

IN THE SUPREME COURT OF THE REPUBLIC OF SINGAPORE

PRACTICE DIRECTION NO. 8 OF 2000

**THE TECHNOLOGY COURTS
AND THE TECHNOLOGY CHAMBER**

Practice Direction No. 4 of 2000 described the facilities provided in the Technology Courts and set out the procedures to be followed and the fees to be paid for using those facilities. Since the issue of Practice Direction No. 4 of 2000, the Supreme Court has received several requests to extend the use of those facilities, and the video-conferencing facilities at the Technology Chamber, to arbitration at the Singapore International Arbitration Centre and mediation at the Singapore Mediation Centre.

2. To promote the use of technology in dispute resolution, and to facilitate the mediation or arbitration of disputes involving foreign parties or witnesses who are unable to attend proceedings in Singapore, the Supreme Court will extend the use of the facilities at the Technology Courts and the Technology Chamber to all dispute resolution processes conducted under the auspices of the Singapore International Arbitration Centre and the Singapore Mediation Centre. The directions contained in the attached amending pages to *The Supreme Court Practice Directions (1997 Ed.)* set out the procedures to be followed and the fees to be paid for using the facilities provided in the Technology Courts and the Technology Chamber.

3. This practice direction should be included in *The Supreme Court Practice Directions (1997 Ed.)* immediately before the first page of the table of contents. Instructions for effecting the amendments to *The Supreme Court Practice Directions (1997 Ed.)* are contained in the Appendix hereto.

Dated the 11th day of December 2000

CHIAM BOON KENG
REGISTRAR
SUPREME COURT

APPENDIX

Instructions for amendment of *The Supreme Court Practice Directions*

- 1) Pages iii, iiiA, vi and vii should be removed and the attached pages iii, iiiA, vi and vii should be substituted therefor.
- 2) Pages 37 – 40 should be removed and the attached pages 37 – 42 substituted therefor.
- 3) Form 8 of Appendix B (pages 129 – 131) should be removed and the attached Form 8 (pages 129 – 131) substituted therefor.
- 4) Page 132 of Appendix B should be removed and the attached pages 132 – 137 substituted therefor.
- 5) Appendix F (pages 180 – 181) should be removed and the attached Appendix F (pages 180 – 181) substituted therefor.

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PART VII
THE TECHNOLOGY COURTS
AND THE TECHNOLOGY CHAMBER

37. Scope

- (1) The directions contained in paragraphs 37 to 43 shall govern the use of the equipment and processes that have been made available in Court No. 5 (hereinafter referred to in this part as “Technology Court 1”), in Court No. 3 (hereinafter referred to in this part as “Technology Court 2”) and in Chamber No. 4, Third Level, City Hall Building (hereinafter referred to in this part as “Technology Chamber”) for the use of parties and members of the Bar.
- (2) The Technology Courts may, at the discretion of the Registrar, be used for any hearing of any matter, whether before a Judge in open Court or in Chambers, or before the Registrar.
- (3) The Technology Chamber may, at the discretion of the Registrar, be used for any hearing in Chambers, whether before a Judge or the Registrar.
- (4) Subject always to paragraph 43, the Technology Courts and the Technology Chamber may, by prior application, also be used for:
 - (a) arbitration at the Singapore International Arbitration Centre;
 - (b) mediation at the Singapore Mediation Centre; and
 - (c) other dispute resolution processes at the Singapore International Arbitration Centre or the Singapore Mediation Centre.

38. Application to use the Technology Courts or the Technology Chamber

- (1) An application to use the Technology Courts for the hearing of any matter before a Judge or the Registrar must be made by

filing Form 8 of Appendix B with the Civil Section of the Registry at least 14 days before the hearing at which it is to be used.

