

**Singapore International Commercial Court Practice Directions**  
**(Amendment No. 1 of 2017)**

**36. Provision of deposit upon commencement of case (including appeals)**

*Writs and Originating Summonses*

(1) An initial deposit of S\$ 8,000 shall be furnished by the plaintiff upon the commencement of a writ action in the Court. A deposit of S\$ 8,000 shall be furnished by the plaintiff upon commencement of an originating summons in the Court. Payment of the deposit shall be in Singapore Dollars (SGD) and not in any other currency. For the avoidance of doubt, the plaintiff is not required to furnish a deposit when applying, by way of an *ex parte* originating summons, for a pre-action certificate under Order 110, Rule 41 of the Rules of Court.

(2) The deposit shall be furnished by direct interbank payment or telegraphic transfer into the Court's nominated account, which details are as follows:

- |                     |   |
|---------------------|---|
| (a) Bank:           | United Overseas Bank                                  |
| (b) Branch:         | Coleman   |
| (c) Account number: | 302-311-987-9   |
| (d) Account name:   | Registrar Supreme Court/AG                            |
| (e) Swift code:     | UOVBSGSG  |
| (f) Bank address:   | 1 Coleman Street #01-14 & #B1-19, Singapore<br>179803 |

(3) Once the requisite fees or deposits have been received in the nominated account and have been cleared, the prescribed amount that is payable upon the commencement of a case shall be deducted by the SICC Registry and the case shall be entered into the Court cause book and a case number issued. The originating process shall thereafter be returned to the plaintiff.

(4) The defendant shall furnish a deposit (into the Court's nominated account) of:

- (a) S\$ 8,000 upon the entry of appearance to proceedings commenced by a writ of summons; or
- (b) when directed by the Registrar to do so,

whichever is the earlier.

(5) Parties who are subsequently joined to the proceedings (including those being joined as an additional plaintiff or defendant, or a third or subsequent party) shall furnish a deposit (into the Court's nominated account) of:

- (a) S\$ 8,000 upon the entry of appearance in proceedings commenced by a writ of summons; or
- (b) when directed by the Registrar to do so,

whichever is the earlier.

(5A) Where a case is transferred to the Court, and the High Court, when ordering the transfer of the case, directs the parties to pay the court fees and hearing fees payable in the Court, each party shall furnish an initial deposit (into the Court's nominated account) of \$8,000 within 14 days after the High Court directs the parties to pay the court fees and hearing fees payable in the Court.

#### *Appeals to the Court of Appeal*

(6) An initial deposit of S\$ 20,000 shall be furnished by the appellant upon the filing of an appeal from the Court. The respondent shall not be required to furnish any deposit for the appeal.

(6A) Where the respondent files an application to the Court of Appeal, the respondent shall furnish a deposit (into the Court's nominated account) of \$12,000 upon the filing of any such application.

#### *Power of Registrar to refuse to administer proceedings*

(7) Pursuant to Order 110, Rule 50 of the Rules of Court, the Registrar may refuse to administer proceedings in the Court or in an appeal from the Court, whether in respect of the proceedings entirely or in respect of the party in default, if any fee or deposit payable for the proceedings is not paid.

**37. Maintenance of deposit**

(1) The SICC Registry will make available via the Electronic Filing Service a statement of the deposit standing to the credit of each party. Notwithstanding Order 110, Rule 49(4) of the Rules of Court, each party shall be responsible for ensuring that it maintains the following minimum credits standing in its deposit:

- (a) For proceedings commenced by a writ of summons, each party shall maintain a credit of at least S\$ 3,000;
- (b) For proceedings commenced by originating summons, the plaintiff shall maintain a credit of at least S\$ 3,000; and
- (c) For appeals to the Court of Appeal from the Court, the appellant, and any respondent required to furnish a deposit under paragraph 36(6A) of these Practice Directions, shall maintain a credit of at least S\$3,000.

Each party shall, on its own accord without demand, furnish such amounts as may be required to maintain its deposit at or above the stipulated amounts.

