



**Bar Malaysia
Malaysian Bar**

www.malaysianbar.org.my

15 Leboh Pasar Besar
50050 Kuala Lumpur, Malaysia
Tel : +603-2050 2050
Fax : +603-2026 1313, 2034 2825, 2072 5818
Email : council@malaysianbar.org.my

Circular No 299/2018

Dated 14 Dec 2018

To Members of the Malaysian Bar

Implementation of the E-Review Module in the High Court (Commercial), Kuala Lumpur

The Deputy Chief Registrar (Operations) of the Federal Court, Sabariah Binti Othman, has extended to us a copy of a notice entitled “Makluman Pelaksanaan Modul E-Review di Mahkamah Tinggi (Dagang) Kuala Lumpur”, dated 13 Dec 2018, pertaining to the implementation of the online case management (“e-Review”) module in the High Court (Commercial), Kuala Lumpur Court Complex.

Please be informed that the e-Review module will be implemented as a trial run for all new filings from **24 Dec 2018 (Monday)**.

Details of the training sessions (which are identical) on the usage of the e-Review system are as follows:

No	Date	Morning Session	Afternoon Session
1	19 Dec 2018 (Wednesday)	10:00 am to 12:00 noon (Government agencies and law firms)	2:30 pm to 4:30 pm (Government agencies and law firms)
2	20 Dec 2018 (Thursday)	10:00 am to 12:00 noon (Government agencies and law firms)	2:30 pm to 4:30 pm (Officers of the High Court, Kuala Lumpur Court Complex)
3	7 Jan 2019 (Monday)	10:00 am to 12:00 noon (Government agencies and law firms)	2:30 pm to 4:30 pm (Government agencies and law firms)
4	8 Jan 2019 (Tuesday)	10:00 am to 12:00 noon (Government agencies and law firms)	2:30 pm to 4:30 pm (Officers of the High Court,–Kuala Lumpur Court Complex)
5	9 Jan 2019 (Wednesday)	10:00 am to 12:00 noon (Government agencies and law firms)	2:30 pm to 4:30 pm (Officers of the High Court, Kuala Lumpur Court Complex)

The training sessions will be held on Level 7 in the Kuala Lumpur Court Complex.

The notice — which includes information about the e-Review system — is attached for your reference.

Should you have any enquiries, please contact Mohd Faizal Bin Ismail by telephone at 03-8880 3583, or by email at ekahaman@kehakiman.gov.my.

Thank you

Roger Chan Weng Keng
Secretary
Malaysian Bar



Ruj. Tuan :

Ruj. Kami :

Tarikh 13/12/2018 **Disember 2018**

SENARAI SEPERTI EDARAN

YBhg.Datuk/Dato'/Tuan/Puan,

**MAKLUMAN PELAKSANAAN MODUL E-REVIEW DI MAHKAMAH TINGGI (DAGANG)
KUALA LUMPUR**

Dengan hormatnya saya diarah merujuk perkara di atas.

2. Seperti mana yang pihak YBhg.Datuk/Dato'/Tuan/Puan sedia maklum, Kompleks Mahkamah Kuala Lumpur telah melaksanakan sistem e-Kehakiman sepenuhnya sejak Jun 2017. Bagi memastikan penyampaian perkhidmatan yang lebih efisien, satu modul baru "e-Review" akan dilaksanakan bagi pengendalian pengurusan kes di Mahkamah Tinggi (Dagang) Kompleks Mahkamah Kuala Lumpur secara perintis mulai 24 Disember 2018.
3. Sehubungan ini, satu latihan mengenai penggunaan sistem e-Review akan diadakan sepertimana ketetapan berikut:-

JADUAL LATIHAN E-REVIEW (2018) DI ARAS 7, KOMPLEKS MAHKAMAH KUALA LUMPUR			
BIL	TARIKH	SESSI PAGI	SESSI PETANG
1	19/12/2018 (Rabu)	10.00 pagi - 12.00 Tengahari (Agensi Kerajaan & Firma Guaman)	2.30 petang - 4.30 petang (Agensi Kerajaan & Firma Guaman)
2	20/12/2018 (Khamis)	10.00 pagi - 12.00 Tengahari (Agensi Kerajaan & Firma Guaman)	2.30 petang - 4.30 petang (Pegawai Mahkamah.Tinggi KMKL)

JADUAL LATIHAN E-REVIEW (2019) DI ARAS 7, KOMPLEKS MAHKAMAH KUALA LUMPUR			
BIL	TARIKH	SESSI PAGI	SESSI PETANG
1	07/1/2019 (Isnin)	10.00 pagi - 12.00 Tengahari (Agensi Kerajaan & Firma Guaman)	2.30 petang - 4.30 petang (Agensi Kerajaan & Firma Guaman)
2	08/1/2019 (Selasa)	10.00 pagi - 12.00 Tengahari (Agensi Kerajaan & Firma Guaman)	2.30 petang - 4.30 petang (Pegawai Mahkamah.Tinggi KMKL)
2	09/1/2019 (Rabu)	10.00 pagi - 12.00 Tengahari (Agensi Kerajaan & Firma Guaman)	2.30 petang - 4.30 petang (Pegawai Mahkamah.Tinggi KMKL)

4. Kerjasama daripada YBhg.Datuk/Dato'/Tuan/Puan adalah dipohon agar dapat memanjangkan maklumat ini kepada para peguam/pegawai undang-undang terlibat.