- (2) An application to use the Technology Chamber for the hearing of any matter before a Judge or the Registrar must be made by filing Form 9 of Appendix B with the Civil Section of the Registry at least 14 days before the hearing or proceedings at which it is to be used.
- (3) An application to use a Technology Court or the Technology Chamber for:
 - (a) arbitration at the Singapore International Arbitration Centre;
 - (b) mediation at the Singapore Mediation Centre; or
 - (c) other dispute resolution processes at the Singapore International Arbitration Centre or the Singapore Mediation Centre

must be made by submitting Form 10 of Appendix B to the Registrar through the Singapore International Arbitration Centre or the Singapore Mediation Centre, as the case may be, at least 14 days before the arbitration, mediation or other dispute resolution proceedings at which it is to be used.

- (4) Solicitors may check the availability of the Technology Courts and the Technology Chamber on the Supreme Court website at www.supcourt.gov.sg.
- (5) The attention of solicitors is drawn to section 62A of the Evidence Act (Cap. 97).

39. Technology Court 1

- (1) The following audio-visual equipment is available for use in Technology Court 1:
 - (a) an audio cassette player which allows the playback of analogue audio cassette tapes;
 - (b) a multi-system VHS video cassette player which allows

- the playback of analogue VHS video cassette tapes; and
- (c) a document camera capable of displaying images of, *inter alia*, ordinary paper documents, 3-dimensional objects, slides, negatives and X-ray films.

The computer or video images can be displayed and video-switched onto the computer monitors and the 70 inch projection screen.

- (2) The audio-visual system of Technology Court 1 is also provided with facilities for connecting one other piece of audio-visual equipment or personal computer to the system and thus allowing the output from such equipment to be broadcast in the courtroom. A telephone point has also been installed at the bar table to facilitate the dial up to the local area networks of the law firms or to local internet service providers. Any person desiring to use audio-visual and computer equipment additional to those provided in the Technology Court 1 will be asked to provide details of such equipment when applying to use the courtroom. The person must also be prepared to have the equipment available for testing with the audio-visual system of Technology Court 1 at least 3 days before the first day fixed for the hearing.
- (3) Equipment has been installed in Technology Court 1 which will allow video-conferencing with local or overseas parties. Such equipment includes 3 ISDN exchange lines with international direct dialing capabilities and which support transmission speeds of 56 to 384 kilobits per second. The supported video-conferencing standards are as follows:
 - (a) proprietary Picture Tel SG3, SG4, PT724, PT716+ ; and
 - (b) common ITU-T H.320, H.320+ and H.263+ video coding and G.722, G.711 or G.728 audio coding.
- (4) The contact numbers of Technology Court 1 are as follows:
 - (a) (65) 334 0467 (ISDN line for video-conferencing); and
 - (b) (65) 334 9582 (for troubleshooting).

40. Technology Court 2

- (1) The following audio-visual equipment is available for use in Technology Court 2:
 - (a) an audio cassette player which allows the playback of analogue audio cassette tapes;
 - (b) a multi-system VHS video cassette player which allows the playback of analogue VHS video cassette tapes;
 - (c) a multi-format disc player which allows the playback of digital video discs, laser discs, video compact discs and audio compact discs;
 - (d) a slide to video converter capable of displaying video images of 35 mm slides; and
 - (e) a document camera capable of displaying images of, *inter alia*, ordinary paper documents, 3-dimensional objects, slides, negatives and X-ray films.

The computer or video images can be displayed and video-switched onto the computer monitors, the plasma display panels and the 100 inch projection screen.

- (2) The audio-visual system of Technology Court 2 is also provided with facilities for connecting other pieces of audio-visual equipment or personal computers to the system and thus allowing the output from such equipment to be broadcast in the courtroom. Telephone points have also been installed at the bar table to facilitate the dial up to the local area networks of the law firms or to local internet service providers. Any person desiring to use audio-visual and computer equipment additional to those provided in the Technology Court 2 will be asked to provide details of such equipment when applying to use the courtroom. The person must also be prepared to have the equipment available for testing with the audio-visual system of Technology Court 2 at least 3 days before the first day fixed for the hearing.

