- Adnaan Noor
- Leo Zhi Wei
- Matthew Chow
- Sayeed-UI Mursalin
- Sreekanth C Nair
- Sreeraam Ravenderan

# PRO BONO AMBASSADOR 2022/2023



The Law Society of Singapore has presented the prestigious Pro Bono Ambassador Award 2022/2023 to Mr. Richard Siaw Kin Yeow! With his unwavering dedication and passion for pro bono services, Richard has made a remarkable impact on our legal awareness initiatives, clinics, and Criminal Legal Aid Scheme for over a decade.

Richard was instrumental in launching our first-ever Community Law Centre, and he continues to tirelessly mobilise funding support and forge partnerships for Pro Bono SG. We are truly grateful for Richard's invaluable contributions to the community, and we congratulate him wholeheartedly on this well-deserved recognition.

In 2023, we are excited to see Richard's continued efforts in advocating for the needy and vulnerable, and his unwavering commitment to making a positive difference in our society.



# SHIELD BEARERS



# DEVELOPMENT OVERVIEW



**Funds Raised**  
**\$1,534,762.46**



**Fundraising Expenses**  
**\$116,397.95**



**Fundraising  
Efficiency Ratio**  
**8%**



# FUNDRAISING CAMPAIGNS



## Duration of Campaign:

1 December 2021 to 30 November 2022  
and 29 November 2022 to 28 November 2023

## Campaign funds raised across various platforms during FY2022-2023:

\$150,304.40

*The campaign qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*

## INCLUSIVE JUSTICE

The Inclusive Justice campaign seeks to look after the individuals that are essential, but not often acknowledged or recognised. These can be foreign spouses, workers, or domestic workers who build our homes and care for our loved ones. They have chosen Singapore as their home and share our aspirations for a better future.

We believe that justice should be accessible and available for all, regardless of nationality, race, religion, or financial ability. We provide legal assistance to vulnerable and needy foreigners through the Criminal Legal Aid Scheme, Family Justice Support Scheme, and the Ad Hoc Pro Bono Scheme.

This campaign raised funds for those three schemes, so that we may continue to empower the least, the last, and the lost in law to achieve fair justice.

## JUSTICE IN ACTION/JUSTICE FOR ALL

As a general campaign, funds raised here directly support Pro Bono SG's programmatic and operating costs. Our programmes help protect and empower marginalised individuals through legal awareness and pro bono legal guidance and representation. We also support Singapore community organisations (non-profit organisations, charities, social enterprises) with legal assistance and capacity building, helping them to help others.



## Duration of Campaign:

15 April 2021 to 14 April 2022 and  
10 December 2021 to 9 December 2022

## Funds raised across various platforms during FY2022-2023:

\$843,422

*The campaigns qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*

# FUNDRAISING CAMPAIGNS

## HARRY ELIAS JUSTICE FUND

The Harry Elias Justice Fund was established to both honour the life of the late Mr Harry Elias, SC and sustain his legacy by raising funds for our Criminal Legal Aid Scheme (CLAS) and Ad Hoc Pro Bono Schemes (AHPBS).

Mr Elias, SC spearheaded the establishment of Pro Bono SG's Criminal Legal Aid Scheme in 1985 to help the less fortunate obtain free criminal defence. When CLAS was first established, he secured the dismissal of charges against a woman accused of stealing milk for her baby. Even in his 80s, Mr Elias, SC continued to volunteer his time and represent needy and vulnerable accused persons under CLAS.

Funds raised for this campaign supported the schemes that help us continue Mr Elias, SC's legacy and provide urgent legal assistance to those in need.



### Duration of Campaign:

8 December 2021 to 7 December 2022

### Campaign funds raised across various platforms during FY2022-2023:

\$82,966

*The campaign qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*

## FELLOWSHIP FUND

Junior lawyers join our charity each year to pursue pro bono legal services as a full-time calling. Through our schemes for criminal legal aid and other ad hoc services, these junior lawyers represent needy and vulnerable individuals who are unable to afford lawyers in court.

The Fellowship Fund was established to raise funds that engage junior lawyers to act for our beneficiaries in need of legal representation under our current and future representation schemes. Funds also cover their training and other practice-related costs.



### Duration of Campaign:

2 September 2021 to 1 September 2022 and 2 September 2022 to 1 September 2023

### Campaign funds raised across various platforms during FY2022-2023:

\$99,111

*The campaign qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*

# FUNDRAISING CAMPAIGNS

## THE SHIELD FUND

We recently rebranded to Pro Bono SG from Law Society Pro Bono Services in October 2022. The name change reflects the commitment of all of Singapore to support this community for good.

With the new name, we started our new general fund, The Shield Fund. This fund exists to ensure that Pro Bono SG can continue to defend the last, the least, and the lost in law. Funds raised for this campaign support our operating and programme costs.



### Duration of Campaign:

9 September 2022 to 9 September 2023

### Funds raised across various platforms during FY2022-2023:

\$191,822

*The campaign qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*



## FAMILY JUSTICE FUND

Officially launched in October 2022, the Family Justice Support Scheme (FJSS) seeks to plug gaps in the current justice system by providing legal representation at "low bono" rates for family law litigants who are not eligible for assistance from the Legal Aid Bureau but are unable to afford a lawyer; and free legal representation for low-income foreign spouses with Singaporean children.

FJSS provides a safe harbour for these individuals to overcome their challenges and resolve their family disputes. Since its pilot in 2020, the scheme has helped close to 200 beneficiaries. Pro Bono SG surveyed those beneficiaries, and 84% reported that the scheme empowered them to seek legal action, while 97% were more confident because of legal representation.

### Duration of Campaign:

29 November 2022 to 28 November 2023

### Campaign funds raised across various platforms during FY2022-2023:

\$2,050

*The campaign qualified for dollar matching under Tote Board's Enhanced Fundraising Programme, subject to caps.*

# TOP SUPPORTERS

We would like to offer a big thank you to all our supporters. As partners in our access to justice mission, your generosity has enabled us to reach out to the needy and vulnerable in the community. We hereby acknowledge the following donors, who gave \$5,000 or more to Pro Bono SG during the financial year.

## Platinum Donors

**\$100,000 and Above**

- Eugene Thuraisingam LLP
- Li Zhong Hua
- Providence Law Asia
- Singapore Teocheew Foundation Limited

## Gold Donors

**\$50,000 and Above**

- Davinder Singh Chambers LLC
- Drew and Napier LLC
- Linklaters LLP
- Mehigan LLP
- R.S. Solomon Foundation Limited
- TSMP Foundation

## Silver Donors

**\$25,000 and Above**

- Gloria James-Civetta and Co.
- Lim Soon Hock
- UOB KayHian Holdings Limited

## Crystal Donors

**\$15,000 and Above**

- Community Foundation of Singapore
- DBS Bank Limited
- Joyce A. Tan and Partners LLC
- LVM Law Chambers LLC
- NTUC Income
- OUE Limited
- PK Wong & Nair LLC
- Perennial Holdings Private Limited
- Tan Chin Tuan Foundation
- WongPartnership LLP
- YKVN

## Bronze Donors

**\$5,000 and Above**

- |   |  |   |
|---|--|---|
| <ul style="list-style-type: none"> <li>• Abraham Thomas</li> <li>• Aequitas Law LLP</li> <li>• Allen &amp; Gledhill LLP</li> <li>• Baker &amp; McKenzie.Wong &amp; Leow</li> <li>• Bird &amp; Bird ATMD LLP</li> <li>• Black Oak LLC</li> <li>• Cavenagh Law LLP</li> <li>• Certis CISCO Security Private Limited</li> <li>• Chan Leng Sun LLC</li> <li>• Chiu Teng Group</li> <li>• CWT Limited</li> <li>• Danny Ong</li> <li>• David Lim &amp; Partners LLP</li> <li>• Dentons Rodyk &amp; Davidson LLP</li> <li>• Duane Morris &amp; Selvam LLP</li> <li>• Evans Fergus John Dixon</li> <li>• FairPrice Foundation</li> <li>• Gregory Vijayendran, SC</li> <li>• Grey &amp; Sanders</li> <li>• Hannah Lim</li> <li>• HOH Law Corporation</li> <li>• Justice Belinda Ang Saw Ean</li> </ul> | <ul style="list-style-type: none"> <li>• Justice Lee Seiu Kin</li> <li>• KPMG Singapore</li> <li>• Keppel Care Foundation</li> <li>• Kon Yin Tong</li> <li>• Lee Foundation</li> <li>• Legal Clinic LLC</li> <li>• Lok Vi Ming, SC</li> <li>• Manraj Singh Sekhon</li> <li>• Mishcon de Reya LLP</li> <li>• Moore Stephens LLP</li> <li>• Morrison &amp; Foerster (Singapore) LLP</li> <li>• Nanyang Hakka Federation</li> <li>• Niru Pillai</li> <li>• PDLegal LLC</li> <li>• Pei Hwa Foundation</li> <li>• Quahe Woo &amp; Palmer LLC</li> <li>• R.S. Solomon LLC</li> <li>• Rajan Menon Smitha</li> <li>• Reed Smith LLP</li> <li>• Roxy-Pacific Holdings Limited</li> <li>• RSM Chio Lim LLP</li> <li>• S M Jaleel Foundation Ltd</li> </ul> | <ul style="list-style-type: none"> <li>• SGX Group</li> <li>• SIM Mandarin Business Management Diploma Alumni</li> <li>• Samwoh Corporation Pte Ltd</li> <li>• Seng Pang Tua Pek Kong Keng</li> <li>• Singapore Academy of Law</li> <li>• Singapore Hainan Hwee Kuan</li> <li>• Singapore Kwangtung Hui Kuan</li> <li>• Singapore Lam Ann Association</li> <li>• Tan Ken Hwee</li> <li>• Tan Kok Quan Partnership</li> <li>• Tan Peng Chin LLC</li> <li>• Tan Shou Yi Peter</li> <li>• The Arbitration Chambers Pte Ltd</li> <li>• Three Crowns LLP</li> <li>• Tian De Temple</li> <li>• Tiong Seng Group</li> <li>• Tito Isaac &amp; Co LLP</li> <li>• V3 Brands</li> <li>• Withers KhattarWong</li> <li>• Yeo Hiang Meng BBM</li> </ul> |
|---|--|---|



# JUST DUET

*2022 marked a special time for Pro Bono SG - we celebrated 15 years of service and impact in the community!*



We celebrated this milestone with our signature “Just” fundraising event, Just Duet. Just Duet 2022 was packed to the brim with friends and supporters. Together, we celebrated our incredible 15-year journey with tears and cheers, awesome music, and stories of the impact made in the community. The strong sense of community that we felt onstage and offstage was precious, as we witnessed how everyone came together to do good through a common love of music.

