

THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE

REGISTRAR'S CIRCULAR NO 16 OF 2020

VIDEO-CONFERENCING VIA WEBEX

1. The matter set out in this Circular is a modification of Registrar's Circular No 12 of 2020 as it relates to the mode of remote communication technology approved for use for Pre-Trial Conferences ("PTC"), and extends the application of that Circular to other types of Court hearings.

Use of Webex as the approved remote communication technology

2. Solicitors are generally permitted to use Webex (and no other form of remote communication technology, unless the Court otherwise notifies) to mention any matter in Syariah Court (including appeals, trials, applications (interlocutory or otherwise), PTC and mediation) scheduled for hearing.

Conduct of proceedings via remote communication technology

3. For PTC, no request needs to be made to the Court Registry in advance. However, a solicitor who intends to mention a case via Webex must inform the Court officer in the Registrar's Chambers of his or her intention and readiness to be called not later than 30 minutes before the appointed time for PTC in the manner specified in paragraph 2(e) of Registrar's Circular No 12 of 2020.

4. For other matters, a solicitor who wishes to mention a case via Webex must, unless the Court has given prior permission or directions on the conduct of proceedings via remote communication technology, submit a request to the Court Registry not less than 14 working days before the date of the hearing. If permission is not granted, the solicitor must ensure that he and his client (if applicable) is/are in attendance in Court.

5. With regard to trials (hearings of divorce applications), a solicitor may indicate in the request if he or she wishes to ask the Court for permission to dispense with the attendance of his or her client, witness or any other person at the hearing (where prior permission or directions has not been given). If permission is not granted, the Court will give further directions as appropriate.

6. The request must be in the form set out in the Annex to this Circular and sent via email at MCCY_Syariah@mccy.gov.sg with the subject header "Request to mention case via remote means:" followed by the case reference number.

General

7. Court users and members of the public who wish to seek clarification on this matter may call 63548371 or email MCCY_Syariah@mccy.gov.sg. For general information on court processes and procedures, they may visit our website at www.syariahcourt.gov.sg.

Dated this 29th day of May 2020



SHHRINAH ABDOL SALAM
REGISTRAR
SYARIAH COURT



IN THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE
REQUEST FOR REMOTE HEARING VIA WEBEX

Please submit this form via email to MCCY_Syariah@mccy.gov.sg

Originating Summons / Summons No.:	
Type of Hearing (please select)	<input type="checkbox"/> Mediation <input type="checkbox"/> Pre-Trial Conference <input type="checkbox"/> Hearing <input type="checkbox"/> Others (please specify) _____
Date and Time of Hearing	
A. Particulars of party making the request	
Name of client	
Name of solicitor	
Name of law firm	
Email address registered for Webex	
B. Particulars of the other party	
Name of client	
Name of solicitor	
Name of law firm	
Email address registered for Webex	
C. Additional request for dispensation of attendance of party/witness	
For dispensation of attendance of:	
<input type="checkbox"/> Plaintiff <input type="checkbox"/> Defendant <input type="checkbox"/> Children of marriage <input type="checkbox"/> Other party: please state: _____	
State reasons:	
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D. Has the other party been informed?

Yes No

Name and Signature
of party/ lawyer making request

Date

For official use

Request is approved: Yes No Further information required

Remarks:

President / Registrar

Date