(2) From time to time, the SICC Registry may make a written request to a party requiring that it fortifies its deposit. A party thus notified shall ensure that it furnishes, within 14 calendar days of the date of the request, such additional amounts as may be required to ensure that its deposit is at or above the amount stipulated in the request.

(3) In the event that the deposit falls below the amount stipulated in sub-paragraph (1) or where the deposit has not been fortified after the issuance of a written request pursuant to sub-paragraph (2), the Registrar may, pursuant to Order 110, Rule 50 of the Rules of Court, refuse to administer or continue administering proceedings in the Court or in an appeal from the Court with respect to the party in default. Notwithstanding the foregoing, the party that is not in default may take steps to advance its case against the defaulting party. Pursuant to Order 110, Rule 50 of the Rules of Court, any party may pay to the Registrar any unpaid fee or deposit, and upon the full payment of all fees and deposits, the Registrar must administer or continue to administer the proceedings.

**60. Fees**

(1) Pursuant to Order 110, Rule 47(4) of the Rules of Court, the fees for the use of the teleconference, video conference and audio-visual facilities in the courtroom or in Chambers, and the MIT facilities are set out in Appendix D of these Practice Directions.

(2) The Registrar may refund any fee or part thereof paid in respect of any day on which the teleconference, video conference and audio-visual facilities in the courtroom or in Chambers, and the MIT facilities was not used provided that:

- (a) such request for refund must be made within 3 calendar months after the last scheduled day of use of the said teleconference, video conference and audio-visual facilities in the courtroom or in Chambers and/or the MIT facilities stated in Form 7; and
- (b) the fees payable for the first scheduled day of use of the said teleconference, video conference and audio-visual facilities in the courtroom or in Chambers and/or the MIT facilities stated in Form 7 shall not be refunded if notice of cancellation for any scheduled day of use or part thereof is given less than 7 calendar days before the first scheduled day of use.

## 76. Preparation for the first Case Management Conference

(1) Prior to the first Case Management Conference, counsel for all parties should take instructions from their clients on their intention and willingness to proceed with mediation or any other form of ADR. If parties are willing to proceed with mediation or any other form of ADR, counsel should consider whether consequential directions are required.

(2) Counsel for all parties should also confer, and where possible, reach a consensus on the conduct of the case. The matters which should be discussed include the matters set out in the Proposed Case Management Plan (see paragraph **Error! Reference source not found.** of these Practice Directions), but are not limited to:

(aa) whether parties agree that the case should proceed on an expedited basis, and if so, the timelines which parties have discussed and agreed upon;

(aaa) whether a summary of pleadings or a memorial-style brief (which may include a summary of pleadings, the salient points of evidence and the applicable law) will assist the Court, and if so, how best to present the information to assist the Court;

(a) whether parties wish to apply under Order 110, Rule 23 of the Rules of Court to disapply any rule of evidence found in Singapore, whether under the Evidence Act (Cap. 97) or elsewhere, and to substitute other rules of evidence;

(b) whether there are any questions of foreign law, and if so, whether parties wish to apply under Order 110, Rule 25 of the Rules of Court for any question of foreign law to be determined on the basis of submissions instead of proof;

(c) whether parties wish to apply for any confidentiality orders under Order 110, Rule 30 of the Rules of Court;

(d) whether the cause or matter should be heard by one trial Judge or three trial Judges;

(e) the timelines for the production of documents;

(f) the number of witnesses of fact and expert witnesses for each party;

(g) whether experts are necessary in view of the issues in the case, and if so:

- (i) the respective fields of the expert witnesses;
- (ii) whether parties can agree on a single Court expert;
- (iii) if it is not possible for parties to agree on a single Court expert, whether the parties have any objections to any other parties' individual expert witnesses and if so, the grounds on which they are objecting to the other parties' experts;
- (iv) when the parties' respective experts can meet to discuss and narrow the issues for trial;
- (v) whether expert witnesses should be examined concurrently as a panel;
- (h) the expected length of the trial; and
- (i) the expected period during which trial may be fixed.