Shoutout to Minister Edwin Tong, SC, our Chairman, Gregory Vijayendran, SC, our emcees, Sanjiv Rajan and Sadhana Rai, our performers, Jimmy Yim, SC, Cynthia Yim, Clarice Jena, Teri Yeo, Ruth Leong, Tan Cheow Hung, Hannah Lim, Kate Apostolova, Wesley Chai, Nicholas Tan, Arvindran Manoosegaran, and Raeza Ibrahim, The Day Trippers Singapore and the remarkable house band for the phenomenal performances. Special mention must be given to Thio Shen Yi, SC and Dinesh Dhillon, who were instrumental to the success of Just Duet, and to Jessa Negrillo Rabano and Ailyn Amparado, foreign domestic workers who spent their precious Sundays rehearsing for this concert.

Last but not least, a big THANK YOU to our volunteers, donors, and partners for their support over the last 15 years and for gracing our first in-person event after two years.



# JUST DUET

Just Duet raised **\$761,969** for our general fund through a campaign named Justice for All.

Watch the highlights, full concert and studio recorded covers from Just Duet all in our YouTube playlist!<sup>17</sup>



<sup>17</sup> Please visit <https://bit.ly/JustDuetPlaylist>.



# RUN FOR JUSTICE

On 23 April 2022, Eugene Thuraisingam LLP (ETLLP) and Pro Bono SG united in a powerful display of determination as we embarked on the Run for Justice 2. Overcoming every obstacle, rain or shine, the participants covered an incredible distance of 100km in less than 24 hours. This event not only marked a momentous occasion for ETLLP as they celebrated their 10<sup>th</sup> anniversary but also showcased the unwavering dedication of a community that believes in equal access to justice for all.

In recognition of the extraordinary efforts made by all the participants, ETLLP demonstrated their wholehearted support by generously donating \$100,000 to our campaign, Inclusive Justice.

This impactful campaign raised funds for our legal assistance schemes, specifically designed to aid vulnerable and underprivileged foreigners, including migrant spouses and workers.

The resounding success of Run for Justice 2 is a testament to the indomitable spirit of Eugene Thuraisingam and his exceptional team, as well as the collective commitment of all event participants. Together, they have reaffirmed the principle that justice knows no bounds and should always be accessible to those who need it the most.

We extend our deepest appreciation to Eugene Thuraisingam LLP for organising the 2<sup>nd</sup> edition of Run for Justice, as well as all participants for their unwavering dedication in ensuring justice never stops.



# OUR PARTNERS

## APRW

Agency for Integrated Care  
 Accenture  
 Angullia Mosque  
 Arts Resource Hub  
 Asian Women Welfare Association  
 Asia Venture Philanthropy Network  
 Association for People with Special Needs  
 Association of Corporate Counsel  
 Association of Women for Action and Research  
 BABSEACLE  
 Bethesda Care Centre  
 Bishan CC  
 Bless Community Services  
 Bloomberg  
 Braddell Heights CC  
 Buona Vista Community Club  
 Call Home  
 Canberra Zone 4 RN  
 Catholic Lawyers Guild  
 Central Narcotics Bureau  
 Central Provident Fund Board  
 Centre for Domestic Employees  
 Centre for Non-Profit Leadership  
 Cerebral Palsy Alliance Singapore  
 CHIJ Primary Toa Payoh  
 Chettiares' Temple Society  
 Chinese Development Assistance Council  
 Ci Yuan CC  
 Community Development Councils  
 Community Foundation of Singapore  
 Community Justice Centre  
 Community Mediation Centre  
 Covenant Chambers  
 COVID-19 Migrant Support Coalition  
 Daughters of Tomorrow  
 Embassy of France in Singapore  
 Esplanade – Theatres on the Bay, Singapore  
 Family Justice Courts  
 Family Service Centres  
 Fengshan CC  
 Fengshan Acacia RN  
 Financial Industry Disputes Resolution Centre (FIDReC)  
 Foreign Domestic Worker Association for Social Support and Training  
 Geylang Serai Community Club  
 Global Pro Bono Bar Association  
 Good Shepherd Centre  
 Ground Up Movement  
 Hagar Singapore  
 HealthServe  
 Hope Initiative Alliance  
 Humanitarian Organisation for Migration Economics  
 Institute of Mental Health  
 International Bridges to Justice  
 iProbono  
 ItsRainingRaincoats  
 JTC  
 Justice Without Borders  
 KK Womens' and Children's Hospital  
 Kampong Glam CC  
 Kolam Ayer CC  
 Kuo Chuan Presbyterian Secondary School  
 LASALLE College of the Arts  
 LEAP201  
 Legal Aid Bureau  
 MINDS Adult Services

## MacPherson CC

Marymount CC  
 Ministry of Culture, Community and Youth  
 Ministry of Education  
 Ministry of Law  
 Ministry of Manpower  
 Ministry of Social and Family Development  
 Montfort Care  
 Montfort Secondary School  
 Moral Seniors Activity Centre (Kaki Bukit)  
 Nan Chiau High School  
 National Crime Prevention Council  
 National Library Board  
 National Trade Union Congress  
 National University of Singapore  
 National Volunteer & Philanthropy Centre  
 Ngee Ann Polytechnic  
 Office of the Commissioner of Charities  
 Paris Bar Association  
 PAVE  
 PILnet  
 People's Association  
 Potong Pasir CC  
 Prison Fellowship Singapore  
 Project X  
 Public Interest Law Network  
 Rainbow Centre Margaret Drive  
 raISE Singapore Centre for Social Enterprise  
 Ray of Hope  
 Radin Mas CC  
 R. S. Solomon Foundation Limited  
 SG Accident Help Centre  
 SG Cares Office  
 SG Enable  
 Seng Pang Tua Pek Kong Keng  
 Singapore Corporate Counsel Association  
 Singapore University of Social Sciences  
 SG Her Empowerment  
 Shared Services for Charities  
 Society of Sheng Hong Welfare Services  
 Singapore Academy of Law  
 Singapore Association of Social Workers  
 Singapore Business Federation  
 Singapore Centre for Social Enterprise  
 Singapore Corporate Counsel Association  
 Singapore Council of Women's Organisations  
 Singapore Indian Chamber of Commerce & Industry  
 Singapore Institute of Legal Education  
 Singapore Management University  
 Singapore Police Force  
 Singapore Prison Service  
 Singapore University of Social Sciences  
 State Courts  
 Supreme Courts  
 Telok Blangah CC Senior Citizens  
 Temasek Polytechnic  
 Temasek Shophouse  
 The Office of the Commissioner of Charities  
 The Office of the Public Guardian  
 Thomson CC  
 Thomson Reuters Foundation  
 Tian De Temple  
 Toa Payoh East CC  
 Transient Workers Count Too  
 Tripartite Alliance for Dispute Management  
 Temasek Polytechnic  
 Woodgrove Constituency Office



# IN THE SPOTLIGHT

Our heartfelt appreciation to APRW for their pro bono PR support!



## SELECTED LIST OF MEDIA MENTIONS

Date	Headline	Source
12 March 2023	வெளிநாட்டு ஊழியர்களுக்கு கிரிக்கெட் மூலம் இலவச சட்ட சேவை விழிப்புணர்வு	Tamil Murasu
12 March 2023	Migrant workers, lawyers team up for game of cricket at Padang	The Straits Times
10 March 2023	律师：涉邻里纠纷当事人先接受强制调解 可免纠纷升级	8World
2 February 2023	ஹவ்காங்கில் முதல் சமூக இலவச சட்ட உதவி நிலையம்	Tamil Murasu
1 February 2023	落户后港庙宇在集装箱内运作 法律服务中心设邻里方便弱势群体求助	Linahe Zaobao
1 February 2023	Pusat Guaman Masyarakat bantu golongan kurang bernasib baik	Berita Harian
31 January 2023	设在后港天德圣庙 邻里法律服务中心正式投入运作	8World
15 January 2023	Hougang temple to house first community law centre under Pro Bono SG; aims to serve needy residents beyond providing legal help	TODAY
12 January 2023	Women and girls facing online attacks, harrasment can seek help from new centre	The Straits Times
28 December 2022	设在后港天德圣庙的邻里法律服务中心下个月将投入运作	8World
20 October 2022	Legal aid scheme helps 'sandwich class' who can't afford fees	The Straits Times
19 October 2022	Legal support scheme for those with modest means officially launched	CNA
13 September 2022	Girls and women facing online attacks and harrassment can get help at new centre	The Straits Times
27 August 2022	Criminal legal aid scheme to work alongside Public Defender's Office	The Straits Times
26 August 2022	Free legal centres to be set up in heartland for low-income families	The Straits Times
9 May 2022	Masjid Angullia, persatuan undang-undang sedia klinik guaman bantu pekerja migran	Berita Harian
9 May 2022	律师工会和安古利亚回教堂为客工设法律资讯诊所	Lianhe Zaobao
9 May 2022	லிட்டில் இந்தியா அங்குலியா பள்ளிவாசலில் வெளிநாட்டு ஊழியர்களுக்கு இலவச சட்ட உதவி	Tamil Murasu
8 May 2022	Klinik guaman perintis ditubuhkan di Masjid Angullia; bantu pekerja hijrahan, pembantu rumah	Berita Mediacorp
8 May 2022	லிட்டில் இந்தியா அங்குலியா பள்ளிவாசலில் வெளிநாட்டு ஊழியர்களுக்கு இலவச சட்ட உதவி	Tamil Murasu
8 May 2022	法律援助试点中心 超过40名客工前去求助	8World
8 May 2022	Free aid for migrant workers at new legal clinic at mosque in Little India	The Straits Times