- (3) Equipment has been installed in Technology Court 2 which will allow telephone-conferencing or video-conferencing with local or overseas parties. Such equipment includes 3 ISDN exchange lines with international direct dialing capabilities and which support transmission speeds of 56 to 384 kilobits per second. The supported video-conferencing standards are as follows:
- (a) proprietary Picture Tel SG3, SG4, PT724, PT716+ ; and
 - (b) common ITU-T H.320 (px64), H.261 or H.263 video coding, H.221 channel and G.722, G.711 or G.728 audio coding.
- (4) The contact numbers of Technology Court 2 are as follows:
- (a) (65) 334 7039 (ISDN line for video-conferencing); and
 - (b) (65) 334 2361 (for troubleshooting).
- (5) The following equipment in Technology Court 2 are touch-enabled to allow the video-marking of images displayed on the computer monitors, the plasma display panels and the projection screen:
- (a) the 50 inch plasma display panel behind the witness stand;
 - (b) the tablets and styluses at the counsel's bench and the witness stand; and
 - (c) the computer monitor at the Judge's bench.

An analogue colour video printer is available for the printing of video-markings over analogue video images.

40A. Technology Chamber

- (1) Equipment has been installed in the Technology Chamber which will allow video-conferencing with local or overseas parties. Such equipment includes 3 ISDN exchange lines with international direct dialing capabilities and which support transmission speeds of 56 to 384 kilobits per second, and a 42 inch plasma screen. The supported video-conferencing standards are as follows:

- (a) proprietary Polycom Acoustic Plus 716 audio coding;
and
 - (b) common ITU-T H.320 and H.263+ video coding and
G.711, G.722 or G.728 audio coding.
- (2) The contact numbers of the Technology Chamber are as follows:
 - (a) (65) 339 2730 (ISDN line for video-conferencing); and
 - (b) (65) 332 4258 (for troubleshooting).

41. Audio recordings and transcripts of proceedings

As with proceedings in all other courtrooms in the Supreme Court, parties who use the Technology Courts may request for mechanical recordings of submissions and evidence. Transcripts of the audio recordings in paper form or “soft” copies thereof on 1.44 MB 3½" diskettes in Microsoft Word for Windows, Version 6.0, format are also available. The directions set out in paragraph 81 shall govern the request for such transcripts while Appendix E prescribes the fees payable for such services.

42. Fees

The fees for the use of the Technology Courts and the Technology Chamber are set out in Appendix F.

43. Provision of services

The Registrar may refuse any request for the use of any of the services described in this part at any time owing to the unavailability of staff or equipment or for any other reason. The Registrar need not give any reasons for his refusal of such a request.

(The next page is page 52A)

Para. 38 (1)

APPLICATION TO USE
THE TECHNOLOGY COURTS

(No. issued for cause or matter)

(Title as in cause or matter).

The Registrar.

An application is hereby made by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to use the facilities of Technology Court ____ in the manner and for the purposes as indicated below for the following hearing before the Judge (or Registrar) in open Court (or Chambers):

- (a) Dates fixed for hearing: (For hearings lasting more than 1 day, all the dates allotted to the hearing should be indicated).
- (b) Nature of hearing: (e.g., the trial of the action in the captioned suit/the assessment of damages under NA No. x of 2000/the hearing of the captioned originating summons, motion or petition/the taxation of Bill of Costs No. y of 2000/or as the case may be).
- (c) Nature of claim: (e.g., contract – provision of goods and services/tort – negligence in industrial accident resulting in personal injuries and loss/intellectual property – infringement of trademark/or as the case may be).
- (d) Parties involved in the hearing:
 - (i) (The 1st, 2nd and 3rd defendants).
 - (ii) (The 2nd third party).
 (or as the case may be).
- (e) Names and contact details of law firms and solicitors representing the parties involved in the hearing:

- (f) Number of days of the hearing on which it is desired to use the Technology Court:
- (g) Day(s) of the hearing and corresponding dates on which it is desired to use a Technology Court: [e.g., the 1st (dd/mm/yy), 3rd (dd/mm/yy) and 7th day of the hearing (dd/mm/yy)].