(3) Parties should prepare and furnish to the SICCC Registry, at least 7 working days before the first Case Management Conference unless otherwise directed by the Court:

- (a) a Case Management Bundle (see paragraph **Error! Reference source not found.** below);
- (b) a Case Memorandum (see paragraph 79 below);
- (c) a List of Issues (where possible, a joint list of issues) (see paragraph 80 below); and
- (d) a Proposed Case Management Plan (see paragraph 81 below).

## 82. Compliance with directions made at Case Management Conferences

(1) It is the responsibility of the parties and their counsel to comply with any directions given by the Judge at a Case Management Conference. This includes complying with any directions or timelines set out in the Proposed Case Management Plan that has been approved by the Judge.

(2) In the event that parties are unable to comply with any directions or timelines, it is the duty of parties to inform the Court of the same as soon as practicable. Parties may request that a Case Management Conference be fixed for the purposes of obtaining further directions from the Judge in respect of the management of the cause or matter.

(3) The Registrar may, at any time, require an update on the progress of the cause or matter and give further directions as he deems fit. Unless otherwise directed by the Registrar, such updates and directions shall be by way of correspondence.

### *Failure to comply with ~~C~~ase ~~M~~anagement ~~D~~irections*

(4) Where a party fails to comply with any directions (including any timelines directed) by the Court, the other party may make an application to Court to:

- (a) direct the non-complying party to comply;
- (b) impose costs or other sanctions for the non-compliance; and/or
- (c) seek directions on the further conduct of the cause or matter.

(5) The application referred to in sub-paragraph (4) should be brought without delay. However, prior to making the said application, the applying party should inform the non-complying party of its intention to do so.

### *Variation or amendment of case management directions*

(5A) Where all parties to the proceedings agree, any party may apply for an order to vary or amend any direction or timeline. The application shall be made by way of a letter to the Registrar, stating the reason for the application and exhibiting a draft consent order signed by all parties or their counsel. The application shall be made as soon as practicable. The Court may:

- (a) make the order proposed by the parties;

- (b) direct that the parties attend a further Case Management Conference; and/or
- (c) give any other directions on the further conduct of the cause or matter.

*Where non-compliance with directions may have an impact on trial dates*

(6) Parties are reminded that once trial dates have been fixed, the postponement or vacation of such dates will be a measure of last resort. Where there has been any non-compliance with directions (including any directions on timelines) from the Court which may lead to a postponement or vacation of trial dates, the Court shall have the discretion to exercise its powers in a manner which will enable a cause or matter to proceed to trial within the period previously fixed, including but not limited to:

- (a) directing parties to comply with expedited or contracted timelines;
- (b) directing trial to proceed on one or more issues which can be made ready for trial, and for remaining issues to be determined at a later tranche of the trial; and/or
- (c) imposing costs or other sanctions for non-compliance with any directions given by the Court.

(7) Where the postponement or vacation of trial dates cannot be avoided, the Court may fix new trial dates at the earliest available dates and give expedited timelines to enable the cause or matter to proceed to trial.



## 120. Examination and Cross-Examination of Witnesses

### *General*

(1) The examination, cross-examination, and re-examination of all witnesses shall be subject to the time limits set out in any previously directed timetable at the Case Management Conference or at the Pre-trial Review, or any other time limit as the trial Judge may allow. Counsel are expected to stay within those time limits.

### *Witnesses of fact*

(2) Where a witness of fact has already deposed to an affidavit of evidence-in-chief, the examination of that witness should be confined to confirming the truth of that affidavit, correcting or clarifying any typographical or clerical errors in that affidavit, and where the Court has granted leave in accordance with paragraph 111(3) of these Practice Directions, clarifying or supplementing his evidence with oral testimony.

(3) Upon completion of evidence-in-chief, the witness will then be cross-examined. Where a witness is cross-examined by more than one party, the Court shall determine the order in which the other parties cross-examine the witnesses. Counsel are expected to comply with the rules of evidence found in Singapore law, whether under the Evidence Act (Cap. 97) or elsewhere, or other applicable evidential rules if ~~the Evidence Act~~ any rule of evidence found in Singapore law has been disapplied pursuant to an order under Order 110, Rule 23 of the Rules of Court. Counsel are also expected to comply with all relevant ethical codes in the conduct of the cross-examination.

