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## **JAWATANKUASA PEGUAM PULAU PINANG PENANG BAR COMMITTEE**

Circular 20/22

2 Sept 2022

To Members and Pupils-In-Chambers of the Penang Bar,

### **Renovation Works at the Penang Bar Secretariat**

Kindly be informed that the Penang Bar Secretariat will be undergoing renovation works from 5 Sept 2022 and will therefore be relocated to the Penang Bar Library at No.21, Green Hall, 1<sup>st</sup> Floor, 10200 Penang until further notice.

Members and Pupils are requested to take note of the following:-

1. The Penang Bar Library operating hours will be from 8:30 a.m. to 5:30 p.m. (Mon to Fri). Walk-ins are welcome.
2. The Secretariat Conference Room will not be available for Disciplinary Committee Proceedings or any meetings until further notice.
3. The Penang Bar Auditorium will be available for Disciplinary Committee Proceedings and meetings with prior appointment made at least 1 day earlier (via e-mail [secretariat@penangbar.org](mailto:secretariat@penangbar.org) or phone 04-261 5669 / 04-2635977) with the date and time of intended use. Walk-ins and last-minute requests will not be entertained.
4. The Penang Bar Auditorium will be available for talks and seminar with prior appointment made at least 1 month earlier (via e-mail [secretariat@penangbar.org](mailto:secretariat@penangbar.org) or phone 04-261 5669 / 04-2635977) with the date and time of intended use. Walk-ins and last-minute requests will not be entertained.
5. The number of persons permitted in the Auditorium shall be kept to a maximum of eighty (80) persons at any one time.

Thank you.

**Ravi Chandran**  
Chairman