



Lexis® Practical Guidance

Redefine your legal tools, work smart and stay ahead.

- The most comprehensive and flexible contract template—help you write a perfect contract
- The most authoritative and thorough expert viewpoints—allow you to easily deal with a variety of practical issues
- The most thoughtful and smart use of technology— meet all your needs in the simplest way

Lexis Practical Guidance—Just Give the Answer You Want

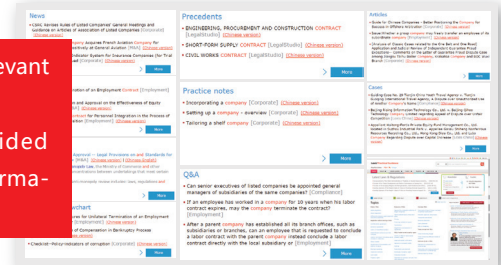
Practical Guidance is your everyday tool for essential online legal research. It will get you straight to the answers you need, faster and more easily with rich practical resources, all in the one place.

Practical Guidance has absorbed a substantial amount of expert opinions and leaders' wisdom. As practitioners and influencers in the legal profession, they truly understand the needs and problems in different areas of the law and can really help you improve work efficiency and improve your personal value.

• Compliance with Practice

It allows you to easily deal with a variety of practical issues. Even in any less familiar area, you can also quickly find the reference and solution to help you constantly expand your business area and improve your knowledge base.

Covers all topics in the relevant practice areas
Every topic will be provided with a wide range of information series



• Making Hard Things Simple

With a simple interface, easy operation and flexible options, the LexisNexis "New Search" will provide you with easiness and convenience at anytime and anywhere.



- **Efficient search:** smart analysis, recommended search words, expanded search and natural language search
- **Perfect contract:** online instant editing, storage, annotation of terms and optional terms
- **Lexis Freehand:** offline contract updating, offline browsing of annotation of terms and replacing optional terms by pressing one key
- **Data association:** visualization, two-way hyperlink, full text analysis, smart recommendation and citation
- **One-click Subscription:** daily express of new laws, special issue of labor law and company law
- **Exclusive customization:** usage analysis, custom search and personalized page
- **Alerts:** fast classification setting, search criteria setting and reminder of regulation effectiveness
- **Multi-media support:** cell-phone application and WeChat public platform

