

ANNEX B – EXAMPLES OF SOLUTIONS IN-DEMAND BY SECTORS

1. Legal

The legal sector is a highly specialised sector and lawyers typically adopt a time-based charging mechanism. An identified opportunity in the sector would be a practise management that would enable the law firms to manage and track its resource utilisation, as well as, efficiently manage documentations and administrative works associated with each case, so that the lawyers could focus on more value added works for their clients.

The scope of the solution for the practise management shall include but not be limited to the following modules and functions:

1.1. Legal Practise Management Solutions

Knowledge Management

- a) Enable storage of templates for different cases/matters, past work done by the firm/different cases and relevant seminar papers, articles, even info etc
- b) Support precedent library with various search facilities or integration with existing 3rd party precedent databases / packages
- c) Enable storage of and search facilities for information on clients and firm's current dealing with the clients as well as other preceding legal matters prior to firms' acquisition of client
- d) Enable management and tracking of on-going cases and client engagements, including ability to set timelines and reminders for follow up actions
- e) May include private social collaborative platform for crowd sourcing and sharing of knowledge within the firm or authorised private group
- f) Allow for integration with 3rd party due diligence software

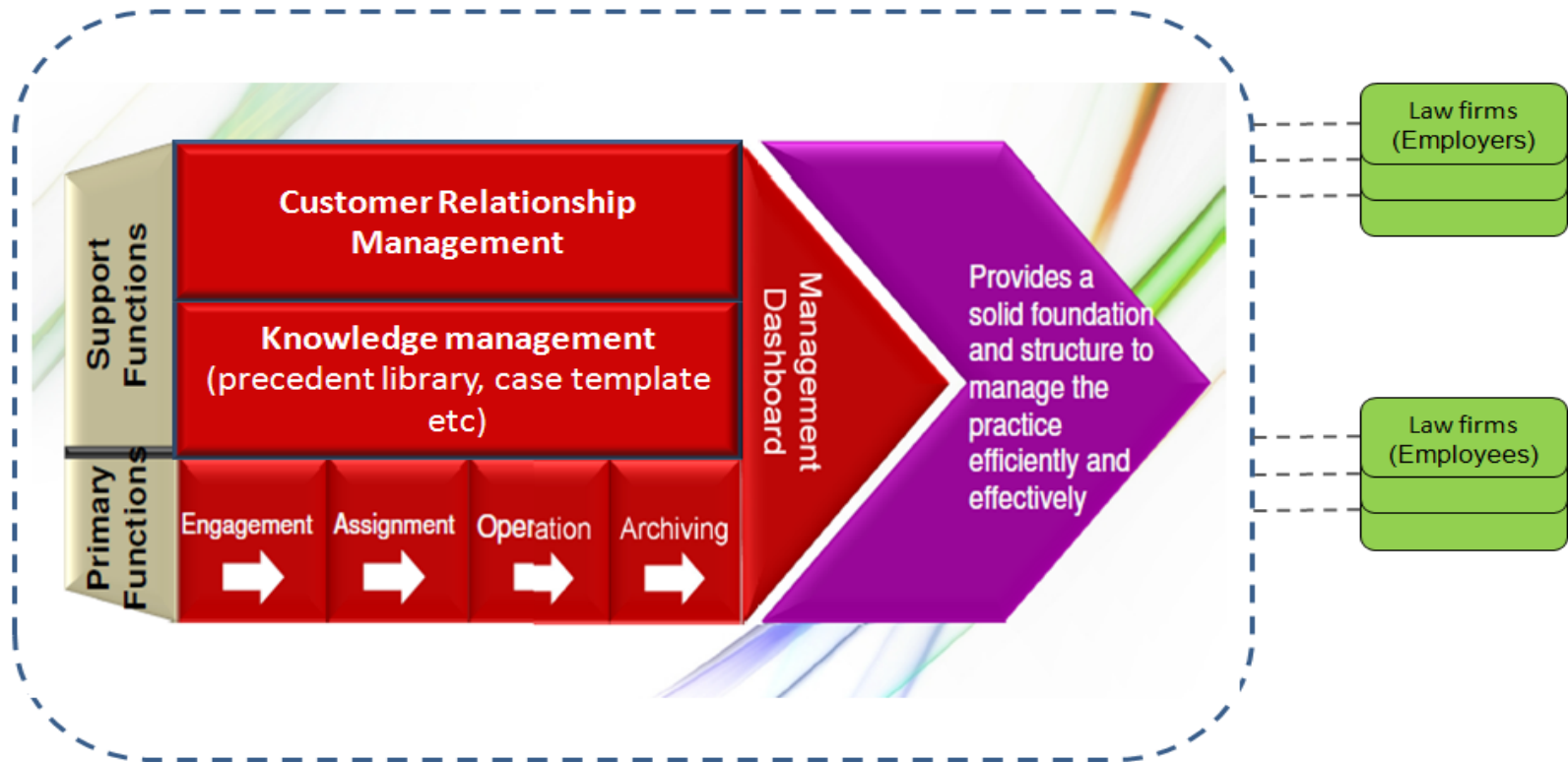
Operations Management

- g) Ability for resource planning, scheduling, case assignment and tracking of billable time for each lawyer
- h) Ability to auto-generate quotations based on estimated set of works and invoices based on actual billable hours for each case
- i) Provide integrated time management system comprising functions such as e-leave, payroll, time & attendance with generation of staff costing reports
- j) Integration to existing accounting systems, or provision of full accounting functions such as generation of management reports, tax compliance reports and tracking of invoices, billings, accounts receivables and payable

1.2. Additional Requirements

- 1.2.1. Solution shall also be accessible via authorised mobile devices for security and mobility purposes.
- 1.2.2. Solution shall ensure that all security measures are in place to prevent unauthorised accesses to the platform and databases.
- 1.2.3. Where feasible, all modules shall have open interface specifications to enable integration with existing systems and allow for future capabilities expansion.
- 1.2.4. Solution shall enable integration to any system promoted by the Supreme Court and/or Singapore Academy of Law.
- 1.2.5. Consortia may use their own discretion to consider other optional software or modules to further enhance operational productivity and streamline processes.
- 1.2.6. Shortlisted Consortia must work in consultation with major department stores, concessionaires and the relevant associations to refine project details.

Legal – Practise Management System



Desired outcome: Proper tracking of all assigned jobs contributing to increased profitability
Reduce time spent on research for precedent cases to accelerate learning curve of staff