



Chiang Mai Hill Hotel, Chiang Mai, Thailand

9th-18th June 2016

Outcomes:

- Provide platform to share regional experiences about the achievement and challenges of CLE programs, and discuss ways to overcome the challenges;
- Provide space for CLE networking in regional and international level for future collaboration, partnership, and support;
- Participants understand the administration of different types of CLE programs including in-house clinics, community teachings, externships and simulations;
- Participants to design the CLE courses suited their needs and resources available;
- Participants to develop/strengthen the CLE programs strategic plans;
- Provide lawyering skills needed for different types of CLE programs;
- Participants to understand the benefits of monitoring and evaluating the CLE programs;
- Provide tools for CLE programs monitoring and evaluation; and
- To build up capacity of the participants on proposal writing for funding purpose.

Thursday 9th June 2016 (DAY 1) – Overview and Introduction

Time	Agenda
13:00 – 13:20	Registration
13:20 – 13:40	Meet and Greet <u>Session Outcome:</u> <ul style="list-style-type: none"> • To make the participants feel comfortable and get to know each other
13:40 – 14:00	Overview and Goals of the CLE Summer School
14:00 – 15:00	Session 1: Reflective Journal and Effective tools for CLE Programs <u>Session Outcomes:</u> <ul style="list-style-type: none"> • Understand the purpose of the reflective journal and due date; • Know different effective tools for information maintenance and sharing; and • Know how to use Dropbox and Google Drive
15:00 – 15:15	Refreshment Break
15:15 – 16:30	Session 2: Presentations of University Partners CLE Programs and Strategic Plans

	<p><u>Session Outcome:</u></p> <ul style="list-style-type: none"> • University partners to present about their CLE programs/clinic/integrating CLE methodologies in different subjects/CLE activities including challenges, supports needed.
16:30 – 17:00	Daily Debrief and Evaluation
19:00 – 21:30	Welcome Dinner
Friday 10th June 2016 (DAY 2) – CLE Programs Administration	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : CLE Programs Administrative Structures</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the administrative structures of each type of CLE Programs; • Be able to design the administrative structures for their CLE Programs; and • Appreciated the importance of effective administrative structures.
10:45 – 11:00	Refreshment Break
11:00 – 12:00	<p>Session 2 : CLE Programs Proposal Writing</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand how to write the proposal for funding purpose; and • Know financial resources to propose the proposal.
12:00 – 13:00	Lunch
13:00 – 15:00	CLE Programs Proposal Writing – continue
15:00 – 15:15	Refreshment Break
15:15 – 16:30	<p>Session 3 : CLE Programs Course Accreditation</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Identify procedure and step to make their CLE Programs accredited; • Understand important keys to maintain CLE Programs; and • Appreciate the course accreditation as the way to ensure the sustainable of the CLE Programs.
16:30 – 17:00	Daily Debrief and Evaluation
Saturday 11st June 2016 (DAY 3) – Supervision and Mentoring	
Time	Agenda
08:30 – 09:00	Registration

09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : CLE Program Supervision and Mentoring</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Know the models of supervision and then elements needed for effective supervision and mentoring policy for in-house clinic, community teaching clinic, externship clinic, and simulation clinic; • Identify the characteristics of good supervisors; • Develop supervision and mentoring policy for their clinics; and • Appreciate the importance of having supervision policy in the CLE clinics.
10:45 – 11:00	Refreshment Break
11:00 – 12:00	CLE Program Supervision and Mentoring
12:00 – 13:00	Lunch
13:00 – 15:00	CLE Program Supervision and Mentoring
15:00 – 15:15	Refreshment Break
15:15 – 16:30	CLE Program Supervision and Mentoring
16:30 – 17:00	Daily Debrief and Evaluation
Sunday 12th June 2016 (DAY 4) – Monitoring and Evaluation	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : Monitoring and Evaluating CLE Programs</p> <p><u>Session outcome:</u></p> <ul style="list-style-type: none"> • Provide the participants with different instruments the participants can use and how to analyze findings; and • Appreciate the benefits and importance of monitoring and evaluating the CLE Programs
10:45– 11:00	Refreshment Break
11:00 – 12:00	Monitoring and Evaluating CLE Programs
12:00 – 13:00	Lunch
13:00 – 15:00	Monitoring and Evaluating CLE Programs
15:00 – 15:15	Refreshment Break
15:15 – 16:30	Monitoring and Evaluating CLE Programs
16:30 – 17:00	Daily Debrief and Evaluation

