

Supreme Court Practice Directions (Amendment No. 4 of 2021)

Part II: General Matters

29. Electronic payment of Court fees

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Scope of electronic system

(3) The electronic system covers all Court fees previously collected over-the-counter, hearing fees, and mechanical recording services fees ~~and fees for the use of the Technology Courts~~ in the Supreme Court.

Part VI: Evidence – Witnesses, Affidavits and Exhibits

59A. Swearing and signing of affidavits in Singapore before, and completing of attestation by, commissioner for oaths through live video link or live television link

(1) A remote communication technology mentioned in Order 41, Rule 13(1) of the Rules of Court must be capable of creating a live video link or live television link through which a commissioner for oaths is able to do all of the things mentioned in Order 41, Rule 13(3) of the Rules of Court.

(2) For the purposes of Order 41, Rule 13(2) of the Rules of Court, the deponent and the commissioner for oaths may sign the affidavit electronically by applying a security procedure that results in a secure electronic signature under section 18 of the Electronic Transactions Act (Cap. 88).

(3) Where an affidavit is made pursuant to Order 41, Rule 13 of the Rules of Court, the affidavit should be made, as far as possible, as if the deponent were appearing before the commissioner for oaths in person, and the attestation must state that the affidavit was sworn (or affirmed) and signed in Singapore with the deponent appearing before the commissioner for oaths through a live video link or live television link, or that the affidavit was signed by the deponent and/or the commissioner for oaths electronically in Singapore, or both, as the case may be.

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61. Effect of non-compliance

Any affidavit or exhibit which does not comply with the directions contained in this Part ~~will be liable to~~ **may** be rejected by the Court and made the subject of an order for costs.

Part XV: Technology Facilities

120. Use of the ~~Technology Courts~~ Video Conference Facilities and the Mobile Infocomm Technology Facilities

(1) The ~~Technology Courts~~ video conference facilities and the Mobile Infocomm Technology Facilities (“MIT facilities”) may, at the discretion of the Registrar ~~and subject to the payment of the appropriate fees~~, be used:

(a) for the hearing of any matter, whether before a Judge or Registrar, in open Court or in Chambers; or

(b) for any other dispute resolution process.

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121. Applications to use the ~~Technology Courts~~ Video Conference Facilities and Usage of Additional Equipment

(1) A request to use ~~a Technology Court~~ the video conference facilities for the hearing of any matter before a Judge or Registrar must be made by filing a Request through the Electronic Filing Service at least 14 working days before the hearing at which ~~the Technology Court is those facilities are~~ to be used and Form 21 of Appendix A of these Practice Directions in Portable Document Format (PDF) must be annexed to the Request electronic form.

(2) An application to use ~~a Technology Court~~ the video conference facilities for any other dispute resolution process must be made by submitting Form 21 of Appendix A of these Practice Directions to the Registrar, through the relevant person-in-charge at the organisation at which the dispute resolution process is carried out, at least 14 working days before the dispute resolution proceedings at which it is to be used.

(3) [deleted]

(4) [deleted]

(5) Upon ~~the successful booking of a Technology Court for videoconferencing~~ a successful request to use the video conference facilities,

(a) prior arrangements for ~~videoconferencing equipment~~ testing have to be made at least 5 working days before the first day fixed for the hearing, in order to ensure equipment compatibility;

(b) applicants will be informed of the ~~ISDN~~ number for ~~videoconferencing video conferencing~~ during the testing session; and

(c) as a matter of general practice, the remote site will ~~dial in to the Technology Court connect to the number~~ and it is the responsibility of the party requesting the ~~videoconferencing video conference~~ to coordinate the booking and calling in from the remote site.

(6) Any person who desires to use audio-visual and computers equipment additional to those provided in ~~the Technology Courts a Courtroom~~ will be asked to provide details of such equipment ~~when applying to use the Courtroom~~. The applicant must also be prepared to have the equipment available for testing with the audio-visual system of the ~~Technology Courts Courtroom~~ at least 3 working days before the first day fixed for the hearing. It is the responsibility of the applicant to provide equipment that is compatible with the audio-visual system of the ~~Technology Courts Courtroom~~.

122. Applications to use the Mobile Infocomm Technology Facilities

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~~(5) Upon a successful application of the use of the mobile videoconferencing equipment,~~

~~(a) prior arrangements for videoconferencing testing have to be made at least 5 working days before the first day fixed for the hearing, in order to ensure equipment compatibility;~~

~~(b) applicants will be informed of the ISDN number for videoconferencing during the testing arrangement; and~~

~~(c) as a matter of general practice, the remote site will dial into the Courtroom or chamber and it is the responsibility of the party requesting the videoconferencing to coordinate the booking and calling in from the remote site.~~

123. [deleted] Fees

~~(1) The fees for the use of the Technology Courts 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 Technology Court and/or the MIT facilities was not used provided that:~~

~~(a) such request for refund must be made within 3 months after the last scheduled day of use of the said Technology Court and/or the MIT facilities stated in Form 21; and~~

~~(b) the fees payable for the first scheduled day of use of the said Technology Court and/or the MIT facilities stated in Form 21 shall not be refunded if notice of cancellation for any scheduled day of use or part thereof is given less than 14 days before the first scheduled day of use.~~

Appendix A

21.