(4) Unless expressly allowed by the Court, once the witness commences cross-examination, the witness shall not be permitted to discuss his evidence with anyone, including any counsel, until that witness is released from his oath after re-examination.

(5) Upon completion of cross-examination(s), the witness shall be re-examined by the party who called the witness.

(6) The Court may, at any time, ask the witness questions. Where the questions elicit answers which parties have not previously dealt with, the Court shall allow parties a reasonable opportunity to direct questions to that witness on the answers given.

(7) The Court may, where appropriate, direct that cross-examination and re-examination be conducted on an issue by issue basis. The witness will be cross-

examined and re-examined on the first issue, then cross-examined and re-examined on the second issue, and so on.

## APPENDIX B

### Form 7

Paras 58(1), 59(1) & (2)

**Request to use Teleconference, Video Conference and Audio-Visual Facilities /  
Request to use Mobile Infocomm Technology Facilities (MIT facilities)**

**REQUEST TO USE TELECONFERENCE, VIDEO CONFERENCE AND AUDIO-  
VISUAL FACILITIES / MOBILE INFOCOMM TECHNOLOGY FACILITIES (MIT  
FACILITIES)**

Date:

To: The Registrar  
Supreme Court  
1 Supreme Court Lane  
Singapore 178879  
(Attn: SICC Registry)

### **Part I**

Application by : ☐ Law Firm/Registered Foreign Lawyer  
☐ Individual (Unrepresented)

Name of applicant/law firm : \_\_\_\_\_

Name of lawyer/secretary-in-charge  
of matter : \_\_\_\_\_

Registered Foreign Lawyer No  
(if applicable) : \_\_\_\_\_

Address : \_\_\_\_\_

E-mail address : \_\_\_\_\_

Telephone and mobile numbers : \_\_\_\_\_

Case number : \_\_\_\_\_

Name of Parties : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date(s) of hearing : From \_\_\_\_\_ to \_\_\_\_\_

## **PART II**

Application for the use of: ☐ Teleconference, video conference and audio-visual facilities

☐ MIT Facilities

(A) Date(s) and time when use of teleconference, video conference and audio-visual facilities is required:

Dates of scheduled use:

Total No. of days:

Start date and time (1<sup>st</sup> scheduled day of use):

End date and time (last scheduled day of use):

<u>Facility (tick box)</u>		<u>Date(s)</u>	<u>Time</u> <u>(state from</u> <u>_____ to</u> <u>_____)</u>
<b><u>1. Audio-visual equipment</u></b>			
<u>(a) Projector Screen</u>			
<u>(b) Sound system (speakers and microphones)</u>			
<u>(c) Visualiser</u>			
<u>(d) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM, DVD-R)</u>			
<b><u>2. Video-conferencing and teleconferencing system</u></b> <u>(State the country, state and city)<sup>+</sup></u>			

(B) Date(s) and time when use of MIT facilities are required:

Dates of scheduled use:

Total No. of days:

Start date and time (1<sup>st</sup> scheduled day of use):

End date and time (last scheduled day of use):

<u>Facility (Tick box)</u>	<u>Date(s)</u>	<u>Time</u> <u>(state from</u> <u>to )</u>
<b><u>1. Interactive Display Board with HD display<sup>+</sup></u></b>		
<u>(a) 65" HD touch-screen display</u>		
<u>(b) Internet access via browser</u>		
<u>(c) Recording of voices and actions (e.g., annotations on image or on google maps)</u>		
<u>(d) Multi-format disc player (which allows the playback of DVD-audio, DVD-video, DVD-RAM, DVD-R, CD, CD-R/RW and SVCD media)</u>		
<b><u>2. Audio Visual Cart with projector<sup>+</sup></u></b>		
<u>(a) Projector</u>		
<u>(b) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM and DVD-R)</u>		
<u>(c) Portable 90 or 100 inch tripod screen</u>		
<b><u>3. Video conferencing Mobile Cart<sup>+</sup></u></b>		
<u>(a) Single 65" Multimedia Display</u>		
<u>(b) Polycom videoconferencing system</u>		
<b><u>4. Other Audio Visual Equipment</u></b>		
<u>(a) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM, DVD-R)</u>		
<u>(b) Portable visualiser</u>		

<u>(c) Others (please list): *</u>			
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\* Subject to availability of such equipment

+ Fees apply

We undertake to pay all prescribed fees and to compensate the Supreme Court for all damage caused to the equipment, furniture or fittings in connection with the hearing.