**GOVERNANCE  
AND MORE**

# OUR YEAR AHEAD

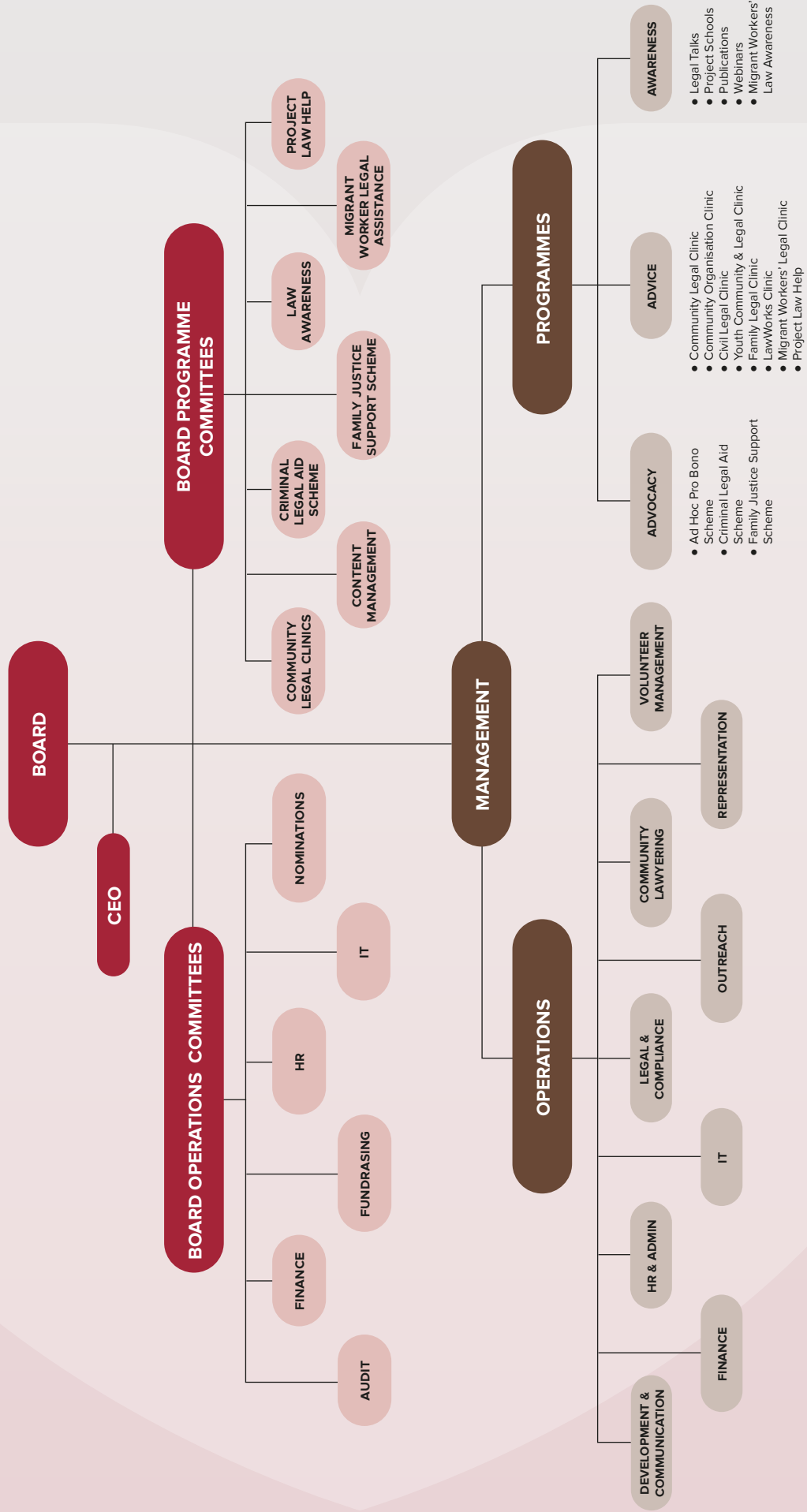
We are excited to announce our plans for the upcoming year. Following the successful launch of our first Community Law Centre<sup>18</sup> in January 2023, we are committed to expanding our presence. Our goal is to open more Community Law Centres within the upcoming financial year and beyond, ultimately establishing one in each Community Development Council district.

By doing so, we aim to make legal services easily accessible and empower individuals in navigating legal complexities. We invite you to work with us, as we collaborate with partners, stakeholders, and supporters to turn this vision into a reality. Join us in our mission to create a society where justice is accessible to all.



<sup>18</sup> Please visit page 37 to find out more about the Community Law Centre.

# ORGANISATION CHART





# BOARD OF DIRECTORS

**Gregory Vijayendran, SC**

Chairman

Appointed w.e.f. 4 January 2017

Gregory is a partner in the Commercial Litigation Practice Group in Rajah & Tann Singapore LLP. He is the immediate past President of The Law Society of Singapore.

Gregory was the inaugural Pro Bono Ambassador of The Law Society in 2009. He has been actively involved over the years in community-based legal clinics, as a facilitator and volunteer as well as representing indigent clients.

In community service, Gregory has had a longstanding and unique relationship with various charities and VWOs in aid of, among others, children and the elderly. Gregory presently serves as a Trustee of the National Youth Fund and the Rare Disease Fund as well as President of the Tribunal of Maintenance of Parents. In 2020, Gregory was also elected as Board Member of the National Council of Social Services and from last year, has been appointed as Honorary General Secretary.

**Kelvin Wong**

Deputy Chairman

Appointed w.e.f. 4 January 2017

Kelvin is Co-Head of the Corporate & Commercial Department of Allen & Gledhill LLP, and co-heads the Energy, Infrastructure and Projects Practice and the Employment, Health & Safety Practice.

He also serves as an independent director on the boards of the Singapore Anti-Narcotics Association, and a member of the Advisory Board of Victoria Junior College, Victoria School, and the College of Integrative Studies of Singapore Management University.

# BOARD OF DIRECTORS



## **Paul Seah**

Treasurer

Appointed w.e.f. 1 February 2019

Appointment as Treasurer commenced w.e.f. 24 February 2021

Paul is a Senior Partner of Tan Kok Quan Partnership. Widely recognised as a leading practitioner by leading independent legal publications, Paul has acted as lead counsel in some of Singapore's most important and high-profile litigation cases in recent years. Paul also has a speciality in insolvency and restructuring work, having advised on numerous well-publicised insolvencies. In addition, Paul is a regular writer and speaker on dispute resolution, restructuring and insolvency topics.

Outside of legal practice, Paul is a board member of the Living Waters Methodist Church, a board member of Metropolitan YMCA Singapore and an executive board member of the Trinity Annual Conference of the Methodist Church in Singapore. Paul also volunteers at Pro Bono SG's Community Legal Clinics where he dispenses free legal advice to the under-resourced on a regular basis.



## **Adrian Tan**

Board Member

Appointed w.e.f. 4 January 2019

A sought-after senior litigator specialising in court disputes, Adrian's cases span the areas of intellectual property, confidential data misuse, shareholder oppression, contractual interpretation and class actions, among others.

Adrian finds the most satisfaction in tackling complex matters, especially when they result in leading decisions in Singapore's highest courts.

Notably, Adrian also possesses a rare second degree in computer science and psychology. This background, plus his experience as former general counsel at CrimsonLogic, a Singapore government technology company that provides network services in the legal, healthcare and trade sectors, puts Adrian in particularly good stead to address technology disputes, which are a burgeoning legal battleground. These range from data centre construction, social media defamation, copyright infringement and passing-off in relation to consumer electronics, and patent infringement of vaccines.

Adrian is recognised among professionals for his writing, which has appeared in a variety of media, ranging from The Business Times to his popular social media op-eds on law and current affairs which have amassed millions of views.

# BOARD OF DIRECTORS



## **Arfat Selvam**

Board Member

Appointed w.e.f. 4 January 2017

Arfat is a Managing Director of Duane Morris & Selvam LLP and Selvam LLC. She practices in the area of corporate law. Arfat was the President of The Law Society of Singapore in 2003. Before that, she had served as Council and Exco Member of The Law Society of Singapore and as Chairman of its Inquiry Panel and Corporate Practice Committee. She was Chairman of the Law Society Pro Bono Management Committee for 10 years up to 2017.

In 2015, she was awarded the CC Tan Award for upholding the values of honesty, fair play and personal integrity by The Law Society of Singapore and was made Law Society Pro Bono Ambassador in 2017.



## **Derek Kang**

Board Member

Appointed w.e.f. 4 January 2017

Derek is the Managing Director of Cairnhill Law LLC. He is a dispute resolution lawyer with a focus on commercial and civil litigation, as well as criminal matters and has conducted and won trials and appeals at all levels of the Singapore judicial system.