5. Sekiranya terdapat sebarang pertanyaan, YBhg.Datuk/Dato'/Tuan/Puan boleh menghubungi Encik Mohd Faizal Bin Ismail ditalian **03-88803583** atau melalui emel **ekihakiman@kehakiman.gov.my**

Sekian, terima kasih

“BERKHIDMAT UNTUK NEGARA”

Saya yang menjalankan amanah,



(SABARIAH BINTI OTHMAN)
Timbalan Ketua Pendaftar (Operasi)
Mahkamah Persekutuan Malaysia
Istana Kehakiman
PUTRAJAYA

s.k:

Ketua Pendaftar
Mahkamah Persekutuan Malaysia
Istana Kehakiman
PUTRAJAYA

Timbalan Ketua Pendaftar (Polisi)
Mahkamah Persekutuan Malaysia
Istana Kehakiman
PUTRAJAYA

Pendaftar
Mahkamah Tinggi Malaya
Istana Kehakiman
PUTRAJAYA

Pengarah
Mahkamah Kuala Lumpur
Kompleks Mahkamah Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR

Pengarah
Bahagian e-Kehakiman
Pejabat Ketua Pendaftar Mahkamah Persekutuan Malaysia
Istana Kehakiman
PUTRAJAYA

Pengarah
Bahagian Teknologi Maklumat
Pejabat Ketua Pendaftar Mahkamah Persekutuan Malaysia
Istana Kehakiman
PUTRAJAYA

Ketua Pegawai Eksekutif
Formis Network Services Sdn. Bhd.
KUALA LUMPUR

SENARAI EDARAN

1. Ketua Bahagian Guaman
Jabatan Peguam Negara
45, Persiaran Perdana, Presint 4
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
2. Ketua Bahagian Perbicaraan Dan Rayuan
Jabatan Peguam Negara
45, Persiaran Perdana, Presint 4
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
3. Peguam Cara Perbendaharaan
Kementerian Kewangan Malaysia
No. 5, Persiaran Perdana, Presint 2
Pusat Pentadbiran Kerajaan Persekutuan
62592 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
4. Penasihat Undang-Undang
Kementerian Dalam Negeri Malaysia
Blok D1, D2 & D9, Kompleks D
Pusat Pentadbiran Kerajaan Persekutuan
62546 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
5. Penasihat Undang-Undang
Kementerian Pertahanan Malaysia
Jalan Padang Tembak
50634 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
6. Penasihat Undang-Undang
Kementerian Perumahan dan Kerajaan Tempatan Malaysia
No. 51, Persiaran Perdana, Presint 4
62100, Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
7. Penasihat Undang-Undang
Kementerian Pertanian dan Industri Asas Tani Malaysia
Aras 1, Wisma Tani
No. 28, Persiaran Perdana,
Presint 4, Pusat Pentadbiran Kerajaan Persekutuan
62624 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

8. Penasihat Undang-Undang
Kementerian Pendidikan Malaysia
Blok E8, Kompleks E
Pusat Pentadbiran Kerajaan Persekutuan
62604 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
9. Penasihat Undang-Undang
Kementerian Pembangunan Luar Bandar Malaysia
No 47, Persiaran Perdana
Presint 4, Pusat Pentadbiran Kerajaan Persekutuan
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
10. Penasihat Undang-Undang
Jabatan Perdana Menteri
Blok B8, Kompleks Jabatan Perdana Menteri
Pusat Pentadbiran Kerajaan Persekutuan
62502 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
11. Penasihat Undang-Undang
Kementerian Kerja Raya Malaysia
Tingkat 1-14, Kompleks Kerja Raya
Jalan Sultan Salahuddin
50580 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
12. Penasihat Undang-Undang
Kementerian Pengangkutan Malaysia
No. 26, Jalan Tun Hussein, Presint 4
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
13. Penasihat Undang-Undang
Kementerian Komunikasi dan Multimedia Malaysia
Lot 4G9, Persiaran Perdana, Presint 4
Pusat Pentadbiran Kerajaan Persekutuan
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
14. Penasihat Undang-Undang
Kementerian Tenaga Manusia Malaysia
Jabatan Tenaga Manusia
Aras 6, Blok D4, Kompleks D
Pusat Pentadbiran Kerajaan Persekutuan
62530 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