*[The Plaintiff/Defendant or the Counsel for the Plaintiff/Defendant as the case may be]*

**Form 7**

Paras 58(1), 59(1) & (2)

**~~Request to use Teleconference, Video Conference and Audio-Visual Facilities /  
Request to use Mobile Infocomm Technology Facilities (MIT Facilities)~~**

**~~REQUEST TO USE TELECONFERENCE, VIDEO CONFERENCE AND AUDIO-  
VISUAL FACILITIES / MOBILE INFOCOMM TECHNOLOGY FACILITIES (MIT  
FACILITIES)~~**

Date:

~~To: The Registrar  
Supreme Court  
1 Supreme Court Lane  
Singapore 178879  
(Attn: SICC Registry)~~

**Part I**

Application by \_\_\_\_\_ : ☐ Law Firm/Registered Foreign Lawyer  
\_\_\_\_\_ ☐ Individual (Unrepresented)

Name of applicant/law firm \_\_\_\_\_ : \_\_\_\_\_

Name of lawyer/secretary in-charge  
of matter \_\_\_\_\_ : \_\_\_\_\_

Registered Foreign Lawyer No  
(if applicable) \_\_\_\_\_ : \_\_\_\_\_

Address \_\_\_\_\_ : \_\_\_\_\_

E-mail address \_\_\_\_\_ : \_\_\_\_\_

Telephone and mobile numbers \_\_\_\_\_ : \_\_\_\_\_

Case number \_\_\_\_\_ : \_\_\_\_\_

Name of Parties \_\_\_\_\_ : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

~~Date(s) of hearing \_\_\_\_\_ : From \_\_\_\_\_ to \_\_\_\_\_~~

**PART II**

~~Application for the use of: ☐ Teleconference, video conference and audio-visual facilities~~  
~~☐ MIT Facilities~~

~~(a) Date(s) and time when use of teleconference, video conference and audio-visual facilities is required:~~

<b>Facility (tick-box)</b>		<b>Date(s)</b>	<b>Time</b> (state from _____ to _____)
<b>1. Audio-visual system</b>			
(a) Multi-system S-VHS video cassette player			
(b) Multi-format disc player			
(c) Document camera			
(d) Personal computer with dual screen for EFS hearing			
(e) Audio cassette player <i>(Subject to availability)</i>			
(f) Wired clip-on lavalier microphone for lead counsel <i>(Subject to availability)</i>			
(g) Other audio-visual or computer equipment as follows:  (i) (ii) (iii)  which are to be connected to the Technology Court's audio-visual system			
<b>2. Video-conferencing system (State the country, state and city)</b>			
<b>3. Other equipment (a) Colour video printer</b>			



