

**CORPORATE & COMMERCIAL –
ENERGY, INFRASTRUCTURE & PROJECTS PRACTICE
(SOLICITOR SEAT) CHECKLIST**

Introduction

A Corporate & Commercial (Energy, Infrastructure and Projects Practice) Seat should prepare a practice trainee (“PT”) to a standard which will enable him or her to deal with the work likely to be encountered in the first few years of energy, infrastructure and projects practice.

- 1) For PTs undertaking the Corporate & Commercial (Energy, Infrastructure and Projects Practice) Seat as their **Core Seat**, the supervising solicitor must ensure that the PT completes:
 - a) All tasks set out in Section A;
 - b) **Two sets of documents** set out in Section B; and
 - c) **Four tasks** set out in Section C.

- 2) For PTs undertaking the Corporate & Commercial (Energy, Infrastructure and Projects Practice) Seat as their **Secondary Seat**, the supervising solicitor must ensure that the PT completes:
 - a) All tasks set out in Section A;
 - b) **One set of documents** set out in Section B; and
 - c) **Two tasks** set out in Section C.

SECTION A

No.	Task	Done <i>(please tick accordingly)</i>
A1	Assist in interviewing and taking instructions from a client on an energy, infrastructure or projects matter	
A2	Conduct legal research on a client’s query and communicate research results to their supervising solicitor, or any other lawyer as directed by the supervising solicitor, as effectively as possible through written memoranda or any other medium	

A3	Assist in preparing an engagement letter for a corporate matter	
A4	Attend negotiations with counterparties in relation to contracts or transaction documents	
A5	Assist with know-your-client (KYC) or anti-money laundering (AML) checks	
A6	Discuss potential ethical issues that may arise in a corporate and commercial practice, including any issues that may arise in the practice of Energy, Infrastructure and Projects with the supervising solicitor.	

SECTION B

No.	Task	Done <i>(please tick accordingly)</i>
B1	Assist in preparing, reviewing and negotiating the following sets of documents: a. Project tender documents; b. Requests for proposal; c. Project development agreements; and d. Ancillary supporting documentation	

SECTION C

No.	Task	Done <i>(please tick accordingly)</i>
C1	Gain an understanding of the framework and structure of various aspects of energy and infrastructure related work such as: a. Land development; b. Procurement; c. Construction; d. Financing; e. Operations; and f. Maintenance	

C2	Gain an understanding of the concerns of stakeholders (such as government authorities, the concessionaire, financiers and sponsors) in a project development arrangement	
C3	Gain an understanding of public and private procurement arrangements, including the framework relating to Public-Private Partnerships in Singapore	
C4	Gain an understanding of regulatory, licensing and compliance matters in various energy and infrastructure sectors, such as: <ul style="list-style-type: none"> a. Electricity; b. Renewable energy; c. Energy transition and sustainability solutions; d. Different fossil fuels; e. Telecommunications; f. Media; g. Transportation; h. Water treatment; and i. Waste management 	
C5	Assist in the conduct of legal risk analysis arising from project agreements	
C6	Assist in the preparation / review / research for advice on regulatory, licensing and compliance matters in the energy and infrastructure sector	
C7	Assist in the preparation / review / of regulatory applications and/or submissions to regulatory authorities in the energy and infrastructure sectors	

To the Singapore Institute of Legal Education:

I certify that this Practice Area Checklist accurately reflects the training undertaken and completed by the Practice Trainee under my supervision during the relevant period as specified in the Certificate of Diligence.

Name of Practice Trainee as per NRIC / FIN:	
Name of Singapore Law Practice:	
Practice Training Period Commencement Date:	
Name of Supervising Solicitor as per Practising Certificate:	
Signature of Supervising Solicitor:	
Date:	

Note: Ensure that the details provided above match with those in the approved Practice Training Contract.