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

Court Liaison 9/19

18 Nov 2019

To Members of the Penang Bar,

### **Training Session for E-Review, E-Jamin (*tba*) and E-Lelong**

We have been informed by the Office of the Chief Registrar of the Federal Court of Malaysia via a letter dated 14 Oct 2019 that the E-Review module will be extended to all the High Courts and Subordinate Courts in Peninsular Malaysia which currently utilise the Case Management System (CMS) beginning 2 Jan 2020. An extract of the said letter is reproduced below for members' reference.

Further reference is made to Bar Council Circular 225/2019 dated 18 Oct 2019 whereby members are informed that the Training Session for E-Review, E-Jamin (*tba*) and E-Lelong at the Penang Courts will be held as follows:

**Date: 25 Nov 2019 (Mon)**  
**Time: 9:30 am – 11:30 am** (for members of the Bar and government agencies)  
**Venue: Foyer, Level 7, Mahkamah Negeri Pulau Pinang, Bangunan Sri Pinang,  
Jalan Tun Syed Sheh Barakbah, 10200 Penang**

We have been informed by the Director of the Penang Courts, Puan Zaharah Binti Hussain that the Chief Judge of Sabah and Sarawak, YAA Tan Sri Datuk Seri Panglima David Wong Dak Wah will be in attendance during the said Training Session to share His Lordship's insight and experience of utilising E-Review.

We therefore urge members to attend the above Training Session to find out for yourselves how the E-Review, E-Jamin (*tba*) and E-Lelong will be utilised.

Should you have any enquiries, kindly contact Husna binti Dzulkifly at 03-8880 6945 or Yasmin Ellani binti Mohd Najib at 03-8880 4263.

**Lee Guan Tong & Imavathi Subramaniam**  
**Co-Chairpersons**  
**Court Liaison Subcommittee**



Ruj. Tuan :

Ruj. Kami : PKPMP.PKP.100-11/2/18 (4) Jld. 3

Tarikh : 14 Oktober 2019

## SENARAI SEPERTI EDARAN

YBhg. Datuk/Dato'/Datin/Tuan/Puan,

### MAKLUMAN PERLAKSANAAN MODUL E-REVIEW DI MAHKAMAH TINGGI DAN MAHKAMAH RENDAH DI SEMENANJUNG MALAYSIA

Dengan segala hormatnya perkara di atas adalah dirujuk.

2. Sukacita dimaklumkan bahawa YAA Ketua Hakim Negara telah bersetuju agar penggunaan sistem e-Review diperluaskan ke semua Mahkamah Tinggi, Mahkamah Sesyen dan Mahkamah Majistret di seluruh Semenanjung Malaysia yang menggunakan *Case Management System* ("CMS") berkuatkuasa pada 2 Januari 2020.
3. Bersama-sama ini dilampirkan maklumat lanjut berkaitan modul e-Review tersebut sebagai rujukan. Sehubungan ini, kerjasama YBhg Datuk/Dato'/Tuan/Puan adalah dipohon agar memanjangkan maklumat ini kepada para peguam/ pegawai undang-undang yang terlibat.
4. Sukacita juga dimaklumkan bahawa satu taklimat dan latihan penggunaan e-Review akan diadakan pada bulan Oktober dan November 2019. Jadual latihan akan dimaklumkan dalam tempoh yang terdekat.
5. Kerjasama dan perhatian YBhg. Dato'/Datin/Tuan/Puan dalam perkara ini amatlah dihargai.

Sekian, terima kasih.

"BERKHIDMAT UNTUK NEGARA"

Saya yang menjalankan amanah,

(AHMAD TERRIRUDIN BIN MOHD SALLEH)  
Ketua Pendaftar  
Mahkamah Persekutuan Malaysia  
PUTRAJAYA

<b>INFORMATION ABOUT ONLINE CASE MANAGEMENT (e-REVIEW)</b>	
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	<p>i) To reduce court appearances (in-person) for case managements at the High Court.</p> <p>ii) To save time and expense of having to attend court in person to deal with preliminary matters.</p>
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 eReview 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>
Conduct of eReview session	<p>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.</p> <p>ii) Parties should use language and conduct themselves professionally as they would during an in person court appearance.</p> <p>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.</p> <p>iv) All messages will be visible to all parties and the Court.</p> <p>v) Undertakings given during e-Review are as binding as if the undertaking were given in person.</p> <p>vi) All messages in the e-Review will be recorded and saved in the e-Court System as Notes of Proceeding.</p> <p>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.</p>

<p>e-Review Workings</p>	<p>The e-Review system works as follows:</p> <ul style="list-style-type: none"> <li>i) Upon registration of a new Writ, 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.</li> <li>ii) First e-Review date is scheduled within 2 weeks from the date of filing.</li> <li>iii) For the first e-Review, the Plaintiff needs to complete and submits the e-Review-1 Template.</li> <li>iv) Similar process is repeated until the fourth e-Review session (with different timelines).</li> </ul> <p>3</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>vii) The Court may (in appropriate case) convert any e-Review session into a case management date for parties to attend in person.</li> </ul> <p>This arrangement may be reviewed once everyone is familiar with the workings of this e-Review system.</p>
<p>e-Review User Manual</p>	<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</p>



**LATIHAN E-REVIEW,  
DAN  
E-LELONG  
25 NOVEMBER 2019  
MAHKAMAH NEGERI PULAU PINANG**

**TEMPAT**

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**RUANG FOYER ARAS 7  
MAHKAMAH NEGERI PULAU PINANG  
Bangunan Sri Pinang  
Jalan Tun Syed Barakbah  
10200  
PULAU PINANG**

**MASA:  
9.30 PG – 11.30 PG**

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**PEGUAM  
DAN  
AGENSI  
KERAJAAN**

**MASA:  
2.30 PTG – 4.30 PTG**

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**PEGAWAI  
KEHAKIMAN**



**PN. ARDIANA AZURA - 04 2514 464  
PN. AFIQAH - 04 2514 343**