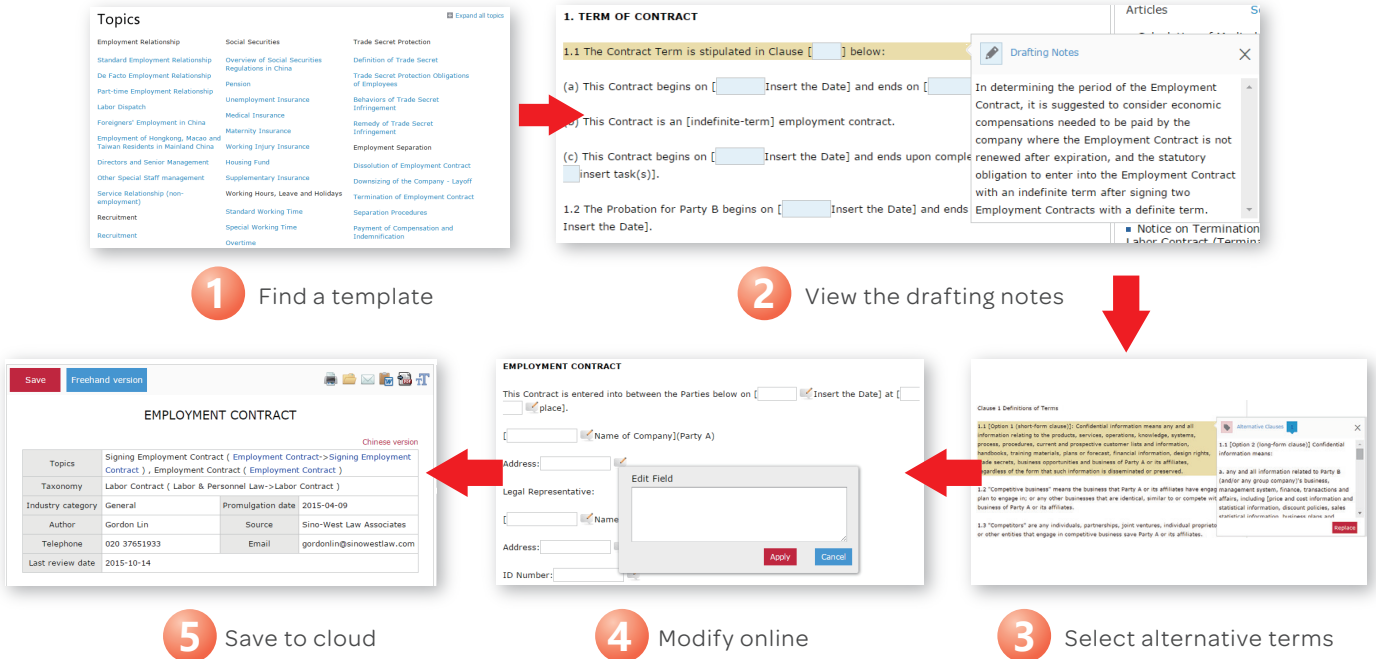
• Chinese Wisdom

Our professional team will carefully select the contents and strictly control the quality, and will invite China's top legal experts to give you advices and suggestions. The one-stop platform will ensure a high level of output while helping you reduces your input.



Five simple steps to make a perfect contract

Lexis Practical Guidance has the most comprehensive and systematic high-quality contract template base, which provides both Chinese and English versions, annotation of terms, optional terms, etc. and enables you to easily edit and save online/offline.



Practice Notes

- Deconstruct complex legal practices and provide operation techniques to help you have quick access to resolutions.
- Provide insightful views and in-depth analysis of hot and difficult issues by experts to help you achieve an easy transition from theory to practice.