15. Penasihat Undang-Undang
Kementerian Belia dan Sukan Malaysia
No 27, Persiaran Perdana, Presint 4
Pusat Pentadbiran Kerajaan Persekutuan
62570 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
16. Penasihat Undang-Undang
Kementerian Pembangunan Usahawan Malaysia
Blok E4/5, Kompleks Kerajaan Parcel E
Pusat Pentadbiran Kerajaan Persekutuan
62668 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
17. Penasihat Undang-Undang
Kementerian Tenaga, Teknologi, Sains, Perubahan Iklim dan Alam Sekitar Malaysia
Aras 1-7, Blok C4 & C5, Kompleks C
Pusat Pentadbiran Kerajaan Persekutuan
62662, Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
18. Ketua Unit Undang-Undang
Kementerian Industri Utama Malaysia
No. 15, Aras 6-13, Persiaran Perdana, Presint 2
62654 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
19. Penasihat Undang-Undang
Kementerian Perdagangan Antarabangsa dan Industri Malaysia
Menara MITI, No. 7
Jalan Sultan Haji Ahmad Shah
50480 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
20. Penasihat Undang-Undang
Kementerian Perdagangan Dalam Negeri dan Hal Ehwal Pengguna Malaysia
No. 13, Persiaran Perdana, Presint 2,
62623 Putrajaya,
WILAYAH PERSEKUTUAN PUTRAJAYA
21. Penasihat Undang-Undang
Kementerian Air, Tanah dan Sumber Asli Malaysia
Wisma Sumber Asli, No.25 Persiaran Perdana, Presint 4
62574 Putrajaya,
WILAYAH PERSEKUTUAN PUTRAJAYA
22. Penasihat Undang-Undang
Kementerian Wilayah Malaysia
Blok 1 & Blok 2, Menara Seri Wilayah
Presint 2, 62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

23. Penasihat Undang-Undang
Kementerian Pelancongan, Seni dan Budaya Malaysia
No. 2, Menara 1, Jalan P5/6
Presint 5
62200 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
24. Peguam Kanan Persekutuan
Kementerian Luar Negeri Malaysia
Wisma Putra, No 1, Jalan Wisma Putra , Presint 2
62602 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
25. Presiden
Majlis Peguam Malaysia
15, Leboh Pasar Besar
50050 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
26. Pengerusi
Jawatankuasa Peguam Negeri Wilayah Persekutuan Kuala Lumpur
4th Floor, Wisma Hangsam
No. 1 Jalan Hang Lekir
50000 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
27. Pengerusi
Jawatankuasa Peguam Negeri Selangor
No. 41, Jalan Bola Jaring 13/15, Seksyen 13,
4100, Shah Alam
SELANGOR
28. Pengerusi
Jawatankuasa Peguam Negeri Pahang
B-64, Tingkat 1-A, Lorong Tun Ismail 6
25000 Kuantan
PAHANG
29. Pengerusi
Jawatankuasa Negeri Perak
No. 41, Jalan Dato Maharaja Lela
30710, Ipoh
PERAK
30. Pengerusi
Jawatankuasa Peguam Negeri Pulau Pinang
No. 4, Aras 1, Greenhall
10200 Georgetown
PULAU PINANG

31. Pengerusi
Jawatankuasa Peguam Negeri Kedah
No. 54, Jalan Utama 3/1
Kompleks Perniagaan Utama, Jalan Sultanah Sambungan
05350 Alor Setar
KEDAH
32. Pengerusi
Jawatankuasa Peguam Negeri Perlis
Pejabat Badan Peguam Perlis, No.15, Tingkat Atas
01000, Taman Guru Jaya
PERLIS
33. Pengerusi
Jawatankuasa Peguam Negeri Kelantan
No PT 2271, Tanjung Mas, Jalan Pengkalan Chepa
15400 Kota Bharu
KELANTAN
34. Pengerusi
Jawatankuasa Peguam Negeri Terengganu
Bar Room, Aras 5, Kompleks Mahkamah Kuala Terengganu
Jalan Sultan Mohamad
21100 Kuala Terengganu
TERENGGANU
35. Pengerusi
Jawatankuasa Peguam Negeri Melaka
No. 10, Jalan PPPS, Pusat Perniagaan Putra Sentosa
Hang Tuah Jaya
75150 Bukit Baru
MELAKA
36. Pengerusi
Jawatankuasa Peguam Negeri Johor
No.5, Jalan Tun Abdul Razak, Susur 1/1
80000 Johor Bahru
JOHOR
37. Pengerusi
Jawatankuasa Peguam Negeri Sembilan
No 3, Jalan S2 D38, Magistrate's Square
70300 Seremban 2
NEGERI SEMBILAN
38. Pentadbir-Pentadbir Sistem
Sistem e-Kehakiman
PEJABAT KETUA PENDAFTAR MAHKAMAH PERSEKUTUAN MALAYSIA

