



KETUA PENDAFTAR
Chief Registrar
PEJABAT KETUA PENDAFTAR
Office of the Chief Registrar
MAHKAMAH PERSEKUTUAN MALAYSIA
Federal Court of Malaysia
ISTANA KEHAKIMAN
PRESINT 3
62506 PUTRAJAYA

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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

SENARAI EDARAN

1. Ketua Bahagian Guaman
Jabatan Peguam Negara
45, Persiaran Perdana, Presint 4 62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
2. Ketua Bahagian Perbicaraan Dan Rayuan
Jabatan Peguam Negara
45, Persiaran Perdana, Presint 4 62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
3. Peguam Cara Perbendaharaan
Kementerian Kewangan Malaysia
No: 5, Persiaran Perdana, Presint 2
Pusat Pentadbiran Kerajaan Persekutuan
62592 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
4. Penasihat Undang-Undang
Kementerian Dalam Negeri Malaysia
Blok D1, D2 & D9, Kompleks D
Pusat Pentadbiran Kerajaan Persekutuan 62546 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
5. Penasihat Undang-Undang
Kementerian Pertahanan Malaysia Jalan Padang Tembak
50634 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
6. Penasihat Undang-Undang
Kementerian Perumahan dan Kerajaan Tempatan Malaysia No. 51, Persiaran
Perdana, Presint 4
62100, Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
7. Penasihat Undang-Undang
Kementerian Pertanian dan Industri Asas Tani Malaysia Aras 1, Wisma Tani
No. 28, Persiaran Perdana,
Presint 4, Pusat Pentadbiran Kerajaan Persekutuan 62624 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
8. Penasihat Undang-Undang
Kementerian Pendidikan Malaysia Blok E8, Kompleks E
Pusat Pentadbiran Kerajaan Persekutuan 62604 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

9. Penasihat Undang-Undang
Kementerian Pembangunan Luar Bandar Malaysia No 47, Persiaran Perdana
Presint 4, Pusat Pentadbiran Kerajaan Persekutuan 62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
10. Penasihat Undang-Undang
Jabatan Perdana Menteri
Blok B8, Kompleks Jabatan Perdana Menteri Pusat Pentadbiran Kerajaan
Persekutuan 62502 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
11. Penasihat Undang-Undang
Kementerian Kerja Raya Malaysia Tingkat 1-14, Kompleks Kerja Raya
Jalan Sultan Salahuddin
50580 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
12. Penasihat Undang-Undang
Kementerian Pengangkutan Malaysia No. 26,
Jalan Tun Hussein, Presint 4 62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
13. Penasihat Undang-Undang
Kementerian Komunikasi dan Multimedia Malaysia Lot 4G9,
Persiaran Perdana, Presint 4
Pusat Pentadbiran Kerajaan Persekutuan
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
14. Penasihat Undang-Undang
Kementerian Tenaga Manusia Malaysia Jabatan Tenaga Manusia
Aras 6, Blok D4, Kompleks D
Pusat Pentadbiran Kerajaan Persekutuan 62530 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
15. Penasihat Undang-Undang
Kementerian Belia dan Sukan Malaysia No 27, Persiaran Perdana, Presint 4
Pusat Pentadbiran Kerajaan Persekutuan 62570 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
16. Penasihat Undang-Undang
Kementerian Pembangunan Usahawan Malaysia Blok E4/5, Kompleks Kerajaan
Parcel E
Pusat Pentadbiran Kerajaan Persekutuan
62668 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

17. Penasihat Undang-Undang
Kementerian Tenaga, Teknologi, Sains, Perubahan Iklim dan Alam Sekitar
Malaysia Aras 1-7, Blok C4 & C5, Kompleks C
Pusat Pentadbiran Kerajaan Persekutuan 62662, Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
18. Ketua Unit Undang-Undang
Kementerian Industri Utama Malaysia
No. 15, Aras 6-13, Persiaran Perdana, Presint 2 62654 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
19. Penasihat Undang-Undang
Kementerian Perdagangan Antarabangsa dan Industri Malaysia
Menara-MITI, No. 7
Jalan Sultan Haji Ahmad Shah
50480 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
20. Penasihat Undang-Undang
Kementerian Perdagangan Dalam Negeri dan Hal Ehwal Pengguna Malaysia
No. 13, Persiaran Perdana, Presint 2,
62623 Putrajaya,
WILAYAH PERSEKUTUAN PUTRAJAYA
21. Penasihat Undang-Undang
Kementerian Air, Tanah dan Sumber Asli Malaysia
Wisma Sumber Asli, No.25 Persiaran Perdana,
Presint 4 62574 Putrajaya,
WILAYAH PERSEKUTUAN PUTRAJAYA
22. Penasihat Undang-Undang
Kementerian Wilayah Malaysia
Blok 1 & Blok 2, Menara Seri Wilayah Presint 2,
62100 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
23. Penasihat Undang-Undang
Kementerian Pelancongan, Seni dan Budaya Malaysia
No. 2, Menara 1, Jalan P5/6
Presint 5 62200 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA
24. Peguam Kanan Persekutuan
Kementerian Luar Negeri Malaysia
Wisma Putra, No 1, Jalan Wisma Putra ,
Presint 2 62602 Putrajaya
WILAYAH PERSEKUTUAN PUTRAJAYA