Latest updates | Experts | User center | Enter your keywords to search

- Tailoring a shell company—flowchart** (Chinese version) 2015-09-14
Tailoring a shell company—flowchart. An individual may either incorporate a new company or purchase a company that has already been incorporated and tailor such company meet the specific needs and requirements of the business. The shell company is usually incorporated with a share capital of just one or two shares. Lexis® Practical Guidance Hong Kong Corporate.
- Incorporating a company limited by shares—flowchart** (Chinese version) 2015-09-14
Incorporating a company limited by shares—flowchart. A company limited by shares divides its share capital into fixed amounts of shares which is then issued to the shareholders. It includes references to relevant documentation that must be submitted to the Companies Registry. View or print a full size PDF version please find attachment. More information, please visit PG-Hong Kong Corporate.
- Incorporating a company** (Chinese version) 2015-09-11
Incorporating a company. A person wishing to set up a new company has the following options: - incorporate a new company under the Companies Ordinance (Cap 622) (CO), tailored to meet their specific requirements upon incorporation (a tailor-made company) or - purchase a ready-made company (ie a company that has already been incorporated but has never traded) "off-the-shelf" from a company f...
- Setting up a company - overview** (Chinese version) 2015-09-11
Setting up a company - overview. Under the Companies Ordinance (Cap 622) (CO), the following five types of companies can be incorporated: - a public or private company limited by shares (CO, ss 7, 8, 11 and 12) - a public or private unlimited company with a share capital (CO, ss 10, 11 and 12) and - companies limited by guarantee without a share capital (CO, ss 7 and 9) Unlimited compa...
- Sentencing Guidelines for Corporate offenders** (Chinese version) 2015-12-23
Sentencing Guidelines for Corporate offenders. This checklist summarises the Sentencing Guidelines for Fraud, Bribery and Money Laundering Offences, which take effect from 1 October 2014. Culpability/Culpability is demonstrated by the offending corporation's role and motivation. An alternative measure for offences under section 7 may be the likely cost avoided by failing to put in place appro...
- Using an anti-bribery statement of ethics effectively** (Chinese version) 2015-12-23
Using an anti-bribery statement of ethics effectively. Why a statement of ethics? The potential penalty is an unlimited fine for the organization. See Anti-bribery and corruption policy. The Ministry of Justice guidance: The MoJ guidance contains an annex for preventing bribery, three of which can be supported by the introduction of a statement of ethics into the business: - p...
- FCPA—who it applies to and what it prohibits** (Chinese version) 2015-12-22
FCPA—who it applies to and what it prohibits. The FCPA is part of the US Securities Exchange Act of 1934 and has two main provisions: - the anti-bribery provisions; and - the books and records and internal control provisions The FCPA anti-bribery provisions prohibit the corrupt payment of money or "anything of value" to a foreign official in order to obtain or retain bu...
- How In-House Teams Can Go Beyond the Services Provided by External Legal Teams** (Chinese version) 2015-12-15
How In-House Teams Can Go Beyond the Services Provided by External Legal Teams. The moment you set foot into the in-house world you are becoming a business person and business people expect you to look like a business person, sound like a business person but think like a lawyer. 3.1 Communication skills This is not simply relaying information efficiently—it is being able to relay information...
- Relevant issues in relation to foreigners entry into mainland China** (Chinese version) 2014-11-28
Relevant issues in relation to foreigners entry into mainland China. Travel agencies that organize inbound tourism in accordance with relevant State regulations may apply for group tourist visas from Port Visa Authorities. The types of ordinary visa and relevant issuance measures will be stipulated by the State Council. (JR visa, issued to foreign high-level talent needed by the State and other...
- Protection of Employees' Rights and Interests in the Bankruptcy Process** (Chinese version) 2014-10-09
Protection of Employees' Rights and Interests in the Bankruptcy Process. In addition, the attendees of the creditors' meeting shall also contain the debtor's employees and the representatives of its trade union. 2. Build the Bankruptcy Alarm Procedures in Which the Employees Predominate according to Article 112 of the Enterprise Bankruptcy Law , salaries, medical and disability subsidies, and...
- Rescission of Labor Contract for Personnel Integration in the Process of the Merger and Acquisition** (Chinese version) 2014-10-09
Rescission of Labor Contract for Personnel Integration in the Process of the Merger and Acquisition. In general, prior to an acquisition, the acquirer would conduct an assessment on the target company's human resources conditions (i.e., the due diligence), and based on the assessment results, consult with the target company on the conditions for retaining the target company's employees during...
- Special Works** (Chinese version) 2014-08-12
Special Works. Special Works Article 3 of the Administrative Measures for the Safety Technology Training and Evaluation of Special Workers provides that special works refer to the works and operations that are more likely to cause accidents and do great harm to workers or operators, other's safety and health as well as the safety of facilities and equipment. 63). 1. Range of special works 2...
- Taxation—asset purchase** (Chinese version) 2015-09-11
Taxation—asset purchase. Hong Kong has a simple tax system and low tax rates. Only those incomes that have a Hong Kong source are chargeable for Hong Kong profits tax. Since the revised rates are generally double the original rates, they are commonly referred to as double stamp-duty (DSD). They are as follows: consideration or value of the property DSD rates Below \$200,000 1.30% \$200,001 t...
- Competition law aspects of corporate transactions—asset purchase** (Chinese version) 2015-09-11
Competition law aspects of corporate transactions—asset purchase. References: Competition Ordinance, s 21 Possessing a substantial degree of market power does not by itself contravene the Second Conduct Rule. However, the conduct of the merged undertaking will obviously still be subject to the Conduct Rules. The exclusivity period should be limited to reduce the risk of suspicion and possib...
- Share purchase—overview** (Chinese version) 2015-09-11
Share purchase—overview. The sale and purchase of shares is the most common form of corporate acquisition in Hong Kong. Restrictions on share transfers and pre-emptive rights The articles of association of private Hong Kong companies must contain restrictions on the right to transfer shares. The competition laws were only applicable to the telecommunications and broadcasting industries. The ...
- Competition law aspects of corporate transactions** (Chinese version) 2015-09-11
Competition law aspects of corporate transactions. In the past, Hong Kong's only competition regimes were sector-specific. Note that the merger regime only applies to carrier licensees as defined in TO. Powers of the TA Without limiting the general nature of the action the TA may direct, TO empowers the TA to direct a carrier licensee to modify the changes in ownership or control that are a...

Toolkit

Provide tailor-made knowledge management: have a quick access to resolutions of difficult issues in due diligence; select the M&A pattern and get the risk warnings on taxation in time; have an easy access to latest laws, regulations and industrial qualifications for almost 30 popular sectors.

Toolkit » Policy of holiday and leave,wage and welfare,compensation
 • Please select a hot city

Select by city

MUNICIPALITY
 Beijing Shanghai Chongqing

HEBEI PROVINCE Shijiazhuang	ANHUI PROVINCE Wuhu	HEILONGJIANG PROVINCE Ha'erbin Daqing
SICHUAN PROVINCE Chengdu Zigong Mianyang	HUBEI PROVINCE Wuhan	ZHEJIANG PROVINCE Hangzhou
JIANGSU PROVINCE Nanjing Nantong	NEI MONGGOL Baotou	HENAN PROVINCE Luoyang
LIAONING PROVINCE Dalian	HUNAN PROVINCE Changsha	SHAANXI PROVINCE Xi'an

