



## **Information Note**

### **Secondment to the United Nations Commission on International Trade Law (UNCITRAL)**

It is the policy initiative of the Department of Justice (DoJ) to nurture legal talents through continuous provision of training opportunities, especially in the practice of foreign-related legal affairs, including secondment arrangements with international organisations. In furtherance of the policy initiative, a standing arrangement has been put in place with UNCITRAL pursuant to an agreement between the Central People's Government and the United Nations (UN) for seconding counsel to the Regional Centre for Asia and the Pacific of the UNCITRAL ("RCAP") at Incheon, Republic of Korea every year since 2015.

#### **UNCITRAL**

2. UNCITRAL is the core legal body of the UN system in the field of international trade law. A legal body with universal membership specialising in commercial law reform worldwide for over 50 years, UNCITRAL's business is the modernisation and harmonisation of rules on international business. For details of the work of UNCITRAL, please visit its website at <https://uncitral.un.org/en/about>.

#### **UNCITRAL Secretariat (Vienna, Austria)**

3. To assist the work of UNCITRAL, the Secretariat undertakes a variety of different tasks, which includes preparation of studies, reports and draft texts on topics that are being considered for possible future inclusion in the work programme; legal research; drafting and revision of working papers and legislative texts on topics already included in the work programme; reporting on UNCITRAL and working group meetings; and providing a range of administrative services to UNCITRAL and its working groups. In preparing its work, the Secretariat may seek the assistance of outside experts from different legal traditions, conducting ad hoc consultations with individuals or convening meetings of groups of experts in a particular field, as required. Such groups have included academics, practising lawyers, judges, bankers, arbitrators and members of various international, regional and professional organisations.

#### **UNCITRAL RCAP**

4. RCAP was opened in January 2012 with the support of the Government of the Republic of Korea. Its main objectives are to (a) enhance international trade and development in the Asia-Pacific region by promoting certainty in international commercial transactions through the dissemination of international trade norms and standards, in particular those elaborated by UNCITRAL; (b) provide bilateral and multilateral technical assistance to States with respect to the adoption and uniform interpretation of UNCITRAL texts through workshops and seminars; (c) engage in coordination of activities with international and regional organisations

active in trade law reform projects in the region; and (d) function as a channel of communication between States in the region and UNCITRAL. Further details about the work of RCAP are available at [https://uncitral.un.org/en/TA/regionalcentre\\_asia\\_pacific](https://uncitral.un.org/en/TA/regionalcentre_asia_pacific).

### **Period of Secondment and Duties**

5. The period of secondment to UNCITRAL Secretariat or RCAP will be about 2 years for the former or 1 year for the latter. The next secondee to RCAP is expected to report duty in or after March 2026. The secondee will report to the Head of the RCAP and/or to the Director of the International Trade Law Division. Regarding secondment to RCAP: in general, the secondee will receive two-week training, and will serve as a Legal Expert with the following duties:

- (a) enhancing international trade and development in the Asia and the Pacific region by promoting certainty in international commercial transactions through the dissemination of UNCITRAL texts;
- (b) providing technical assistance to States in the region with respect to the implementation and uniform interpretation of UNCITRAL texts;
- (c) consulting with international and regional organisations active in the region with respect to law reform projects aimed at capacity building of States in the region; and
- (d) assisting in fund-raising for the operation and activities of RCAP.

### **Selection Criteria**

6. Applicants should be (a) permanent residents of the HKSAR with Chinese nationality and (b) civil servants who are confirmed to the permanent establishment and serving at the rank of Government Counsel or Senior Government Counsel of the Government Counsel Grade.

7. Applicants' suitability for secondment will be assessed with reference to selection criteria including but not limited to:-

- (a) possession of an advanced university degree (Master's degree or equivalent) in law (common law); a first level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree;
- (b) having a minimum of two years of progressively responsible legal experience related to international trade law;
- (c) experience in the common law systems in Asia and the Pacific (including that in the HKSAR);
- (d) fluency in English or French, and Chinese (both oral and written); knowledge of another United Nations official language is an advantage;
- (e) knowledge of international trade law; and
- (f) analytical, research and legal drafting skills.

## **Terms and Conditions of Secondment to UNCITRAL**

8. This is a secondment to an international organisation. Government Counsel seconded to UNCITRAL will be subject to the secondment terms under the relevant Government regulations.

## **Application Procedures and Selection Process**

9. If you would like to apply for secondment to UNCITRAL, please submit the following documents online by the application deadline<sup>1</sup>:

- (a) a completed application form;
- (b) a written submission setting out (i) the reasons why you apply for the secondment and (ii) your experience and qualities which would qualify you for the secondment;
- (c) a curriculum vitae;
- (d) copies of certificates or transcripts in respect of professional, academic and language qualifications, with gradings of the subjects taken in public examinations from secondary education onwards and in LLB and, if available, higher law degree(s) or law related qualifications, from local or overseas law schools or institutions; and those on English, Chinese and where applicable, other language(s); and
- (e) any other documents you consider appropriate (e.g. letter of recommendations, written work such as dissertation or other publications).

10. Your full English name should be included in the title of all documents to be submitted online in support of your application. Please note that late applications will not be accepted. Applicants may be invited to attend selection interview(s) which is scheduled for March/April 2025.

## **Enquiries**

11. For enquiries about this secondment programme, please contact International Law Division via email at [aegeanmak@doj.gov.hk](mailto:aegeanmak@doj.gov.hk).

International Law Division  
Department of Justice  
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<sup>1</sup> For details, please refer to DoJ's webpage at [https://www.doj.gov.hk/en/miscellaneous/secondment\\_programmes\\_to\\_international\\_organisations.html](https://www.doj.gov.hk/en/miscellaneous/secondment_programmes_to_international_organisations.html).