Monday 13rd June 2016 (DAY 5) – Case Management

Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09.15-10.00	<p>Session 1: What is Case Management? <u>Session Outcomes:</u></p> <ul style="list-style-type: none">• Understand the scope of case management from start to finish;• Understand a legal aid context;• Understand the process of case management from client intake to post-resolution;• Know and appreciate the need to collect and analyse data;• Identify the organizations that must engage in case management; and• Understand and appreciate the need of legal aid office, pro bono lawyers, legal aid clinics, etc. to engage in case management.
10.00-10.45	<p>Session 2 : Case Management in the Big Picture <u>Session Outcomes:</u></p> <ul style="list-style-type: none">• Understand why a lawyer’s duty to their client and their fellow lawyers can’t be fulfilled without accurately recording data and managing it in a case file;• Understand how a legal aid organization, law clinic, etc. must have accurate data to improve and expand their services in the future;• Caring about case management; and• Provide perception of case management as “extra work” and how to make individuals and organizations see the value of case management.
10.45-11.00	Refreshment Break
11.00-12.00	<p>Session 3 : Client Intake Forms <u>Session Outcomes:</u></p> <ul style="list-style-type: none">• Understand what data should be captured in a client intake form;• Understand what should be asked of clients in order to understand their needs;• Be able to design a client intake form;• Sensitivities to consider/client-centered lawyering; and• Relate interaction with clients to the principles of client-centered lawyering; importance of first impression with clients; sensitivity of marginalized groups.
12.00-13.00	Lunch
13.00-14.00	<p>Session 4 : Case Logs <u>Session Outcomes:</u></p> <ul style="list-style-type: none">• Understand what data should be captured in a case log;• Understand what a case log is/can be and how it should capture

	<p>major case developments, client data, evidence, etc.</p> <ul style="list-style-type: none"> • Be able to design a case log form; and • Understand the format and use of electronic systems for case logs.
14.00-15.00	<p>Session 5 : Practicing Case Management for Professional Responsibility <u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the individual roles in case management; • Understand the roles of lawyers and administrative staff; • Understand the principles of professional responsibility and how they relate to case management; and • Understand the relationship of case management and time management.
15.00-15.15	Refreshment Break
15.15-16.30	Practicing Case Management for Professional Responsibility – continue
16.30-17.00	Daily Wrap up and Evaluation
Tuesday 14th June 2016 (DAY 6) – Ethical Practice of Client-Centered Lawyering	
Time	Agenda
08:30 – 09:00	Registration
09:00-09:15	Energizer
09:15-10:30	<p>Session 1 : Introduction to ethical practice of client-centered lawyering <u>Session objective:</u></p> <ul style="list-style-type: none"> • Explore the concept of client-centered lawyering as a means of ensuring access to justice and furthering the objectives of an ethical legal profession; • Understand how lawyers can achieve the objective of acting in a client’s best interests while ensuring we foster client autonomy; and • Emphasizes empowerment (of the lawyer, client and potentially of the community) as one of the outcomes of client centered lawyering approach.
10:30-10:45	Moring Break
10:45-12:15	<p>Session 2 : Meeting clients and trusting a lawyer <u>Session Objective:</u></p> <ul style="list-style-type: none"> • Explore the basic skills needed by a legal practitioner to develop a client’s trust and respect; and • Understand the context of a lawyer’s ethical obligations and the higher standards expected of members of the legal profession.
12:15-13:15	Lunch
13:15-14:15	Session 3: Lawyering in practice – Experiences of legal ethics & client centered lawyering.

	<p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Trainers to share experiences, involving the lecturers/ local lawyers and allowing them time to share their experiences; and • Draw on local examples and practices as a means to identify current and potential ways to ensure ethical client centered lawyering.
14:15-15:30	<p>Session 4 : Duty of confidentiality & legal professional privilege</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the key elements of the duty of confidentiality and the issues arising when the duty conflicts with other duties owed by the lawyer; • Understand underlying societal rationale for the existence of the duty of confidentiality, as well as what happens when this duty creates a conflict between the client and the lawyer’s interests and other duties.
15:30-15:45	Afternoon Break
15:45 – 16.45	<p>Session 5 : Avoiding conflict of interests</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • This is an interactive, values strengthening and practical skill building session which will focus on:- Should legal practitioners act for their own family members? How can a conflict of interest be dealt with after it has occurred?
16:45-17:00	Wrap up and evaluation (5 ‘Take away’ for sharing next morning)
Wednesday 15th June 2016 (DAY 7)– Ethical Practice of Client-Centered Lawyering	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:15	Session 1: Recap on Day 1 – 5 ‘Take away’ sharing
09:15-10:45	<p>Session 2: Sources of Ethics Lawyers – Duties to the Court</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Identify the duties to court; • Understand and appreciate roles of lawyers as officers of the court; • Understand possible conflict between duties to court and duties to client; • Understand the possible consequences, or negative outcomes of breaching duties to the court; • Identify possible situations and causes of conflict; • Have a guide for understanding how to deal with those conflicts; and • Understand and appreciate the importance of supporting the integrity of court processes.
10:45-11:00	Morning Break