(b) ~~Date(s) and time when use of MIT facilities are required:~~

Facility (Tick box)		Date(s)	Time (state from _____ to _____)
<b>1. Interactive Display Board with HD display</b>			
<del>(a) 65" HD touch-screen display</del>			
<del>(b) Internet access via browser</del>			
<del>(c) Recording of voices and actions (e.g., annotations on image or on google maps)</del>			
<del>(d) Multi-format disc player (which allows the playback of DVD audio, DVD video, DVD-RAM, DVD-R, CD, CD-R/RW and SVCD media)</del>			
<b>2. Audio-visual Cart with display</b>			
<del>(a) 43" plasma display</del>			
<del>(b) Multi-system S-VHS video cassette player (which allows playback of analogue S-VHS video cassette tapes)</del>			
<del>(c) Multi-format disc player (which allows the playback of DVD audio, DVD video, DVD-RAM, DVD-R, CD, CD-R/RW and SVCD media)</del>			
<b>3. Audio-visual Cart with projector</b>			
<del>(a) XGA 2500 ANSI Lumens projector</del>			
<del>(b) Multi-system S-VHS video cassette player (which allows the playback of analogue S-VHS video cassette tapes)</del>			
<del>(c) Multi-format disc player (which allows the playback of DVD Audio, DVD Video, DVD-RAM, DVD-R, CD, CDR/ RW and SVCD media)</del>			
<del>(d) Portable 90 or 100 inch tripod screen</del>			
<b>4. Video conferencing Mobile Cart*</b>			
<del>(a) single 34" Multimedia Display</del>			
<del>(b) Polycom VSX 7000 videoconferencing system</del>			
<b>5. Other Audio-Visual Equipment</b>			
<del>(a) Projector system</del>			
<del>(b) Audio cassette player</del>			

Facility (Tick box)		Date(s)	Time (state from _____ to _____)
(e) Document camera capable of displaying images of, <i>inter alia</i> , ordinary paper documents, 3-dimensional objects, slides, negatives and X-ray films			

~~\* Note: Items marked with an “\*” are applicable only for hearing in chambers.~~

~~We undertake to pay all prescribed fees and to compensate the Supreme Court for all damage caused to the equipment, furniture or fittings in connection with the hearing.~~

\_\_\_\_\_  
 [The Plaintiff/Defendant or the Counsel for the  
 Plaintiff/Defendant as the case may be]

## Form 10

Para 81(1)

### Proposed Case Management Plan

[Title as in cause or matter]

#### [PLAINTIFF'S/DEFENDANT'S] PROPOSED CASE MANAGEMENT PLAN

The [Plaintiff/Defendant] hereby sets out his/her proposed Case Management Plan for the conduct of [case number] as follows:

[To state response in **bold** immediately after every question]

#### List of Factual, Legal & Technical Issues

1. Have you discussed the factual, legal and technical issues with opposing counsel?
  - a. If yes, please categorise the issues according to “Agreed Factual/Legal/Technical Issues” and consolidate the issues into a document entitled “List of Issues” for discussion at the Case Management Conference (“CMC”). Please also see Q2 below.
  - b. If not, please take the necessary steps to meet and confer with opposing counsel on parties’ respective lists of issues with the objective of preparing a list of factual, legal and technical issues. This should take place before the CMC. Please also see Q2 below.
2. Have you furnished a “List of Issues” to the SICC Registry at least 7 clear working days prior to the first CMC?

#### Pleadings

3. Do you intend to amend any pleadings or make a request for particulars? If yes, please state briefly:
  - a. What amendments will be made to the pleadings and when can the draft amendment(s) be furnished to the other parties?
  - b. What requests for particulars will be made and when can the request for particulars be served on the other parties?

3A. Are the pleadings complex or voluminous? If yes, please state:

- a. Whether a summary of pleadings with appropriate cross-references to the relevant paragraphs in the pleadings, or alternatively, a memorial-style brief, which may include a summary of the pleadings, the salient points of evidence and the applicable law, will assist the Court.

**b. What directions in relation to form, contents and page limit, if any, are being sought from the Court.**

4. Are there any outstanding requests for particulars? If yes, please provide brief details of the outstanding requests and when a response can be expected.

**Interlocutory Applications**

5. Do you intend to make any applications between now and 4 weeks after the date of the CMC? If yes, what are the intended interlocutory applications and when can they be filed?
6. Have you informed your opposing counsel about your intended interlocutory applications? If yes, what was opposing counsel's response?

**Production of Documents**

If parties have not completed providing to the Court and all parties documents on which each party relies pursuant to Order 110 rule 14(1):

7. When can you expect to provide to Court and to all parties documents on which you rely?

If parties have complied with Order 110 rule 14(1):

8. Do you expect to serve a request to produce pursuant to Order 110 r 15(1) and if so, when will you serve the request to produce and how much time do you expect the opposing party will require to produce the documents?
9. Have you been served with a request to produce? If so, are you objecting to the request to produce? If you are objecting, when can you serve the notice of objection? If not, when can you produce the documents?
10. Have you been served with a notice of objection pursuant to Order 110 r 16(1)? If so, when will you be filing the application to the Court for documents to be produced?