Derek represents and advises companies and individuals in a broad range of cases, including shareholders' and directors' disputes, contractual and employment disputes and cases involving fraud.

He is currently the Chairman of the Criminal Legal Aid Scheme Committee and has also served on the Criminal Practice Committee of The Law Society of Singapore since 2006.



## **Dinesh Singh Dhillon**

Board Member

Appointed w.e.f. 4 January 2017

Dinesh is a Partner at Allen & Gledhill LLP. He is the Co-Head of the firm's International Arbitration practice and practises international arbitration and litigation. He is the immediate past President of The Singapore Institute of Arbitrators and Vice Chair of the Asia Pacific Regional Forum of the International Bar Association.

He was also previously Honorary Treasurer of The Law Society of Singapore. Dinesh has been a volunteer of Pro Bono SG's Criminal Legal Aid Scheme, a non-profit initiative to provide legal assistance to needy defendants in criminal cases, and Ad Hoc Pro Bono Scheme since 2015.

# BOARD OF DIRECTORS



## **Low Wei Ling**

Board Member

Appointed w.e.f. 11 July 2022

Wei Ling is CEO of Vanda Global Capital, a Singapore Financial Institution comprising internationally systemically important governmental & non-governmental ecosystem. She contributes with extensive experience on boards & senior management roles in financial institutions, with expertise in strategic governance, risk management and compliance. Her appointments include, Advisory Board Member of the Singapore Management University Academy; Monetary Authority of Singapore Banking Industry Group, the Johns Hopkins University Center for Talented Youth SEA Advisory Group, Singapore Co-Chairman for International Trade Missions and at Board & Chair capacities at Rotary International Club, Foundation & District, Singapore.

Honoured to be Pro Bono SG's first Non-Lawyer Board Member, Wei Ling hopes to enhance the Board's focus on areas of Finance and Investment, Governance and Compliance, Risk and Crisis Management and Technology, Digitalisation and Digitization and strengthen innovation in delivering legal education.



## **N Sreenivasan, SC**

Board Member

Appointed w.e.f. 4 January 2017

N Sreenivasan is the Managing Director and Managing Partner, Singapore at K&L Gates Straits Law LLC. He was previously a Council member, Exco member and Treasurer of The Law Society of Singapore. He has been actively involved in the pro bono activities of The Law Society of Singapore for over 25 years and has served as the Chairman of the Law Awareness Committee of The Law Society of Singapore and led various projects. He was also a member of the Steering Committee of the Enhanced CLAS.

N Sreenivasan was the Law Society Pro Bono Ambassador in 2010. He was also awarded the Public Service Medal in 2014.

# BOARD OF DIRECTORS



## **Sim Guan Seng**

Board Member

Appointed w.e.f. 1 September 2022

Guan Seng is currently the Managing Director of Cohen Assurance PAC. He has over three decades of experience in accounting and auditing related fields.

Guan Seng is active in the community and also serves as the Chairman of Finance Board at the Diocese of Singapore, Member of the Parochial Church Council at St James' Church, Director of Anglican Preschool Services Limited, and Chairman of Finance Committee and Director of National Volunteers & Philanthropy Centre.



## **Sunil Sudheesan**

Board Member

Appointed w.e.f. 1 February 2020

Sunil is the Head of Quahe Woo & Palmer LLC's Criminal Department. Sunil's passion is criminal law. He is currently the President of the Association of Criminal Lawyers of Singapore. Sunil is actively involved in pro bono work and attends regularly to various legal clinics. He is also a volunteer lawyer with the Criminal Legal Aid Scheme.

For his efforts, Sunil was awarded one of the two Subordinate Courts' Volunteer of the Year (Advocate and Solicitor category) awards in 2010.

Currently, Sunil is one of a small group criminal lawyers assisting in the Enhanced Guidance for Plea Scheme in the State Courts. Sunil sits on the CLAS Steering Committee and is Council member of The Law Society of Singapore. Sunil is a member of the Law Society's Women in Practice Committee and the Criminal Practice Committee. He was Law Society Pro Bono Ambassador in 2019.



# BOARD OF DIRECTORS

**Tan Cheow Hung**

Board Member

Appointed w.e.f. 4 January 2017

Cheow Hung is a Director at Beacon Law Corporation. He has more than two decades of experience in private legal practice. The greater part of his experience has been in Dispute Resolution; of which pro bono representation for the underprivileged among both the local and migrant communities formed a considerable part of his work.

He was Law Society Pro Bono Ambassador in 2016. In addition to being on the Board of Pro Bono SG, Cheow Hung is also currently a director of the Lions Home for The Elders.

**Thio Shen Yi, SC**

Board Member

Appointed w.e.f. 4 January 2017

A founding member of TSMP Law Corporation and a leading figure in Singapore's legal community, Shen Yi served as the 25th President of The Law Society of Singapore from 2015 to 2016. He was appointed Senior Counsel in 2008 and elected a Master Benchers of The Middle Temple in 2016. He specialises in corporate, commercial and financial litigation disputes.

Shen Yi is often cited as a leading individual in Dispute Resolution in many top international legal publications for his work in dispute resolution, primarily as counsel, occasionally as arbitrator.

# EXECUTIVE MANAGEMENT



## **Lim Tanguy**

Chief Executive Officer

Appointed w.e.f. 1 April 2017

Tanguy was a practising lawyer for 12 years before joining The Law Society of Singapore in 2007 to set up and run its Pro Bono Services Office. He served as The Law Society of Singapore's Director of Pro Bono Services until his appointment to Law Society Pro Bono Services (now Pro Bono SG) in 2017 as its Chief Executive Officer.

He is a passionate advocate for encouraging pro bono service by the legal profession and is a frequent speaker at regional pro bono conferences. A Tote Board scholar, Tanguy has had more than a decade of non-profit leadership experience in working with public-private-people partnerships to enhance access to justice in Singapore. Tanguy received the President's Volunteerism & Philanthropy Awards (Leaders of Good Award category) in 2022 for creating a positive impact in Singapore and galvanising others to do good.



## **Cai Chengying**

Deputy Director, CEO's Office

Head of Community Lawyering

Appointed w.e.f. 24 February 2020

Chengying handled Pro Bono SG's legal, compliance, communications and development matters up till February 2023. She currently heads Pro Bono SG's community lawyering initiative, which provides integrated legal care to the most socially excluded through strong partnerships with the social sector, and the establishment of Community Law Centres in the heartlands. She also oversees the research, knowledge management and development of best integrated legal care practices to enhance access to justice for vulnerable groups.

Prior to joining Pro Bono SG, Chengying practised in the litigation departments of two leading Singapore law firms. She volunteered with Pro Bono SG's various legal aid programmes after getting called to the Bar and was seconded to the Criminal Legal Aid Scheme to do full-time pro bono criminal defence work as a pioneer CLAS Fellow in 2015.

# EXECUTIVE MANAGEMENT

**Lawrence Lee**

Director, Head of Human Resource and Administration  
Appointed w.e.f. 12 May 2021

Lawrence is a Human Resources and Learning & Development professional with almost three decades of experience at both the strategic and global levels. He has lived and worked in Singapore, Hong Kong, Shanghai, and Zurich. He holds an MSc in Human Resource Management and Development, awarded by the University of Salford, Manchester, and a Postgraduate Diploma in International HR & Globalisation from the University of Leicester. He also has a Higher Diploma in Hotel Management and a Diploma in Personnel Management.

Before being seconded to Pro Bono SG in May 2021 as part of the Sun Ray Scheme of the National Council of Social Services (NCSS), Lawrence served and contributed to the communities in Singapore, Cambodia, and Indonesia. He now leads the Human Resources and Administration function and provides strategic oversight to Volunteer Management in Pro Bono SG.

**Ang Eek**

Deputy Director, Head of Finance  
Appointed w.e.f. 5 September 2022

Eek heads the finance function. He holds a Bachelor of Accountancy from the National University of Singapore and is a Chartered Accountant registered with the Institute of Singapore Chartered Accountants.

Prior to joining Pro Bono SG, Eek held leadership positions in finance and operational functions in several entities in the audit, banking, commercial and social services sectors. He brings a strategic perspective to level up the finance function at Pro Bono SG.

**Steven Ang**

Deputy Director, Head of IT  
Appointed w.e.f. 19 April 2021

Prior to joining Pro Bono SG, Steven was the head of IT in a Singapore publicly listed company. An IT leader with a powerful blend of technology vision and business acumen he has helped many firms innovate and digitalised their businesses.

Well-versed in leading big data, Data analytics & Machine learning, he is leading the team in transforming Pro Bono SG to a new digital era.

# EXECUTIVE MANAGEMENT



## **Claudine Tan**

Assistant Director, Community Outreach, Legal Clinics, Project Law Help and Volunteer Management  
Appointed w.e.f. 1 April 2017

Claudine joined The Law Society of Singapore in August 2015 to head Outreach and Communications in the Pro Bono Services Office. Prior to that, Claudine had spent over 17 years in the education and hospitality industries. Since coming on board, she has been overseeing initiatives and programmes that (a) serve the community through the Community Legal Clinics, Law Awareness outreach programmes and Project Law Help initiatives that support community organisations (b) support volunteers (c) assist or collaborate on pro bono initiatives with other agencies.



## **Sadhana Rai**

Assistant Director, Head of Representation  
Appointed w.e.f. 06 December 2021

Sadhana heads the Representation Department. She oversees the management and operations of the Criminal Legal Aid Scheme, Family Justice Support Scheme and the Ad Hoc Pro Bono Scheme. She also continues to hold a practising certificate which allows her to take up criminal cases.

