

**CHIEF REGISTRAR'S CIRCULAR
JUDICIAL DEPARTMENT
BRUNIE DARUSSALAM
BIL. 4/1998**

To all Advocates & Solicitors.

With effect from September 14th 1998 the Supreme Court Registry will have a **Duty Registrar**.

1. The duties of the Duty Registrar are:
 - a. Hearing urgent applications made ex-parte or by consent (except probate matters) provided that the summons has been entered in the Summonses-in-Chambers book;
 - b. Granting approval for any matter pertaining to the administration of the Registry, including requests for early or urgent dates for hearing before a Judge or a Registrar and allowing inspection of files;
 - c. Signing and certifying documents;
2. A **"Duty Registrar"** sign will be displayed outside the Duty Registrar's Chamber to indicate that he or she is on duty.
3. The duty hours shall be:

Mondays to Thursdays and Saturdays -	9am to 11.45am
	2pm to 4 pm
4. Only advocates and solicitors shall appear before the Duty Registrar.
5. Filing fees must be paid before documents are used in any application before a **Duty Registrar**.

(ORIGINAL SIGNED)
HAYATI BTE POKS DSP HAJI MOHD SALLEH
Acting Chief Registrar, Supreme Court

Ref.: SC/CR/A/142
Date: 21 Jamadilawal 1419,
12th September, 1998