Toolkit » M&A Tax issues
 • Please select a business type

Tax Treatment for Share Transfers
 Transferor's Tax Treatment Transferee's Tax Treatment Target Company's Tax Treatment

Tax Treatment for Asset Transfer/Purchase
 Transferor's Tax Treatment Transferee's Tax Treatment

Tax Treatment for Mergers and Acquisitions
 Corporate Income Tax (General Tax Treatment) Corporate Income Tax (Special Tax Treatment) Value-added Tax
 Business Tax Deed Tax Land Value Increment Tax

Toolkit » Industry Regulation and Cases
 • Please select a Industry category

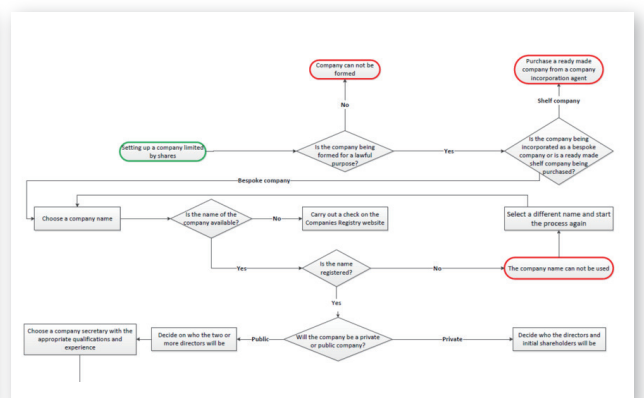
- Retailing**
 - E-Commerce Pharmaceutical Retail
- Medicine**
 - Production and Operation of Medicine Production and Operation of Medical Devices Medical Service
- Energy**
 - Electricity(General) Heat and Power Cogeneration Renewable Energy Nuclear Power
 - Coal Urban Gas Petroleum
- Finance**
 - Banking Bond Insurance Privately Offered Fund Futures
 - Security Investment Consultation
- Automobile**
- Mineral**
- Culture Media**

Checklist and Flowchart

Give a vivid display of key workflows and checklists to help promote your work smoothly without neglect of any key workflow.

Checklist --Treaties on Promotion and Mutual Protection of Investment Between China and Other Countries (BITS)

No.	Continent	Country	Signed on	Come into effect on
1.	Europe	Sweden	March 29, 1982	May 29, 1982
			September 27, 2004	September 27, 2004
2.	Europe	Germany	October 7, 1983	May 18, 1985
			December 1, 2003	November 11, 2005
3.	Europe	France	May 30, 1984	May 19, 1985
			November 26, 2007	August 20, 2010
4.	Europe	Belgium and Luxemburg	June 4, 1984	October 5, 1986
			June, 6, 2005	December 1, 2009



Regional Comparison

Cover over a hundred legal topics, enabling you to have a visual understanding of differences and comparisons of a legal issue in various regions and provide links for relevant information to help you make an accurate decision quickly.

• Please select one or more topics for comparison (Five topics are selected at most) Reset topic tree Clear selected topics

Social Securities

- Working Injury Insurance

Wage, Welfare and Tax

- Wage
- Overtime Wage
- Payment of Wage
- Sick Leave Wage
- Wage Payment for Special Circumstances and Special Employees

Trade Union and Democratic Management

- Collective Negotiation and Collective Contract

Labor Dispute Resolution

- Employment Arbitration
- Labor Disputes

Employment Separation

- Payment of Compensation and Indemnification
- Non-competition Clauses
- Downsizing of the Company - Layoff

Working Hours, Leave and Holidays

- Special Working Time

Employment Relationship

- Labor Dispatch
- Service Relationship (non-employment)

Occupational Protection

- Work Safety

Discipline and Regulations

- Discipline and Regulations

Labor Inspection

- Labor Inspection

Employment Contract

- Signing Employment Contract
- Modification of Employment Contract

• Please select one or more regions for comparison (Ten regions are selected at most) Clear selected region

BEIJING MUNICIPALITY

HEBEI PROVINCE

ZHEJIANG PROVINCE

SHANDONG PROVINCE

SICHUAN PROVINCE

TIANJIN MUNICIPALITY

SHI JIA ZHUANG CITY

HANG ZHOU CITY

JI NAN CITY

CHENG DU CITY

SHANGHAI MUNICIPALITY

LIAONING PROVINCE

ANHUI PROVINCE

HENAN PROVINCE

SHAANXI PROVINCE

CHONGQING MUNICIPALITY

SHEN YANG CITY

HE FEI CITY

ZHENG ZHOU CITY

XI AN CITY

DA LIAN CITY

FUJIAN PROVINCE

GUANGDONG PROVINCE

JIANGSU PROVINCE

FU ZHOU CITY

GUANG ZHOU CITY

NAN JING CITY

SHEN ZHEN CITY

Over a hundred topics.
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Regional Comparison