Prior to joining CLAS, Sadhana practised commercial litigation at Drew & Napier LLC. She then joined the pioneer batch of CLAS Fellows in mid-2015 and was extended as a Fellow in 2016. This was unprecedented. She was subsequently appointed as one of the first CLAS Advocates in 2017 and mentored incoming CLAS Fellows.



# BOARD COMMITTEES

## **AUDIT COMMITTEE**

### **Chairperson**

Arfat Selvam

### **Members**

N Sreenivasan, SC

Paul Seah

Sim Guan Seng

## **FINANCE COMMITTEE**

### **Chairperson**

Paul Seah

### **Members**

Cyril Chua

Tan Cheow Hung

Dinesh Singh Dhillon

Usha Chandradas

Low Wei-Ling

## **FUNDRAISING COMMITTEE**

### **Chairperson**

Thio Shen Yi, SC

### **Members**

Adrian Tan

Dinesh Singh Dhillon

Joy Tan

Lok Vi Ming, SC

Stephen Revell

## **HR COMMITTEE**

Gregory Vijayendran, SC

Kelvin Wong

## **IT COMMITTEE**

Kelvin Wong

Paul Seah

## **NOMINATIONS COMMITTEE**

Gregory Vijayendran, SC

Arfat Selvam

# PROGRAMME COMMITTEES

## CRIMINAL LEGAL AID SCHEME COMMITTEE

### Chairperson and Board Representative

Derek Kang Yu Hsien

### Vice-Chairperson

Cheong Jun Ming Mervyn\*

### Members

Aaron Lee Teck Chye\*\*  
 Andrew Chua Ruiming\*\*  
 Chia Ru Yun Megan Joan\*  
 Chong Yi Mei (Zhang Yimei)  
 Chooi Jing Yen  
 Darrell Low Kim Boon  
 Harjeet Kaur Dhaliwal\*\*  
 Joan Peiyun Lim-Casanova\*  
 Josephine lezu Costan\*  
 Lai Yan Ting  
 Lau Wen Jin  
 Loh Guo Wei, Melvin\*\*  
 Lulla Ammar Khan \*  
 Malcolm Tan Ban Hoe  
 Mohamed Fazal Bin Abdul Hamid\*  
 Muntaz Binte Zainuddin\*\*  
 Muslim Albakri  
 Ng Huiling Cheryl\*  
 Paul Cheong Yuen \*  
 Sim Bing Wen \*  
 Siraj Shaik Aziz  
 Suresh Damodara  
 Tan Li-Chern Terence\*\*  
 V Santhosh\*\*  
 Veluri Hari\*\*  
 Victor David Lau Dek Kai \*  
 Wong Siew Hong\*\*

## COMMUNITY LEGAL CLINICS COMMITTEE

### Co-Chairpersons

Chua Yeow Hooi (Cyril)\*

Hany Soh Hui Bin

### Vice-Chairpersons

Choy Wing Kin Montague

Peggy Sarah Yee May Kuen

### Members

Amira Nabila Budiyo  
 Chen Chi  
 Cheong Bing Cheng, Ben Chester  
 Cheong Wei Yang Daryl\*  
 Chua Yeow Hooi (Cyril)  
 Giouw Rong Zhen Jolie\*\*  
 Joan Peiyun Lim-Casanova  
 Katie Lee Shih Ying\*  
 Kok Yee Keong (Guo Yiqiang)  
 Kyle Yew Chang Mao  
 Lai Yan Ting\*  
 Loh Guo Wei, Melvin  
 Loh Weijie, Leonard  
 Mohammad Rizuan Bin Mohammad Yasin\*  
 Muhammad Hasif Bin Abdul Aziz\*\*  
 Ong Boon Hwee William  
 Ong Mori\*\*  
 Sean Francois La'Brooy\*  
 Tan Wei Ming (Wayne)\*  
 Tran Le Luu Phuong

### Board Representative

Tan Cheow Hung

### Resource Member

Lam Kuet Keng (Steven John)

\* 1 April – 31 December 2022

\*\* 1 January – 31 March 2023

# PROGRAMME COMMITTEES

## LAW AWARENESS COMMITTEE

### Chairperson

Elaine Jia Ni Ho\*  
Richard Siaw Kin Yeow\*\*

### Vice-Chairpersons

Kamalarajan Malaiyandi Chettiar  
Richard Siaw Kin Yeow\*

### Members

Ahmad Firdaus Bin Daud  
Alwyn Tan Jun Wei\*\*  
Aw Wei Jie Daryn Emmanuel  
Cheong Tian Ci, Torsten\*\*  
Elaine Jia Ni Ho\*\*  
Fong Wei Li  
Gloria James-Civetta\*\*  
Halijah Binte Mohamad\*\*  
Ho Pearl\*\*  
Judy Ang Pei Xia\*  
Kala Anandarajah  
Kellyn Lee Miao Qian\*  
Koh Kia Jeng  
Lee Wei Han Shaun  
Li Zhengliang Gabriel\*  
Lim Tong Jing\*  
Loo Yinglin Bestlyn\*\*  
Lyn Boxall  
Nicole Thong Xiao Ying\*  
Paul Cheong Yuen\*  
Sarita Misir  
Sharmaine Chan Sze Min\*\*  
Soh Su Ming, Berlin\*  
Ting Chi Yen\*  
Toh Wei Yi\*  
Yuen Djia Chiang Jonathan\*\*

### Resource Member

Toh Wei Yi\*\*

## PROJECT LAW HELP COMMITTEE

### Chairperson

Tan Ming Kirk Richard

### Vice-Chairperson

Usha Chandradas

### Members

Anita Binte Ahamad\*  
Chiam Zhi Wen, Nick\*  
Chrystle Kuek Ying Ching  
Juliana Yap Chin Choo  
Lau Yan Wai\*  
Law Zhi Tian\*\*  
Lee Chia Ming\*  
Leong Shi Min, Nicole\*\*  
Lim Sui Yin Jeffrey  
Lo Yan Ning Jennifer\*  
Loo Yinglin Bestlyn\*\*  
Lyn Boxall  
Marini Martin Vincent  
Mohamad Khairil Bin Suhairee\*  
Nico Lee Yin Hao\*  
Nicole Carmen Tan Yi (Chen Yi)  
Sarita Misir  
Seow Jia Xian  
Tham Keng Yue Gerald\*  
Whalen-Bridge Helena Mildred

\* 1 April – 31 December 2022

\*\* 1 January – 31 March 2023

# PROGRAMME COMMITTEES

## FAMILY JUSTICE SUPPORT SCHEME

### Chairperson

June Lim

### Vice-Chairperson

Rebecca Vathanasin

### Members

Amolat Singh  
Anuradha Sharma  
Aye Cheng Shone  
Dharma Jayaram  
Goh Ting Xuan Beverly\*\*  
Jaryl Lim Zhi Wei\*  
Jeanny Ng  
Kanyakumari D/O Veerasamy  
Lai Yan Ting (Francine)\*  
Lai Ying Ling Jenny  
Lim Charmaine Jillian Phipps\*  
Lim Lei Theng  
Lim Yan Yao, Bill\*\*  
Lisa Sam Hui Min\*  
Mundo Alyssa Galvan\*  
Naomi Zhiwen Ho\*  
R Shriveena Naidu\*  
Si Hoe Tat Chorng  
Sim Bock Eng\*\*  
Thng Yu Ting Angelia\*  
Wong Soo Chih

## CONTENT MANAGEMENT COMMITTEE

### Chairperson

Usha Chandradas

### Vice-Chairperson

Hannah Lim

### Members

Ahmad Firdaus Daud  
Aw Wei Jie Daryn Emmanuel\*\*  
Chiam Zhi Wen, Nick\*  
Helena Mildred Whalen-Bridge  
Low Yu Xuan (Lu Yuxuan)\*\*  
Lyn Boxall

## MIGRANT WORKER LEGAL AID COMMITTEE

### Co-Chairpersons

Gregory Vijayendran, SC  
Dinesh Dhillon

### Members

Adnaan Noor  
Dipa Swaminathan  
Felicia Ong  
Foo Yuet Min  
Leo Zhi Wei  
Melvin Chan  
Muhammed Ismail Noordin  
Raj Singh Shergill

\* 1 April – 31 December 2022

\*\* 1 January – 31 March 2023



# GOVERNANCE

We comply fully with the Code of Governance for Charities and Institutions of Public Character and relevant legislation and regulations. We are committed to upholding the highest standards of transparency and accountability and believe that adopting the best governance practices will increase our effectiveness and instill public confidence in what we do. We were awarded the Charity Transparency Award 2022 for adopting good disclosure practices.

Please refer to the Charity Portal for our Governance Evaluation Checklist and the Charity Portal and/or our official website for our past Annual Reports and Financial Statements.

## A. BOARD GOVERNANCE

Pro Bono SG is governed by a Board of Directors (the Board). No Board member is paid any remuneration or fees for his or her services and no Board member is a staff of Pro Bono SG.

### *Governing instruments*

The Constitution governs, amongst other matters, the following issues:

1. Pro Bono SG's objects;
2. the Board's composition;
3. the appointment, vacation and removal process of Board members;
4. the powers and duties of the Board; and
5. the tenure of its office bearers.

As part of providing appropriate induction to incoming Board members, Pro Bono SG has in place Board Administration Guidelines which aim to orient and guide Board members by providing reference information on matters including board responsibilities and governance, the conduct of board meetings, board selection and recruitment, training and evaluation of board effectiveness, strategic planning, programme management, financial management, reviews of internal controls and processes, and matters reserved for the Board's direction, which are distinct from the management and day-to-day operations of Pro Bono SG delegated to the CEO and Management.