**Witnesses**

Factual Witnesses

11. How many witnesses of fact do you propose to call to give evidence at trial? Please state the name of each witness and briefly describe the facts to which the witness will attest to.
12. Will an interpreter be required for any of the witnesses listed in Q11 above? If yes, please state which language the witness will be giving evidence in. You are reminded to make the necessary arrangements for interpreters at trial.
13. If you are unable to give the name of any of the witnesses, please explain why.

Experts

14. Do you wish to adduce expert evidence at the trial? If yes:
  - a. Are parties able to agree on having a single Court expert to give expert evidence?
  - b. If your answer to Q14a. is in the negative, how many expert witnesses do you propose to rely on at trial?
  - c. Please give the names of each expert and identify the expert's field of expertise.
  - d. If you are unable to give the expert's/experts' names, please explain why.

- e. Please state whether the parties have any objections to any other parties' individual expert witnesses and if so, the grounds on which the objections are being made.
15. Has the expert(s) named in Q14 above prepared a report?
- a. If yes, has that report been served on the other party/parties?
  - b. If not, when can the expert's/experts' reports be served on the other party/parties?
16. When will your expert(s) named in Q14 above be available for a meeting of the experts? Please confer with opposing counsel to propose a range of dates for the meeting of the experts and/or joint inspection.
17. Is this a suitable case for a joint expert, amicus curiae and/or assessor to be appointed for any particular issue/field?
- a. If yes, please state name(s) of the joint expert(s), amicus curiae and/or assessor(s) whom parties propose to use and attach their curriculum vitae.
  - b. If not, please explain.
18. Is this a suitable case to employ the concurrent evidence procedure at the trial? Please explain why.

#### Factual and Expert Witnesses – Video Link

19. Will any of the factual or expert witnesses be required to give evidence via video link? If yes, please state the names of the witness(es) who will be giving evidence via video link and when you propose to take out the relevant application for evidence to be given in such a manner.

#### **Evidence**

20. Do you intend to make an application to disapply any rule of evidence found in Singapore, whether under the Evidence Act (Cap 97) or elsewhere and to substitute other rules of evidence?

#### **Questions of Foreign Law**

21. Are there any questions of foreign law involved in the case?
22. If so, do you intend to make an application for questions of foreign law to be determined on the basis of submissions instead of proof?

#### **Confidentiality Orders**

23. Do you intend to make an application to seek any confidentiality orders for the proceedings?

#### **Trial**

24. How long do you estimate the trial or final hearing will take? You may provide a range of days, if appropriate.
25. What is the earliest date by which you believe you can be ready for trial?

26. Do you intend to make a request for the trial to be heard by a panel of three trial Judges instead of one trial Judge?
27. Do you intend to apply to bifurcate the trial? If yes, what are your grounds?

### **Costs**

28. What is your estimate of your costs incurred to date?
29. What do you estimate your overall costs will likely to be in the event that the matter proceeds to trial?

### **Any Other Issues**

30. Apart from the questions listed above, are there any other issues or concerns that you wish to highlight to the Court and/or opposing counsel? If yes, please state these issues briefly and how you propose for them to be addressed.

### **Settlement and Alternative Dispute Resolution (“ADR”)**

31. Have parties attempted mediation or any other form of ADR prior to the commencement of this action? If yes, please provide brief details of when this was done and why litigation remains necessary.
32. Are parties contemplating settlement through mediation or any other form of ADR? If yes, please indicate:
- a. Whether parties have agreed to proceed for mediation or any other form of ADR.
  - b. When the proposed date of mediation or any other form of ADR would be.
  - c. Whether parties require any directions on how they should proceed to mediation or any other form of ADR.

If no, please state why mediation or any other form of ADR will not be appropriate.

Dated this                      day of                      , 20     .

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*[The Plaintiff/Defendant or the Counsel for the Plaintiff/Defendant as the case may be]*