Scope of Personnel Who Shall Not Be Laid off

Region	Relevant Provisions	Law Reference	Last Review Date	More Relevant Contents
NATIONAL	<ol style="list-style-type: none"> An employee is exposed to an occupational disease hazard and fails to complete a pre-departure occupational health examination, or is suspected of having an occupational disease and is being diagnosed or under medical observation; An employee suffers from an occupational disease or work-related injury during the term of service and is confirmed to have lost the ability to work partially or entirely; An employee has been working with the employer for at least 15 consecutive years and there is less than five years before the statutory retirement age; or Under other circumstances prescribed by laws or administrative regulations. 	<ol style="list-style-type: none"> Article 42 of the <i>Labor Contract Law of the People's Republic of China</i> (Revised in 2012); Article 29 of the <i>Labor Law of the People's Republic of China</i> (Order of the President No.28); Article 5 of the <i>Provisions</i> 	2015-12-08	<ol style="list-style-type: none"> Please refer to Checklist and Flow Chart: Procedural Provisions on Redundancy Due to Economic Reasons; Please refer to Practice Note: Characteristics and Basic Provisions of Redundancy Due to Economic Reasons; Please refer to Checklist and Flow Chart: Checklist -- Provisions on Redundancy Due to Economic Reasons; Please refer to Regional Comparison: Materials Enterprises Shall Submitted When Reporting the Redundancy to the Labor and Social Security Department.
ANHUI PROVINCE HE FEI CITY	<p>No special provisions of ANHUI PROVINCE HE FEI CITY, we list below the relevant provisions of ANHUI PROVINCE for your reference</p> <p>Where an employee is involved in any of the following cases, the employer shall not cancel or terminate the labor contract according to provisions of Article 30 on redundancy as set out in the Regulations:</p> <ol style="list-style-type: none"> those suffering from an occupational disease or work-related injury and appraised as having Class One to Class Six disability; those suffering from a disease or injury, and being within the specified medical treatment period; those being patients having a suspected occupational disease or serious infectious disease and undergoing the diagnosis or medical observation period; a female employee being within the period of gestation, birth-giving or lactation; or any other case provided by laws and regulations. 	<p>No special provisions of ANHUI PROVINCE HE FEI CITY, we list below the relevant provisions of ANHUI PROVINCE for your reference</p> <p>Articles 30 and 32 of the <i>Regulations of Anhui Province on Labor Contracts</i></p>	2015-05-07	