### *Board roles and composition*

It is the responsibility of the Board to ensure that Pro Bono SG complies with the Constitution and all relevant laws and regulations, as well as to make sure Pro Bono SG is governed and managed responsibly and prudently to achieve organisational effectiveness, credibility and sustainability.

The majority of the Board shall as far as practicable be lawyers with a practicing certificate issued under Section 25 of the Legal Profession Act 1966 in force. The Board endeavours to ensure there is an appropriate mix of core competencies and collective expertise to discharge its responsibilities. In assessing the appointment of new Board members, the Board is guided by the outcome of Board evaluation and the considerations set out in the Board Administration Guidelines which include skillsets and experience useful and related to Pro Bono SG's services and operations, ideal traits and characteristics, and the need for Board diversity.

# GOVERNANCE

## **Term limits**

Board members are appointed for a term of two (2) years and may be re-appointed at the expiration of the term. To ensure succession planning and steady renewal in the spirit of sustainability of Pro Bono SG, the Board has a term limit of ten (10) years. No Board member shall serve as:

- Chairman for a continuous period of more than ten (10) years at any one time
- Treasurer for a continuous period of more than four (4) years at any one time.
- Chairperson of a Committee for a continuous period of more than five (5) years at any one time.

Reappointment of the same person to the above positions can only be considered after a lapse of at least two (2) years.

The Board conducts regular self-evaluation to assess its performance and effectiveness once per term or every three years, whichever is shorter. Board members complete evaluation forms which are then provided to the Nominations Committee for their review and feedback.

## **Board Committees**

The Terms of Reference of our six (6) Board Committees are set out below.

### **i. Audit**

The Audit Committee facilitates the external and internal audit of Pro Bono SG for the Board to obtain independent information about Pro Bono SG activities. The Audit Committee's responsibilities include:

- To oversee the financial reporting and disclosure process, and monitor the choice of accounting policies and principles;
- To review the audit plans and reports of the external auditors and internal auditors, and considers the effectiveness of the actions taken by management on the auditors' recommendations;
- To conduct periodic internal checks on key processes to ensure compliance with the established procedures, and report to the Board on the findings and recommendations for improvements;
- To analyse and address the risks that are associated with the key processes;
- To oversee regulatory compliance and whistleblower guidelines;
- To report to the Board of any financial irregularities, concerns and opportunities; and
- To liaise with auditors on any significant matters arising.

### **ii. Finance**

The Finance Committee provides financial oversight for Pro Bono SG. The responsibilities of the Finance Committee include:

- To prepare Pro Bono SG's budget for Board's approval;
- To develop coherent financial policies for Pro Bono SG including investment policies and guidelines for the Board's approval;
- To review the various functions and activities of Pro Bono SG which impact the finances of Pro Bono SG;
- To ensure that the appropriate internal controls and risk management strategies (both operational and financial risks) are in place;
- To ensure accountability to the Board, Pro Bono SG and its stakeholders; and
- To present financial reports to the Board on a quarterly basis.

# GOVERNANCE

## **iii. Fundraising**

The Fundraising Committee is responsible for overseeing Pro Bono SG's overall fundraising and, in particular, the fundraising done by the Board. The Fundraising Committee's responsibilities include:

- To work with staff to establish a fund-raising plan that incorporates a series of appropriate vehicles, such as special events, direct mail, fundraising campaigns, etc;
- To work with fundraising staff in their efforts to raise money;
- To identify and solicit funds from external sources of support;
- To take the lead in certain types of outreach efforts, such as chairing a dinner/dance committee or hosting fund-raising parties, etc;
- To be responsible for involvement of all Board members in fundraising; and
- To monitor fundraising efforts to ensure that the fundraising activities are transparent and ethical, that donors are acknowledged appropriately, and that fundraising efforts are cost-effective.

## **iv. Human Resource**

The HR Committee provides oversight of the development and sound implementation of personnel policies and practices. The responsibilities of the HR Committee include:

- Reviewing job descriptions;
- Establishing a system for setting the remuneration of staff;
- Establishing a volunteer management system;
- Establishing a fair and transparent performance review and appraisal system for staff;
- Reviewing staff salary and benefits package; and
- Guiding the development, review and authorisation of HR policies and procedures.

## **v. Nominations**

The Nominations Committee is responsible for the general affairs of the Board. The Nominations Committee's responsibilities include the following:

- Reviews the structure, size and composition of the Board and Board Committees annually to ensure that the Board has an appropriate balance of independent Board Members and to ensure an appropriate balance of expertise, skills, attributes and ability among the Board Members;
- Identifies potential Board Member candidates and explores their interest and availability for Board service;
- Nominates individual to be appointed as Board Members;
- Takes the lead in succession planning for the Board Chairman, directors and CEO;
- Nominates Board Members for election as Board officers;
- Designs and oversees a process of Board orientation;
- Develops a transparent process for evaluating the performance of the Board, its Board Committees and directors;
- Reviews training and professional development programmes for the Board; and
- Identifies and nominates individuals to be appointed as Programme Committee Chairpersons.

# GOVERNANCE

## vi. IT

The IT Committee reports to the Board on policies, acquisitions and matters related to Pro Bono SG's IT assets, including:

- Advising the Board on IT matters;
- Overseeing the procurement of IT systems and equipment; and
- Establishing appropriate policies on IT systems and use of software.
- The IT Committee shall review and monitor:
  - The on-going appropriateness and relevance of Pro Bono SG's policy for the allocation of resources required to deliver both the short-term and long-term IT strategies;
  - On-going appropriateness and relevance of Pro Bono SG's information management and data governance framework and systems including those relating to compliance with the PDPA Regulations; and
  - Any major IT projects requiring tender or which the Committee consider are important to Pro Bono SG.
- The IT Committee shall approve:
  - Key performance indicators of IT services within the company; and
  - IT policies, standards and procedures and any major changes in Pro Bono SG's IT strategies, priorities and/or structures.

The Committee shall seek to ensure, in conjunction with the Audit Committee, and with all other committees and the Board, as applicable, that information and technology risks are identified, assessed and managed in line with relevant frameworks and recommend actions.

## Board Meetings

The Board meets at least once every four (4) months with a quorum of three (3) Board members or one-third of the number of Board members, whichever is higher. Executive management is invited to attend board meetings to present updates and provide recommendations, ex-officio, but do not vote or participate in Board decision-making. Pro Bono SG keeps adequate records of decisions in the minutes of general and Board meetings and circulates the same to the Board as soon as practicable.

Board meetings in the Financial Year ending 31 March 2023:

Name of Board member	Attendance
Mr Gregory Vijayendran, SC (Chairman)	6/6
Mr Kelvin Wong (Deputy Chairman)	5/6
Mr Paul Seah (Treasurer)	4/6
Mr Adrian Tan	3/6
Mrs Arfat Selvam	4/6
Mr Dinesh Dhillon	5/6
Mr Derek Kang	6/6
Mr Sunil Sudheesan	3/6
Mr Tan Cheow Hung	6/6
Mr N Sreenivasan, SC	4/6
Mr Thio Shen Yi, SC	4/6
Ms Low Wei-Ling	5/5
Mr Sim Guan Seng	1/2

# GOVERNANCE

## B. CONFLICT OF INTEREST

Pro Bono SG's Constitution stipulates that all Board members should exercise independent judgement and act in the best interests of Pro Bono SG.

Pro Bono SG has in place protocols and procedures to manage and avoid conflict of interest. Upon appointment, the CEO, Board members, employees and committee members sign a declaration form confirming that they have read and understood the conflict of interest policy of Pro Bono SG and that they will make full disclosure of the interests, relationships and holdings that could potentially result in a conflict of interest. They also confirm that they will notify the Board immediately when a conflict of interest situation arises. In addition, the CEO, Board members, employees and committee members sign a disclosure of interests statement each year. The conflict of interest policy also requires, where there is potential conflict of interest, that the person with conflict of interest be excluded from the discussion and decision-making process and that Pro Bono SG ascertains that the transaction is in its best interest and, if financial, is made on arm's length basis with comparative quotes/bids submitted and documented.

Board members do not receive remuneration and staff are not involved in setting their own remuneration.

## C. STRATEGIC PLANNING

The Board periodically reviews and approves the vision and mission to ensure Pro Bono SG stays relevant to its changing environment and needs. The Board also sets aside time to review and update the organisation's strategic roadmap.

## D. PROGRAMME MANAGEMENT

Pro Bono SG Committee Administration Guidelines set out the procedures for the appointment of Pro Bono SG programme committees, their work processes, and the respective responsibilities of committee members, committee chairpersons and committee secretariat representatives.

Pro Bono SG ensures that its operations and programmes are directed towards achieving its objectives through the preparation of annual work plans and budgets and regularly updating on the progress and outcome of programmes to the Board.

The terms of reference of our seven (7) Programme Committees are set out below.

### i. *Criminal Legal Aid Scheme (CLAS)*

The Terms of Reference of the CLAS Committee are:

- To co-ordinate and advise the Board on the administration of the Criminal Legal Aid Scheme (the Scheme);
- To hold dialogue sessions, seminars, talks and visits relevant for volunteer lawyers and / or pupils of the Scheme on criminal law, practice and procedure;
- To publish relevant information to the public on the Scheme and on criminal law and procedure;
- To organise fund raising activities for the Scheme on behalf of Pro Bono SG; and
- To keep the Board apprised of all such activities.