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**Application to Use the ~~Technology Courts~~ Video Conference Facilities or
Mobile Infocomm Technology Facilities (MIT facilities)**

Date:

To: The Registrar
Supreme Court
1 Supreme Court Lane
Singapore 178879

[In cases involving alternative dispute resolution, to provide the information set out below:

Through: Please specify the relevant person-in-charge at the organisation at which the dispute resolution process is carried out, such as Registrar, Singapore International Arbitration Centre or the Executive Director, Singapore Mediation Centre.]

Part I

Application by : Law Firm Individual

Name of applicant/law firm : _____

Name of lawyer/secretary-in-charge of matter : _____

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: ~~Technology Court~~ Video Conference Facilities MIT facilities

In respect of: Court Proceedings Alternative Dispute Resolution

(a) Date(s) and time when use of ~~Technology Court~~ Video Conference Facilities is required:

Dates of scheduled use:

Total No. of days:

Start date and time (1st scheduled day of use):

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

Facility (tick box)	
1. Audio-visual equipment (\$50 per day or part thereof)	
(a) Projector Screen (STEWART, Grayhawk)	-
(b) Sound system (speakers and Tannoy microphones)	-
(c) Visualiser (Wolfvision)	-
(d) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM and DVD-R)	-
2. Video-Conferencing system (State the country, state and city)	

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

Dates of scheduled use:

Total No. of days:

Start date and time (1st scheduled day of use):

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

Facility (Tick box)	
1. Interactive Display Board with HD display (MITv2) (\$100 per day or part thereof)	
(a) 65" HD touch-screen display	

(b) Internet access via browser	
(c) Recording of voices and actions (e.g., annotations on image or on google maps)	
(d) Multi-format disc player (which allows the playback of DVD-audio, DVD-video, DVDRAM, DVD-R, CD, CD-R/RW and SVCD media)	
2. Audio visual Cart with projector (MITv1) (\$100 per day or part thereof) Visual Projection Facility	
(a) XGA 2500 ANSI Lumens projector	
(b) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM and DVD-R)	
(c) Portable 90 or 100 inch tripod screen	
3. Video conferencing Mobile Cart (MVC) (\$250 per day or part thereof)	
(a) single 34" Multimedia Display	-
(b) Polycom videoconferencing system	-
4.3. Other Audio Visual Equipment*	
(a) Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM and DVD-R)	
(b) Portable visualiser (AVerMedia) Visualiser	
(c) Others (please list)**	

~~* available only as add ons to facilities in (a)1, (a)2, (b)1, (b)2 or (b)3~~

** Subject to availability of such equipment

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 solicitors for the Plaintiff/Defendant as the case may be]

Appendix D

Para. 123

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**FEEs FOR USE OF THE TECHNOLOGY COURTS
AND THE MOBILE INFOCOMM TECHNOLOGY FACILITIES**

<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.-	50-	On filing Form 21 of Appendix A 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 21 of Appendix A.-
2.-	For each day or part thereof in respect of a particular hearing or matter in which the videoconferencing equipment installed in a Technology Court is used.-	250-	On filing Form 21 of Appendix A, save that the Registrar may allow a refund for the fees paid in respect of days on which the videoconferencing equipment was not used.-	Form 21 of Appendix A.-
3.-	For each day or part thereof in respect of a particular hearing or matter in which the Mobile Infocomm Technology facilities are used.-	100-	On filing Form 21 of Appendix A save that the Registrar may allow a refund for the fees paid in respect of days on which the Mobile Infocomm Technology facilities were not used.-	Form 21 of Appendix A
4.-	For each day or part thereof in respect of a particular hearing or matter in which the videoconferencing equipment from the Mobile Infocomm Technology facilities are used.-	250-	On filing Form 21 of Appendix A save that the Registrar may allow a refund for the fees paid in respect of days on which the videoconferencing Equipment was not used.-	Form 21 of Appendix A.-
5.-	Telecommunication charges incurred in using the videoconferencing equipment installed in a Technology Court or on using the Infocomm Technology facilities-	Actual Cost-	On receiving a letter from the Registry stating the telephone charges incurred.-	Request.*-

6-	Charges incurred in using the video printer.	\$5 per printed sheet	On receiving a letter from the Registry stating the charges incurred.	Request.*
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~~*Formerly known as "praecipe".~~