11:00-12:15	Session 3: Duties to the Court – continue
12:15-13:15	Lunch
13:15- 14:30	<p>Session 4: Working with Clients in Trauma</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Explore and provide initial insights and guidance for lawyers on ethical, effective methods as well as challenges when working alongside clients in trauma.
14:30-14:45	Afternoon break
14:45 – 16:15	<p>Session 5: Duty to the Administration of Justice</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Bring together the various elements discussed over the 2 days under the umbrella of ‘the duty to the administration of justice’; • Understand how to move forward and work to ensure that these client centered and ethical principles are further put into practice.
16:15-16:30	Wrap-up & evaluation
Thursday 16th June 2016 (DAY 8) – CLE Models	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : Different types of CLE Models</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the purposes of different types of CLE Programme; • Understand the differences of each model; and • Identify CLE model suits their universities best
10:45 – 11:00	Refreshment Break
11:00 – 12:00	<p>Session 2 : CLE Course Model – In-House Clinic Programme</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the in-house clinic; and • Explore to in-house clinic syllabus examples
12:00 – 13:00	Lunch
13:00 – 14:00	<p>Session 3 : CLE Course Model – Community Teaching/Street Law Programme</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the community teaching clinic; and • Explore to community teaching clinic syllabus examples
14:00 – 15:15	Session 4 : CLE Course Model – Externship Programme

	<p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the externship clinic; and • Explore to externship clinic syllabus examples
15:15 – 15:30	Refreshment Break
15:30 – 16:30	<p>Session 5 : CLE Course Model – Simulation Clinic</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the simulation clinic; and • Explore to simulation clinic syllabus examples
16:30 – 17:00	Daily Debrief and Evaluation
Friday 17th June 2016 (DAY 9) – Pro Bono Clinical Legal Education (CLE) Program	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:20	<p>Session 1: What is pro bono and why should the legal profession do pro bono?</p> <p><u>Session Outcome:</u> This session aims to provide an understanding of pro bono and an appreciation of ethical values behind pro bono.</p>
10:20 – 10:35	Refreshment Break
10:35 – 11:20	<p>Session 2: How CLE relates pro bono</p> <p><u>Session Outcome:</u> This introductory CLE session will provide the participants with an understanding on what clinical legal education is. This session will also explore the relation between CLE and pro bono including examples of CLE and pro bono working together.</p>
11:20 – 12:30	<p>Session 3: Ways for law firms and universities to collaborate</p> <p><u>Session Outcome:</u> This session will explore different collaboration based pro bono programs between law firms and universities e.g. pro bono CLE externship program, pro bono cases referral, pro bono lawyer supervisor, pro bono lawyer educating law students.</p>
12:30 – 13:30	Lunch
13:30 – 14:45	<p>Session 4 : Pro Bono CLE Externship Program</p> <p><u>Session Outcome:</u> This session will give ideas of how to develop a pro bono CLE externship program where law students gain legal knowledge, practical skills and ethical value through working on pro bono cases in a law firm. This session will explore essential elements of the program such as purpose,</p>

	supervision, and types of cases that students work on.
14:45 – 15:00	Refreshment Break
15:00 – 16:30	<p>Session 5 : Course Design – Participants design CLE courses</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Participants to design the CLE courses; and • Identify ways to make the CLE course accredited
16:30 – 17:00	Daily Debrief and Evaluation
19:00	Closing Dinner
Saturday 18th June 2016 (DAY 10) – CLE Program Course Design & SEACLEA	
Time	Agenda
09:00 – 10:30	Course Design – Participants design CLE courses (continue)
10:30 – 10:45	Refreshment Break
10:45 – 12:00	Designed Course Sharing and Feedback
12:00 – 13:00	Lunch
13:00 – 14:00	Opportunity to work with SEACLEA/SEACLEA Meeting