INFORMATION ABOUT ONLINE CASE MANAGEMENT (e-REVIEW) AT HIGH COURT (COMMERCIAL), KUALA LUMPUR													
What is e-Review	An online forum within the e-Court System which enables judges, judicial officers and legal representatives to conduct case management in any case via exchange of written messages without having to attend court.												
Objective	i) To reduce court appearances (in-person) for case managements at the High Court. ii) To save time and expense of having to attend court in person to deal with preliminary matters.												
Who can use	<p>Legal Representatives [lawyers from legal firms or government agencies who are registered users of e-Filing System (EFS)].</p> <p>Each legal representative must have an EFS login ID and password to login into the EFS to participate in any e-Review session.</p> <p>The legal representative must be authorized by the legal firm or the agency to conduct e-Review for any given case and have the case be assigned to the person's profile in EFS.</p>												
Implementation by Trial Run	<p>Location : High Court (Commercial), Kuala Lumpur</p> <p>Case Type: Case Code 21NCC and 22NCC only</p> <p>Start Date : For all new filings starting 24 December 2018 (until further notice)</p>												
Training for e-Review	<p>Training schedule for lawyers & agency:</p> <table border="1"> <thead> <tr> <th>DATE</th><th>TIME</th></tr> </thead> <tbody> <tr> <td>19 December 2018</td><td>10.00am -12.00pm & 2.30pm – 4.30pm</td></tr> <tr> <td>20 December 2018</td><td>10.00am -12.00pm</td></tr> <tr> <td>7 January 2019</td><td>10.00am -12.00pm & 2.30pm – 4.30pm</td></tr> <tr> <td>8 January 2019</td><td>10.00am -12.00pm</td></tr> <tr> <td>9 January 2019</td><td>10.00am -12.00pm</td></tr> </tbody> </table> <p>Venue : Library, Level 7, KMKL (Repeat sessions, anyone can walk-in for any one of the sessions)</p>	DATE	TIME	19 December 2018	10.00am -12.00pm & 2.30pm – 4.30pm	20 December 2018	10.00am -12.00pm	7 January 2019	10.00am -12.00pm & 2.30pm – 4.30pm	8 January 2019	10.00am -12.00pm	9 January 2019	10.00am -12.00pm
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Conduct of e-Review session	<ul style="list-style-type: none"> i) e-Review is used for parties to virtually update the Court about the status of service, appearance, filing of pleadings, and preparation for trial, by filling up specified forms about list of actions and exchange of messages within the e-Court system. ii) Parties should use language and conduct themselves professionally as they would during an in-person court appearance. iii) Any messages submitted during the e-Review using the login ID of the legal representative is taken to have been submitted by the legal representative and that he or she has actual knowledge of its contents. iv) All messages will be visible to all parties and the Court. v) Undertakings given during e-Review are as binding as if the undertaking were given in person. vi) All messages in the e-Review will be recorded and saved in the e-Court System as Notes of Proceeding. vii) Both parties should participate in the e-review session at any time until end of the day to update the Court of their own case's progress. Mention on behalf for the other party's solicitors is not allowed.
e-Review Workings	<p>The e-Review system works as follows:</p> <ul style="list-style-type: none"> i) Upon registration of a new Writ (Code 22NCC), the system will auto-generate a notice which contains a date for e-Review to Plaintiff, together with an e-form (e-Review-1 Template) listing down queries for Plaintiff to fill in. ii) First e-Review date is scheduled within 2 weeks from the date of filing. iii) For the first e-Review, the Plaintiff needs to complete and submits the e-Review-1 Template. iv) Similar process is repeated until the fourth e-Review session (with different timelines).

	<p><i>(Please refer Appendix-1[e-review Flow Chart] for details).</i></p> <p>v) During the e-Review sessions, the Court will check input by the parties in the e-Review Templates and messages and will give directions accordingly.</p> <p>vi) Parties are advised to login early into the e-Filing System on the e-Review dates to check their messages. This is to ensure all queries from the Court or from the other party, are responded to promptly, to enable the Court to conclude the e-Review session for the day.</p> <p>vii) The Court may (in appropriate case) convert any e-Review session into a case management date for parties to attend in person.</p> <p>This arrangement may be reviewed once everyone is familiar with the workings of this e-Review system.</p>
e-Review User Manual	<p>Parties are advised to check the e-Review User Manual for guidance on setting up of login ID, case assignments and conduct of e-Review.</p> <p>The e-Review User Manual will be available at the e-Filing System and Case Management System on 24 December 2018.</p>

e-Court Division, Federal Court of Malaysia.
13.12.2018.