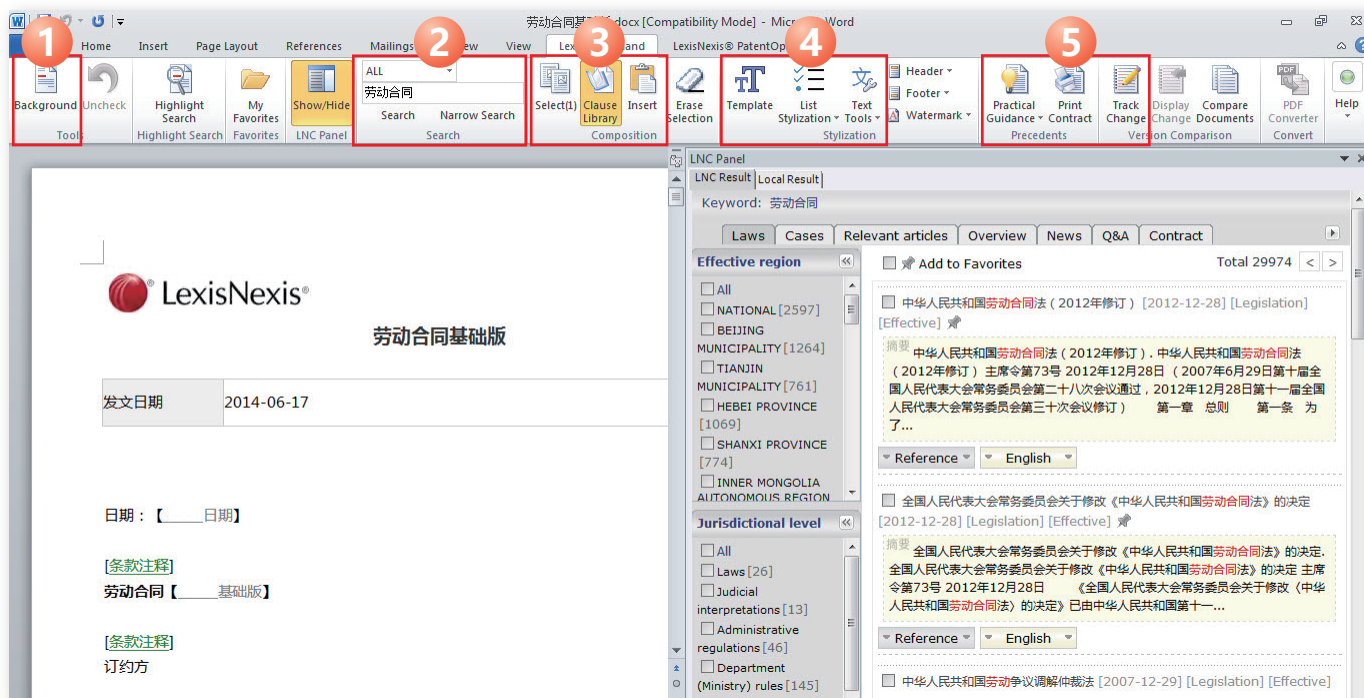
Include nationwide regulations

Link provincial and municipal regulations

Lexis Freehand

Lexis Freehand, the only office processing application in China that realizes a perfect combination of the legal database and MS office applications, helps you simplify your workflow greatly and focus on high value-added legal work together with the Lexis Practical Guidance.

- 1 Analysis of full text:** scan the full text and recommend relevant contents including regulations and terms, cases, in-depth interpretations, news, practice guidance, contracts, checklists, flowcharts and so forth.
- 2 Search engine:** search all the accurate legal contents contained in the lexiscn.com as well as files saved locally in your hard disk at any time.
- 3 My terms library:** select, save, replace or update any paragraph in My terms library and organize them into your target contract arbitrarily and intelligently.
- 4 Intelligent formatting:** identify the serial numbers made artificially by pressing one key and automatically convert them into list and catalogue; make customized text templates and style lists by pressing one key.
- 5 Comparisons of different versions:**
compare, trace and learn a revision or revisions made to a text with a summary of all revisions displayed more clearly and concisely.
1) Comparing two files, namely the source file and target file.
2) Comparing different versions of a text.



We Can Do More for You Because We Know You

Lexis **Practical Guidance** provides various types of practice in a creative way on one platform, including overviews, commentary, government forms, news, and legislation cases apart from contract template, tool kit, checklists, flowcharts and practice notes and other featured contents.

Lexis **Practical Guidance** highlights matters requiring high attention and recommends the best practice to help you succeed in your work quickly.

Overview

- Comprehensive elaboration of practical issues from a legal perspective
- Easy understanding of any unfamiliar law areas and issues

Commentary

- Insightful views and in-depth analysis of hot and difficult issues by experts
- Easy transition from theory to practice

Government Forms

- Comprehensive collection of standard texts and tables provided on the government websites
- Finding the official text by using the “one-stop” service

News

- Industrial development and latest news in the relevant areas
- Always standing at the forefront of the industry

Legislation Cases

- Comprehensive collection of basic information on legal research
- Laying a foundation for further legal research

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LexisNexis

Corporate Website : www.lexisnexis.com.cn

Product Website : www.lexiscn.com

E-mail : service.china@lexisnexis.com

Customer Service Hotline : 400-600-8680

Beijing

Unit 701, 7/F, Tower W1, Oriental Plaza, No.1 East Chang An Ave, Dongcheng District, Beijing, China

Telephone: (86-10) 8520 8600

Fax: (86-10) 8520 8700

Postcode: 100738

ShangHai

5/F Unit A, DC Center, 567, West Tianshan Road, ChangNing District, Shanghai

Telephone : (86-21) 6133 3068

Fax : (86-21) 6133 3049

Postcode : 200335

Guangzhou

Room 2711, Metro Plaza, No.183 North Tianhe Ave, Tianhe District, Guangzhou, Guangdong, China

Telephone: (86-20) 8525 1709

Fax: (86-20) 8755 0549

Postcode: 510075