The applicant wishes to use such of the facilities of Technology Court ____ on the following days of the hearing as have been indicated below by placing a "X" in the appropriate row.

	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Total No. of days on which equipment is to be used
1. Audio-visual system				
(a) Audio cassette player				
(b) Video cassette player				
(c) Document camera				
(d) Multi-format disc player (Available only in Tech Ct 2)				
(e) Slide to video converter (Available only in Tech Ct 2)				
(f) Other audio-visual or computer equipment as follows: (i) (ii) (iii) which are to be connected to the Technology Court's audio-visual system				

	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Total No. of days on which equipment is to be used
2. Video-conferencing system				
(a) Video-conferencing (State with which country and which state for each day)				
3. Video marker system <i>(Available only in Tech Ct 2)</i>				
(a) Video marker				
(b) Video printer				

An Undertaking is hereby given by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to pay the fees prescribed in Appendix F of *The Supreme Court Practice Directions (1997 Ed.)* for the facilities and purposes indicated above.

An Undertaking is hereby given by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to pay for any damage caused to the equipment, furniture and fittings of the Technology Court by (the name of the party), or the solicitors therefor, if any, during or in connection with the hearing in respect of which this application is made.

Dated the day of , 20 .

*[The (or the solicitors for the) plaintiff
or the defendant or as the case may be].*

Para. 38 (2)

APPLICATION TO USE THE TECHNOLOGY CHAMBER

(No. issued for cause or matter)

(Title as in cause or matter).

The Registrar.

An application is hereby made by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to use the facilities of the Technology Chamber in the manner and for the purposes as indicated below for the following hearing before the Judge (or Registrar) in Chambers:

- (a) Dates fixed for hearing: (For hearings lasting more than 1 day, all the dates allotted to the hearing should be indicated).
- (d) Nature of hearing: (e.g., the assessment of damages under NA No. x of 2000/the hearing of the captioned originating summons/the taxation of Bill of Costs No. y of 2000/or as the case may be).
- (e) Nature of claim: (e.g., contract – provision of goods and services/tort – negligence in industrial accident resulting in personal injuries and loss/intellectual property – infringement of trademark/or as the case may be).
- (d) Parties involved in the hearing:
 - (i) (The 1st, 2nd and 3rd defendants).
 - (ii) (The 2nd third party).
 (or as the case may be).
- (e) Names and contact details of law firms and solicitors representing the parties involved in the hearing:
- (f) Number of days of the hearing on which it is desired to use the Technology Chamber:

- (g) Day(s) of the hearing and corresponding dates on which it is desired to use the Technology Chamber: [e.g., the 1st (dd/mm/yy), 3rd (dd/mm/yy) and 7th day of the hearing (dd/mm/yy)].

The applicant wishes to use the video-conferencing system of the Technology Chamber in the manner indicated below:

	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Day ____ (dd/mm/yy)	Total No. of days on which equipment is to be used
Video-conferencing system				
(State with which country and which state for each day)				

An Undertaking is hereby given by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to pay the fees prescribed in Appendix F of *The Supreme Court Practice Directions (1997 Ed.)* for the facilities and purposes indicated above.

An Undertaking is hereby given by {the name of the party [or the solicitors for (the name of the party)]}, being the [(solicitors for the) plaintiff or defendant or as the case may be], to pay for any damage caused to the equipment, furniture and fittings of the Technology Chamber by (the name of the party), or the solicitors therefor, if any, during or in connection with the hearing in respect of which this application is made.

Dated the day of , 20 .

