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LSSA NEWSLETTER
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COMMITTED TO **BUILDING** A BETTER LEGAL PROFESSION FOR ALL

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POPI AND INFORMATION SECURITY GUIDELINES FOR LAW FIRMS

With the assistance of Mark Heyink, the LSSA has published the updated *Protection of Personal Information Guidelines for Law Firms*. The primary purpose of the guidelines is to assist attorneys to familiarise themselves with their obligations to process personal information in their practices lawfully. Each practice is different and will have to apply the principles which have been developed to protect personal information as may be appropriate and in accordance with the nature of the information and the purpose for which the personal information may be processed.

The POPI guideline should be read in conjunction with the *Information Security for South African Law Firms - LSSA Guideline*. This provides guidance to attorneys in managing and securing information which is fundamental to the lawful processing of personal information.

Download the [Protection of Personal Information for South](#)

African Firms - LSSA Guidelines 2018 [here](#).

Download the [Information Security for South African Law Firms - LSSA Guideline 2018 here](#).

LSSA ANNUAL CONFERENCE: BLUEPRINT FOR OUR FUTURE PROFESSION: REGISTRATION OPEN

The [LSSA Annual Conference](#) will be held at [Century City Conference Centre](#) in Cape Town on 23 and 24 March 2018.

Conference sessions will discuss **a future professional body for legal practitioners** to represent, support and promote them once the provincial law societies fall away in October this year. Join one of three commissions to make an input into your future representative body.

The second day of the conference (Saturday) will discuss the **practical impact and implications** for practitioners of s 35 (fees) of the Legal Practice Act, as well as the new client-centric, transparent and open disciplinary processes under the new Legal Practice Council and the Legal Services Ombud.

A special session for **young lawyers will focus on the Millennial legal practitioner**: the new workplace for digital natives, social media in the workplace, work-life balance and social consciousness challenges for young lawyers.

Registration is free, but travel and accommodation are for the delegate's own cost.

*View the programme [here](#).
Register online [here](#).*

LATEST ON THE LEGAL PRACTICE ACT: RULES FOR COMMENT

The National Forum on the Legal Profession has gazetted the Rules in terms of ss 95(1), (3) and 109(2) of the Legal Practice Act - which will apply to all legal practitioners - for comment by 5 March 2018.

The Rules deal with: Fees and charges; the Legal Practice Council; the Provincial Councils; professional practice, education and training; admission and enrolment; rendering of legal services; law clinics; disciplinary rules; procedural rules for the Fidelity Fund; accounting rules and the Legal Practice Fidelity Fund.

Download the Rules for comment [here](#).

LEGAL EDUCATION CONFERENCE TO DISCUSS PVT

The Legal Practice Act requires the National Forum to make recommendations to the Minister on the practical vocational

training (PVT) requirements that candidate attorneys and pupils must comply with before they can be admitted by the court as legal practitioners. The NF has proposed various models to the Minister ([view here](#)).

The LSSA, in collaboration with Monash South Africa Law Department (MSA Law), will host a conference on 1 and 2 March 2018 entitled 'From a Disjointed to an Integrated Legal Profession: The Design of Appropriate Practical Vocational Training for Legal Practitioners' at the Emperors Palace Convention Centre in Kempton Park.

The conference seeks to assist the process of crystallising the PVT requirements for candidate legal practitioners. Registration closes tomorrow, 23 February 2018.

[Read more and register online here.](#)

HARVARD SOUTH AFRICA FELLOWSHIP PROGRAM

Mid-career practitioners are invited to apply for the Harvard South Africa Fellowship Program for a year of study in one of Harvard's Professional Schools or Graduate School of Arts and Sciences. Applicants must have shown considerable skill in their chosen fields and leadership, and are expected to benefit from advanced training. Fellows usually range in age from 30 to 45 years, and must be South African citizens. Applications close on 4 April 2018 at 11:59 pm EST.

[Read more here.](#)

LATEST IN THE LSSA PRACTICE MANAGEMENT TOOLKIT

A [compendium of practice management articles](#) written by experts for *De Rebus* to support you in your practice. Recent additions to the toolkit include the following:

Whether to invest in junior attorneys or not?

Law firms need to hire good candidate attorneys and junior attorneys to grow. Although it may take a while for a junior attorney to develop professionally and reach their full potential as an attorney, there should be benefits for both, the employer and employee, to embark on these working relationships. Apart from all the good business reasons to hire and mentor junior attorneys, senior attorneys should continue to contribute to the profession's next generation of attorneys. The next generation of attorneys are our profession's future. The transfer of skills and knowledge is essential to take our profession forward. Emmie de Kock provides four tips: Plan for staff changes; Discuss career development, Coaching and mentorship.