25. Presiden
Majlis Peguam Malaysia 15,
Leboh Pasar Besar 50050 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
26. Pengerusi
Jawatankuasa Peguam Negeri Wilayah Persekutuan Kuala Lumpur
4th Floor, Wisma Hangsam
No. 1 Jalan Hang Lekir 50000 Kuala Lumpur
WILAYAH PERSEKUTUAN KUALA LUMPUR
27. Pengerusi
Jawatankuasa Peguam Negeri Selangor
No. 41, Jalan Bola Jaring 13/15, Seksyen 13,
4100, Shah Alam
SELANGOR
28. Pengerusi
Jawatankuasa Peguam Negeri Pahang B-64,
Tingkat 1-A, Lorong Tun Ismail 6 25000 Kuantan
PAHANG
29. Pengerusi
Jawatankuasa Negeri Perak
No. 41, Jalan Dato Maharaja Lela 30710, Ipoh
PERAK
30. Pengerusi
Jawatankuasa Peguam Negeri Pulau Pinang
No. 4, Aras 1, Greenhall
10200 Georgetown
PULAU PINANG
31. Pengerusi
Jawatankuasa Peguam Negeri Kedah
No. 54, Jalan Utama 3/1
Kompleks Perniagaan Utama, Jalan Sultanah Sambungan
05350 Alor Setar
KEDAH
32. Pengerusi
Jawatankuasa Peguam Negeri Perlis
Pejabat Badan Peguam Perlis,
No.15, Tingkat Atas 01000, Taman Guru Jaya
PERLIS

33. Pengerusi
Jawatankuasa Peguam Negeri Kelantan
No PT 2271, Tanjung Mas, Jalan Pengkalan Chepa 1
5400 Kota Bharu
KELANTAN
34. Pengerusi
Jawatankuasa Peguam Negeri Terengganu
Bar Room, Aras 5, Kompleks Mahkamah Kuala Terengganu
Jalan Sultan Mohamad
21100 Kuala Terengganu
TERENGGANU
35. Pengerusi
Jawatankuasa Peguam Negeri Melaka
No. 10, Jalan PPPS,
Pusat Perniagaan Putra Sentosa Hang Tuah Jaya
75150 Bukit Baru
MELAKA
36. Pengerusi
Jawatankuasa Peguam Negeri Johor
No.5, Jalan Tun Abdul Razak, Susur 1/1
80000 Johor Bahru
JOHOR
37. Pengerusi
Jawatankuasa Peguam Negeri Sembilan
No 3, Jalan S2 D38, Magistrate's Square
70300 Seremban 2
NEGERI SEMBILAN
38. Pentadbir-Pentadbir Sistem
Sistem e-Kehakiman
PEJABAT KETUA PENDAFTAR MAHKAMAH PERSEKUTUAN MALAYSIA

INFORMATION ABOUT ONLINE CASE MANAGEMENT (e-REVIEW)	
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	i) To reduce court appearances (in-person) for case managements at the High Court. ii) To save time and expense of having to attend court in person to deal with preliminary matters.
Who can use	Legal Representatives [lawyers from legal firms or government agencies who are registered users of e-Filing System (EFS)]. Each legal representative must have an EFS login ID and password to login into the EFS to participate in any eReview session. 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.
Conduct of eReview session	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. ii) Parties should use language and conduct themselves professionally as they would during an in person court appearance. 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. iv) All messages will be visible to all parties and the Court. v) Undertakings given during e-Review are as binding as if the undertaking were given in person. vi) All messages in the e-Review will be recorded and saved in the e-Court System as Notes of Proceeding. 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.

e-Review Workings	The e-Review system works as follows: 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. ii) First e-Review date is scheduled within 2 weeks from the date of filing. iii) For the first e-Review, the Plaintiff needs to complete and submits the e-Review-1 Template. iv) Similar process is repeated until the fourth e-Review session (with different timelines). 3 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. 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. vii) The Court may (in appropriate case) convert any e-Review session into a case management date for parties to attend in person. This arrangement may be reviewed once everyone is familiar with the workings of this e-Review system.
e-Review User Manual	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. The e-Review User Manual will be available at the e-Filing System and Case Management System