# GOVERNANCE

## **ii. Community Legal Clinics (CLC)**

The Terms of Reference of the CLC Committee are:

- To ensure that the proposed expansion plans are implemented effectively, efficiently and according to the timeline;
- To provide guidance to the Secretariat and oversee the implementation process;
- To co-ordinate and advise the Board on the administration of the Community Legal Clinics network;
- To hold dialogue sessions, seminars, talks and visits relevant for volunteer lawyers and / or pupils on Community Legal Clinics processes, practice and procedure;
- To publish relevant information to the public on the Community Legal Clinics network and the services provided;
- To organise fund raising activities for the Community Legal Clinics network on behalf of Pro Bono SG; and
- To keep the Board apprised of all such activities.

## **iii. Content Management Committee**

The Terms of Reference of the Content Management Committee are:

- To support Pro Bono SG's Secretariat and Programme Committees through overseeing the editorial content, design, publication and dissemination of Pro Bono SG's external publications;
- To periodically review Pro Bono SG's external publications to ensure that they remain relevant, serve the community, and are updated in a timely manner;
- To review publication standards and policies, with a view to ensuring Pro Bono SG's external publications are of a high quality, in line with publishing best practices and ethics and compliant with the applicable laws and regulations;
- To maintain a central repository of legal knowledge and related materials and collaterals;
- To mobilise and develop a pool of competent editors and contributors to carry out the functions described above;
- To report to the Pro Bono SG Board on the contribution of publishing activities towards Pro Bono SG's objectives.

## **iv. Law Awareness**

The Terms of Reference of the Law Awareness Committee are:

- To assist the Board in its purpose to facilitate the acquisition of legal knowledge by members of the public;
- To recommend and implement law awareness projects and programmes for the public's benefit;
- To undertake fund raising projects on behalf of Pro Bono SG for law awareness programmes; and
- To apprise the Board of all such activities.

## **v. Project Law Help (PLH)**

The Terms of Reference of the PLH Committee are:

- To make provision for a scheme by which legal practices and advocates and solicitors can provide pro bono non-litigation commercial legal advice to charities, non-profit organisations, social enterprises and voluntary welfare organisations; and
- To facilitate, promote, support and encourage a sustainable commitment to pro bono work within the legal profession in Singapore.

# GOVERNANCE

## vi. Family Justice Support Scheme (FJSS)

- To co-ordinate and advise on policy matters, protocols and processes concerning the FJSS;
- To liaise with stakeholders in the family justice system in relation to the administration of FJSS;
- Assist in mobilisation of volunteers and organising resources to support FJSS; and
- Assist in promoting awareness of FJSS.

## vii. Migrant Worker Legal Assistance Committee

- To facilitate access to justice for migrant workers in Singapore through legal awareness, advice, and representation.
- To assist with and facilitate Pro Bono SG's migrant worker initiatives, including sourcing for and assisting with relevant grants.
- To assist with and advise on policy matters, protocols, and processes concerning Pro Bono SG's migrant worker initiatives.
- To periodically review Pro Bono SG's migrant worker initiatives to ensure they are accessible, practical, and updated.
- To liaise with stakeholders for effective administration, support, and improvement of Pro Bono SG's migrant worker initiatives.
- To promote awareness of Pro Bono SG's migrant worker initiatives.
- To mobilise and develop a pool of competent volunteers to assist in the functions described above, particularly subject matter experts. These volunteers should include but are not limited to volunteer interpreters and translators.
- To report to the Pro Bono SG Board on the contribution of migrant worker initiatives towards Pro Bono SG's objectives.

## E. HUMAN RESOURCE AND VOLUNTEER MANAGEMENT

Pro Bono SG administers a Code of Conduct applicable to all Board members, employees and volunteers, which require them to act lawfully, honestly, ethically and in the best interests of Pro Bono SG when performing their duties.

Pro Bono SG also has a series of human resource policies and SOPs that cover areas such as credential verifications, remuneration, promotions, benefits, training and development, reimbursement of expenses, performance appraisal, disciplinary action and cessation of employment.

Pro Bono SG is a learning organisation committed to helping employees grow in their careers. In addition to making learning opportunities available including sending staff for training and courses, Pro Bono SG has a fair and objective performance management process linked to measurable and clearly defined targets with regular performance appraisals, supervision and feedback systems.

Pro Bono SG discloses the annual remuneration of 3 highest paid staff for transparency:

Salary Bands (in bands of SGD100,000)	Number of Staff
SGD100,000 – SGD199,999	2
SGD200,000 – SGD299,999	1

Pro Bono SG does not have paid staff who are close members of the family of the Executive Head or Board members.

Pro Bono SG has in place a Whistleblowing Policy that aims to deter wrongdoing and provide proper avenues for employees, volunteers, donors, beneficiaries and other stakeholders to raise concerns about suspected improprieties in good faith to the Audit Committee.

# GOVERNANCE

The report form is available on the official website and may be downloaded from <https://bit.ly/3pKrNdK>. The form may be submitted via email to the Audit Committee at [Whistleblow@probono.sg](mailto:Whistleblow@probono.sg) or sealed and marked “Private and Confidential” and delivered to Pro Bono SG’s office located at 1 Havelock Square #B1-18 State Courts Singapore 059724, attention to the Chairperson of the Audit Committee.

Pro Bono SG has in place a Volunteer Management Policy to provide guidance to staff and volunteers on volunteer administration and management. The policy includes information on:

- volunteer management procedures on matters concerning maintenance of records, conflict of interest, confidentiality, personal data protection;
- volunteer recruitment and selection processes;
- volunteer orientation, training and development;
- volunteer supervision and evaluation; and
- volunteer support and recognition.

## F. FINANCIAL MANAGEMENT AND INTERNAL CONTROLS

Financial management policies in place include policies on fixed and intangible asset management, procurement, the management of gifts, receipting, payment procedures and controls and an approval matrix setting out delegation of approval authority and limits of approval. The annual accounts are audited by an external professional audit firm. Pro Bono SG does not provide loans and donations to external parties.

Pro Bono SG has a fixed asset register to account for all its fixed assets. Pro Bono SG safeguards the value of its assets by getting adequate insurance.

The Board approves an annual budget after considering, amongst other matters, the committee work plans and budgets for the respective Programme Committees’ activities for the year. The Board also monitors regularly Pro Bono SG’s budget income and expenditure to ensure Pro Bono SG operates efficiently and adheres strictly to financial policies.

Our level and purpose of reserves, reserves ratio, purpose and amount of restricted funds are disclosed in our audited financial statements. Restricted funds are planned to be used for immediate operational needs, operational needs in the short term and/or in accordance with funding agreements. Pro Bono SG does not have endowment funds.

For long-term stability of the operations, it is the objective of Pro Bono SG to achieve reserves that would be able to sustain operations for a 3-year period in the event of a decline in donations.

## G. RISK MANAGEMENT

Pro Bono SG’s Board Administration Guidelines stipulate that the Board should conduct formal risk management exercises to identify and document key risks faced by Pro Bono SG and the related mitigating measures, and that key risks should be regularly monitored and reviewed. Accordingly, Pro Bono SG maintains a risk register in the format set out in the Enterprise Risk Management Toolkit for Charities and IPCs, jointly produced by the Charity Council, KPMG and National University of Singapore Business School. The risk register is updated periodically and as and when acute risks arise. The Audit Committee has oversight of the risk register, which is presented to the Board at least once a year.

Pro Bono SG also has a Data Protection Policy in place.

# GOVERNANCE

## H. FUNDRAISING PRACTICES

### *Conduct of fundraising*

Pro Bono SG fundraises according to best practices and in compliance with the relevant laws and regulations. Pro Bono SG does not engage third party fundraisers.

### *Accountability to donors*

Pro Bono SG has a Gifts Policy in place to:

- Guide enquiries on gifts to Pro Bono SG and the administration of gifts;
- Identify circumstances under which the donor should seek independent advice;
- Ensure compliance with other relevant regulatory and compliance issues, including personal data protection and honoring requests for donor anonymity.

Pro Bono SG also has financial SOPs in place to ensure donations are properly accounted for and promptly deposited.

### *Anti-Money Laundering and Counter Financing of Terrorists*

Pro Bono SG's Gifts Policy also sets out a checklist to identify potential suspicious activities which may indicate money laundering / financing of terrorists, to ensure due diligence when checking the sources of incoming funds.

## J. PUBLIC IMAGE

To ensure that Pro Bono SG maintains an image consistent with its objectives, Pro Bono SG has a dedicated Communications and Development team and a Communications Policy which sets out policies on the release of information to media and on social media, the designation of spokespersons and the use of Pro Bono SG's name and logos.

Pro Bono SG is committed to constructively engaging its stakeholders and the public, including through feedback channels and participating in focus groups and committees.

Pro Bono SG takes into consideration ESG factors in our activities, including by keeping our activities environmentally friendly and sustainable, maintaining good relationships with our stakeholders and maintaining high governance standards.

## ENVIRONMENT



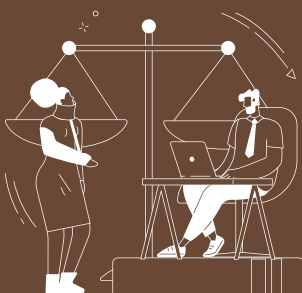
- Taking reference from the Singapore Green Plan 2030, we make green practices such as reduce, reuse, and recycle (3Rs) part of daily operations and use energy efficiently.
  - Tenants of the State Courts, an environmentally sustainable building awarded the BCA Green Mark Platinum award in 2018 for its innovative green features
  - Flexibility for employees to work-from-home reducing need for commute
  - Digitisation of information through electronic file management and digitalisation of access to justice services and processes, reducing use of paper
  - Building organisational awareness around topics such as food wastage and the conservation of water and energy
- Mindful practice of 3Rs, through reusing event materials where possible, reducing and reusing plastic, repurposing items for multiple use and more.
- Conscious purchasing by supporting vendors which make positive impact on society or the environment, such as social enterprises.

