

**Embargoed till 25 Jun 2020**

## **Annex A: Factsheet**

1. Singapore law practices can now tap on the SGUnited Traineeships Programme to provide and support traineeship opportunities within the law practices, which can include:
  - (i) Practice training contracts<sup>1</sup> for law graduates; and
  - (ii) Traineeship opportunities in other roles such as paralegals, legal secretaries, and legal technologists.
2. Traineeships under the programme can last up to 12 months, with trainees receiving a training allowance. The Government will fund 80% of the training allowance while the host organisation funds the remaining 20%. The monthly training allowance will vary depending on the scope and skills requirements of the traineeship.

## **Criteria for Host Organisation**

3. Singapore law practices may offer practice training contracts or other traineeship opportunities under the SGUnited Traineeships Programme as a host organisation, if they fulfil the following criteria:
  - (i) Licensed with the Legal Services Regulatory Authority (LSRA) and the Accounting and Corporate Regulatory Authority (ACRA);
  - (ii) Offers the following training opportunities:
    - I. Practice training contracts lasting at least six 6 months; or
    - II. Traineeships lasting up to 12 months for other roles (e.g. paralegals, legal secretaries, and legal technologists);
  - (iii) Training must commence by 31 December 2020; and
  - (iv) The practice training contracts or other traineeships must be offered, accepted, and commenced on or after 1 June 2020. The SGUnited Traineeships Programme is not applicable to practice training contracts or other traineeships where there is a prior agreement between the law practice and the prospective trainee made before 1 June 2020.

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<sup>1</sup> These are training contracts between a Singapore law practice and practice trainees, and are not employment contracts.

### Practice Training Contracts

4. Law graduates who meet the following criteria may apply for practice training contracts under the SGUnited Traineeships Programme:
  - (i) Singapore Citizen or Permanent Resident;
  - (ii) Graduated or graduating in calendar year 2019 or 2020; and
  - (iii) Registered with the Singapore Institute of Legal Education as a “qualified person” under the Legal Profession (Qualified Persons) Rules.

### Other Traineeships at Law Practices

5. For other roles such as paralegals, legal secretaries, and legal technologists, trainees must fulfil the following criteria:
  - (i) Singapore Citizen or Permanent Resident; and
    - I. Graduated or graduating in calendar year 2019 or 2020 from ITEs, Polytechnics, Universities, or other educational institutions (e.g. private universities and overseas institutions); or
    - II. Graduated earlier from the above institutions and completed National Service in 2019 or 2020.

### Monthly Training Allowance

6. Host organisation will provide a monthly training allowance depending on the traineeship scope, based on the traineeship requirements required as below:

<b>Required qualifications or their equivalents</b>	University degree or above	Polytechnic diploma or professional qualifications	ITE or equivalent
<b>Estimated Monthly Training Allowance</b>	\$1,800 - \$2,500	\$1,300 - \$1,800	\$1,100 - \$1,500

### Sign-up

7. Law practices interested to become a host organisation may visit [wsg.gov.sg/SGUnitedTraineeships-HostCompanies](https://wsg.gov.sg/SGUnitedTraineeships-HostCompanies) for more information, and indicate their interest at <https://go.gov.sg/sgunitedtraineeships-lawpractices>.
8. Eligible graduates may visit [wsg.gov.sg/SGUnitedTraineeships-Trainees](https://wsg.gov.sg/SGUnitedTraineeships-Trainees) for more information, and go to [MyCareersFuture.sg](https://mycareersfuture.sg) and search for traineeship opportunities using the hashtag #SGUnitedTraineeships.

**Host Organisation  
Webpage**



<https://go.gov.sg/wsg-sgut-hostcompanies-1>

**Trainee Webpage**



<https://go.gov.sg/wsg-sgut-trainees-1>