*[The (or the solicitors for the) plaintiff
or the defendant or as the case may be].*

Para. 38 (3)

APPLICATION TO USE
A TECHNOLOGY COURT OR CHAMBER
FOR ALTERNATIVE DISPUTE RESOLUTION

(No. issued by Singapore International Arbitration Centre
or Singapore Mediation Centre to identify case)

(No. issued for cause or matter, if there are pending court proceedings)

The Registrar

Through: The Registrar, Singapore International Arbitration Centre / The Executive
Director, Singapore Mediation Centre*

An application is hereby made by {the name of the party [or the solicitors
for (the name of the party)]}, being the [(solicitors for the) plaintiff/claimant* or
defendant/respondent* or as the case may be] in this matter, to use the facilities of
Technology Court ____ / the Technology Chamber* in the manner and for the purposes
as indicated below:

- (a) Date(s) on which the facilities are required:
- (b) Nature of proceedings: (e.g., arbitration at the Singapore
International Arbitration Centre/mediation at the Singapore
Mediation Centre/or as the case may be).
- (c) Parties involved in the matter: (State names of all parties,
including the applicant).
- (d) Names and contact details of law firms and solicitors representing
each party involved in the matter: (e.g., The particulars of the
solicitors for (name of party) are: ...).

The applicant wishes to use such of the facilities of Technology Court
____ / the Technology Chamber* on the following date(s) as have been indicated below
by placing a “X” in the appropriate row.

	Date (dd/mm/yy)	Date (dd/mm/yy)	Date (dd/mm/yy)	Total No. of days on which equipment is to be used
1. Audio-visual system				
(a) Audio cassette player				
(b) Video cassette player				
(c) Document camera				
(d) Multi-format disc player <i>(Available only in Tech Ct 2)</i>				
(e) Slide to video converter <i>(Available only in Tech Ct 2)</i>				
(f) Other audio-visual or computer equipment as follows: (i) (ii) (iii) which are to be connected to the Technology Court's audio-visual system				
2. Video-conferencing system				
(a) Video-conferencing (State with which country and which state for each day)				
3. Video marker system <i>(Available only in Tech Ct 2)</i>				
(a) Video marker				
(b) Video printer				

An Undertaking is hereby given by (the name of the applicant) to pay the fees prescribed in Appendix F of *The Supreme Court Practice Directions (1997 Ed.)* for the facilities and purposes indicated above.

An Undertaking is hereby given by (the name of the applicant) to pay for any damage caused to the equipment, furniture and fittings of the Technology Court / Chamber* by (the name of the party), or the solicitors therefor, if any, during or in connection with the hearing in respect of which this application is made.

Dated the day of , 20 .

[The (or the solicitors for the) plaintiff/claimant
or the defendant/respondent* or as the case may be].*

* Please delete as appropriate

Forms 11 – 14 [*Deleted*]

(The next page is page 144A)

APPENDIX F

Para. 42.

FEES FOR USE OF THE TECHNOLOGY COURTS AND THE TECHNOLOGY CHAMBER

<i>No.</i>	<i>Items.</i>	<i>Fees.</i> \$	<i>Point of time at which fee must be paid.</i>	<i>Document on which the stamp is to be affixed.</i>
1.	For each day or part thereof in respect of a particular hearing or matter in which a Technology Court is used.	200	On filing Form 8 or Form 10 of Appendix B, save that the Registrar may allow a refund for the fees paid in respect of days on which the Technology Court was not used.	Form 8 or Form 10 of Appendix B.
2.	For each day or part thereof in respect of a particular hearing or matter in which the video-conferencing equipment installed in a Technology Court is used.	1,500	On filing Form 8 or Form 10 of Appendix B, save that the Registrar may allow a refund for the fees paid in respect of days on which the video-conferencing equipment was not used. Where video-conferencing is used for more days than is stated in Form 8 or Form 10 of Appendix B, on receiving a letter from the Registry stating the number of days or part thereof additional to those stated in Form 8 or Form 10 on which the video-conferencing equipment was used.	Form 8 or Form 10 of Appendix B. Praecipe.