## SOCIAL



- Taking a person-centric approach and working hand in hand with community partners to provide multidisciplinary support for clients with legal challenges.
- Complementing national legal aid schemes to plug access to justice gaps for the needy and vulnerable.
- Mobilising skills-based volunteerism in the legal profession in collaboration with SG Cares Office.
  - Regular volunteer and donor engagement and appreciation platforms
  - Regular feedback loop with key partners and access to justice providers
  - Transparency in disclosure of information to key stakeholders on communication platforms, such as Annual Report, website and social media

## GOVERNANCE



- Shared Services partner of the Commissioner of Charities strengthening the charity sector through legal guidance and training on charities and corporate governance.
- Charity Transparency Awards winner 2022 for good disclosure practices.
- Full compliance with the Code of Governance for Charities and Institutions of Public Character and all relevant legislation and regulations.



# TREASURER'S REPORT

Pro Bono SG has emerged financially more resilient and stable in the post-pandemic era. We had a net surplus of \$35,516 (FY2022/2023) to augment our reserves of \$3,847,268, reversing a net deficit of \$202,200 a year earlier. We would like to express our gratitude to our stakeholders for their continued support.

Here is the summarised movement of Pro Bono SG's Income and Expenditure and Balance Sheet for FY2022/2023:

## INCOME AND EXPENDITURE

The General Fund reported a surplus of \$1,896,772 for FY2022/2023, higher than surplus of \$859,491 in FY2021/2022. The Restricted Funds reported a deficit of \$1,861,256 for FY2022/20223 compared to a deficit of \$1,061,690 in FY2021/2022.

### *Income*

Total income in FY2022/2023 increased by \$1,219,061 (32%) from \$3,774,347 (FY2021/2022) to \$4,993,408 (FY2022/2023). The increase in income was mainly due to successful fundraising events and campaigns that resulted to an increase of \$664,150 and increases of government grants by \$749,735 comprising mainly of more CLAS Cases Grant and the new Partnership Development Fund.

### *Expenditure*

Total expenditure increased by \$981,345 (26%) from \$3,976,547 (FY2021/2022) to \$4,957,892 (FY2022/2023), largely due to committee activities and projects expenditure.

#### **1. Committee activities and projects**

Committee activities and projects expenditure increased by \$531,204, from \$371,209 (FY2021/2022) to \$902,413 (FY2022/2023) mainly due to more expenditure on MinLaw CLAS Cases, fund raising and migrant workers' groups.

#### **2. Administrative expenses**

Administrative expenses increased by \$229,950, from \$496,375 (FY2021/2022) to \$726,325 (FY2022/2023) mainly due to increases in marketing communication of \$184,479, of which, \$120,000 was sponsored. Other increases were made to improve our website design and to set up toll free lines for better access by the public.

#### **3. Personnel costs**

Personnel costs increased by \$220,191, from \$3,108,963 (FY2021/2022) to \$3,329,154 (FY2022/2023) as we increased our outreach and services.

# TREASURER'S REPORT

## BALANCE SHEET

The key highlights of the balance sheet as at 31 March 2023 are:

- Current assets decreased by \$39,870, from \$4,687,553 (FY2021/2022) to \$4,647,683 (FY2022/2023).
- Non-current assets increased by \$150,240, from \$462,695 (FY2021/2022) to \$612,935 (FY2022/2023) mainly due to the development of customer relationship management software and the website portal Law Go Where.
- Total liabilities increased by \$74,584, from \$1,338,766 (FY2021/2022) to \$1,413,350 (FY2022/2023) mainly due to increase of trade and other payables of \$485,055, offset by a decrease in deferred grants of \$386,127.

Overall, Pro Bono SG ensures sustainability in our financial position through the continuous appeal of donations, application of grants and prudence in our expenditure.

## FUNDS AND FULL COST BY PROGRAMME

As of 31 March 2023, the comparison of all fund balances versus the full year's programme costs are as follows:

- General fund balance of \$2,307,697 with full cost by Clinics \$645,751, Corporate \$417,985, Project Law Help \$209,792 and Adhoc Pro Bono Services \$29,237.
- Criminal Legal Aid Scheme balance of \$1,149,294 with full cost of \$2,966,422.
- Family Justice Support Scheme balance of \$166,490 with full cost of \$258,217.
- Community Law Centre balance of \$146,015 with full cost of \$5,980.
- Law Awareness deficit balance of \$7,201 with full cost of \$421,680.
- Bar Memorial balance of \$78,039 with no full cost.
- Invictus fund balance of \$6,934 with full cost of \$2,831.

I would like to take this opportunity to thank the members of Pro Bono SG Finance Committee - Dinesh, Cheow Hung, Cyril, Usha and Wei Ling for their unwavering support, counsel and contributions as well as Pro Bono SG's Board, Management and Finance staff for their cooperation and efforts in the budgeting process, improvements in financial policies and processes, presentation of financial reports and to ensure financial accountability to the Board.

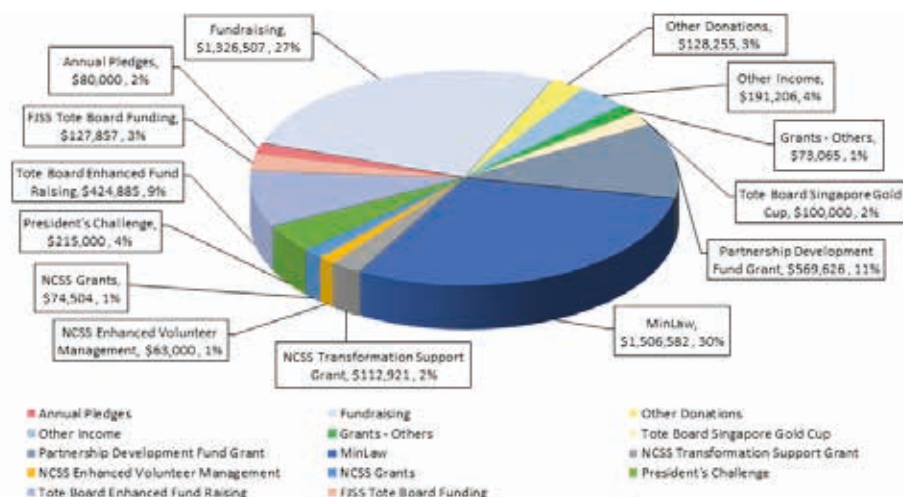
Lastly, I want to thank the Ministry of Law, NCSS, Tote Board as well as all donors and supporters of Pro Bono SG. I look forward to your continual support to Pro Bono SG to fulfil our vision and mission for all to have access to justice in Singapore.



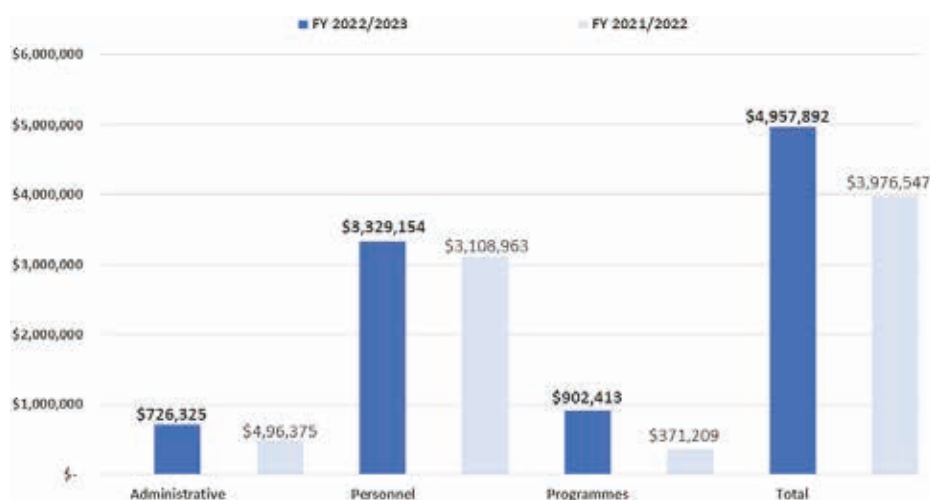
**Paul Seah**  
Treasurer

# TREASURER'S REPORT

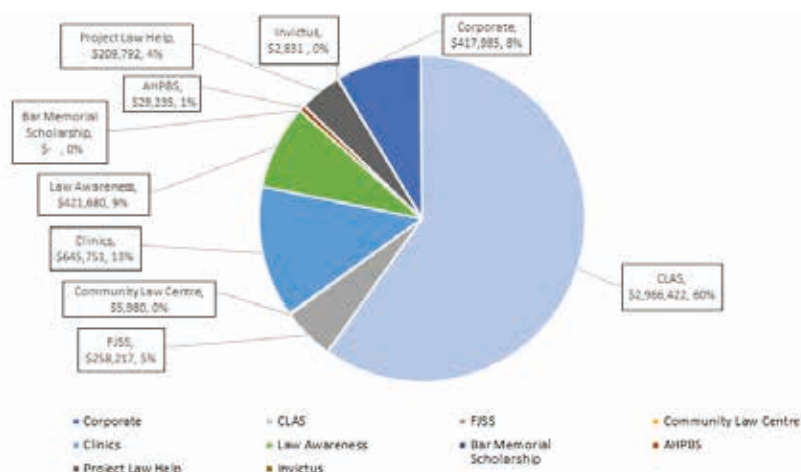
## FY 22/23 INCOME (\$4,993,408)



## FY 2022/2023 EXPENSES COMPARED WITH LAST YEAR



## FY 2022/2023 FULL COST BY PROGRAMME







JUSTICE FOR ALL

**Empower the least, the last and  
the lost in law.**



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