[Read more here](#)

Personal stressors and legal practice: Your firm needs a

plan

The practice of law, by its very nature, can be a very stressful undertaking. There are a host of competing pressures on the legal practitioners, their staff and even their families. These include the challenges of chasing multiple deadlines, ensuring that the practice is financially viable, securing clients and carrying out the mandates received from clients. The often adversarial nature of legal work adds to the stressors. At the end of the day, the people who make up the practice are human beings who have to deal with the stresses of practice, as well as those associated with their lives outside of the law firm. It is trite that these stresses must be acknowledged and managed. Thomas Harban from the AIIF notes that in planning the firm's risk management strategy, the risks associated with stress (and all other personnel-related risks) should also be taken into account.

[Read more here.](#)

Back to basics: The ABC of trust audits

It is important for a firm to have an unqualified audit as this sends out the message that the firm is run prudently. The AFF's Practice Support Unit provides pointers that, if adhered to consistently throughout, should result in an unqualified audit report for the firm.

[Read more here.](#)

RISK ALERT BULLETIN

Have you missed the February *Risk Alert Bulletin*? Features include:

- Risk management, practice rules and the Legal Practice Act 28 of 2014.
- The AIIF is available to assist law firms to develop a risk matrix and a risk management plan.
- This issue also includes a risk management questionnaire and a Practice Self- Assessment Form.

[Click here](#) to view the February *Risk Alert Bulletin*.

RECENT PRESS RELEASES AND ADVISORIES

12 January 2018: LSSA saddened at death of former Co-Chairperson, Julian von Klemperer.

[Read press release.](#)

17 January 2018: Protection of Personal Information Guideline for South African Law Firms. [Read advisory.](#)

18 January 2018: Legal Practice Amendment Act to ensure smooth handover to new Legal Practice Council dispensation.

[Read advisory.](#)

13 February 2018: NADEL Calls for speedy action by President Zuma.

[Read press release.](#)

14 February 2018: Law Society calls for higher standard of ethics and accountability for public officials.

[Read press release.](#)

FIND A NEW FIELD OR SHARPEN YOUR SKILLS: LEAD TRAINING

Alternative dispute resolution half-day seminar

Cape Town: 6 March; Durban: 7 March 2018; Midrand: 8 March

The proposed enactment of a new International Arbitration Act will introduce major changes and present significant opportunities for South African practitioners. This half-day seminar – presented by Des Williams - will equip practitioners to understand the changes and the way those changes will affect arbitration practice. Some of the topics that will be covered by the seminar include an understanding of the general principles applicable to arbitration, the Arbitration Act and the proposed new International Arbitration Act.

[Read more here.](#)

Cybersecurity seminar: Reduce the risk to your firm

Cape Town: 10 April; Durban: 17 April

Law firms are also increasingly victims to cybercrime and should be proactive in protecting their practices as well as their clients from falling victim. This one-day seminar will assist to reduce the risk of your firm becoming a victim and/or party to cybercrime.

[Read more here.](#)

The Legal Entrepreneur seminar

Midrand: 12-13 April; Cape Town: 08-09 May

This two-day seminar will assist start-up attorneys to position their practices as successful businesses, and formulate winning marketing strategies to make their practices competitive and sustainable. The seminar will equip you to identify a business opportunity; positioning yourself strategically towards the opportunity; grow your business sustainably; evaluate consistently towards 'five-star' service and become a responsible leader in the profession.

[Read more here.](#)

INTERNATIONAL CONFERENCE TO DIARISE

IBA Africa - Opportunities and Challenges in M&A

Transactions Conference: Cape Town 19 - 20 March 2018

The conference is presented by the International Bar

Association (IBA) Corporate and M&A Law Committee and supported by the IBA African Regional Forum.

The event will bring together practitioners from across the globe to explore current trends and the latest developments in the African M&A market as well as providing commentary from some of the world's leading experts. This event is a must attend for all legal professionals doing business in and with the African market.

Topics to be discussed include:

- Common trends driven by country and sector specific opportunities
- Shift from energy and mining M&A towards TMT, myth or reality?
- Impact of cultural differences on negotiation and deal structuring
- Practical tools for risk mitigation - Case studies
- How to exit a deal
- The opportunities and limits of alternate dispute resolution in Africa.

Read more about the Africa: Opportunities and Challenges in M&A Transactions Conference [here](#).



Have you missed the January/February issue?

This issue includes features on

- Reconsidering final judgments - the injustice in justice
- Remuneration of benefits from a will: Who is a 'spouse'?
- Training obligations in terms of FICA
- Dangers inherent in Bitcoin and other cryptocurrencies
- CIPC to introduce Substantive Search and Examination
- Dismissed by a foreign diplomatic mission: Are South African locally recruited employees without an effective remedy?

As well as all the regular columns and news articles.

View the January/February issue here. www.derebus.org.za.

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