



JUDICIARY OF BRUNEI DARUSSALAM

HIGH COURT, SUPREME COURT REGISTRY

PUBLIC NOTICE - 10 MAY 2025

Temporary Unavailability of the Judicial Case Management System (JCMS) and Electronic Filing System (EFS)

Please be advised that due to technical issues affecting our server, the Judicial Case Management System (JCMS) and Electronic Filing System (EFS) are currently unavailable **until further notice**.

We are actively working to resolve the matter and restore full functionality as soon as possible.

We sincerely apologise for any inconvenience caused and thank you for your patience and cooperation. Please be assured that this matter is being handled with the utmost urgency and care.

NOTIS AWAM - 10HB MEI 2025

Gangguan Sementara Perkhidmatan Sistem Pengurusan Kes Kehakiman dan Sistem Pemfailan Elektronik

Dimaklumkan bahawa disebabkan oleh isu teknikal yang sedang menjejaskan pelayan (server) kami, Sistem Pengurusan Kes Kehakiman (JCMS) dan Sistem Pemfailan Elektronik (EFS) kini tidak dapat digunakan **sehingga ke suatu tarikh yang akan dimaklumkan** kelak.

Pihak kami sedang berusaha sedaya upaya untuk menangani isu ini dan memulihkan semula perkhidmatan secepat mungkin.

Kami memohon maaf atas sebarang kesulitan yang dialami dan mengucapkan terima kasih atas kesabaran dan kerjasama anda. Yakinlah bahawa perkara ini sedang ditangani dengan penuh perhatian dan keutamaan.



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MANUAL FILING METHODS DURING JCMS AND EFS DOWNTIME

SUBMISSION OF NEW FILES AT THE REGISTRY

If you're filing a **new case** (like a writ, summons, petition, etc.) here's what you need to do:

1. **Make Payment:** Go to the payment counter and make the necessary payment.
2. **Submit Documents:** Bring 2 copies of your documents to the Registry for stamping and signing.
3. **Collect Documents:** Once the documents are stamped and signed, collect them at the Registry. 1 copy stays with the Registry and you keep the other copy.
4. **Scan and Send:** Scan your copy of the document and e-mail it to **court.registry@judicial.gov.bn** and use this format in the subject line:
[Case Number-Document Type-Filing Party] E.g. HCCS/1212/2025-Writ-Messrs ABC

FILING APPLICATIONS/DOCUMENTS FOR EXISTING CASES THAT REQUIRE HEARING DATES

If you're filing documents for **existing cases** that **need hearing dates** (like Summons in Chambers) here's what you need to do:

1. **Make Payment:** Go to the payment counter and make the necessary payment.
2. **Submit Documents:** Bring 2 copies of your application/document to the Registry for stamping and signing.
3. **Collect Documents:** Once the documents are stamped, signed and given hearing dates, collect them at the Registry. 1 copy stays with the Registrar/Judge and you keep the other copy.
4. **Scan and Send:** Scan your copy of the document and e-mail it to **court.registry@judicial.gov.bn** and use this format in the subject line:
[Case Number-Document Type-Filing Party] E.g. HCCS/1212/2025-SIC-Messrs ABC

Please note that when bringing 2 copies of your document, Counsel will have to mark documents as 'COURT COPY' AND 'COUNSEL COPY'



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MANUAL FILING METHODS DURING JCMS AND EFS DOWNTIME

FILING DOCUMENTS FOR EXISTING CASES THAT NEED SIGNING/ENDORSEMENT

If you're filing documents for **existing cases** that **need signing or endorsement** (like court orders) here's what you need to do:

1. **Make Payment:** Go to the payment counter and make the necessary payment.
2. **Submit Documents:** Bring 1 copy of your document to the Registry for stamping and/or signing.
3. **Collect Documents:** Once the document is stamped and/or signed, collect them at the Registry.
4. **Scan and Send:** Scan your copy of the document and e-mail it to **court.registry@judicial.gov.bn** and use this format in the subject line:
[Case Number-Document Type-Filing Party] E.g. HCCS/1212/2025-Order-Messrs ABC



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FILING CORRESPONDENCE BY E-MAIL DURING JCMS AND EFS DOWNTIME

E-MAILING CORRESPONDENCE TO COURT

If you need to send correspondence to the court, here's what you need to know:

1. **No physical submissions:** The Registry will not accept hard copies of correspondence to court
2. **E-mail only:** Send all correspondence to **court.registry@judicial.gov.bn** and use this format in the subject line:

[Case Number-Correspondence-Filing Party] E.g. HCCS/1212/2025-Correspondence-Messrs ABC



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SERVICES NOT AVAILABLE DURING JCMS AND EFS DOWNTIME

Please take note of services that are **NOT** available during JCMS and EFS downtime:

1. **File Searches** under COA/HC/IC
2. **Marriage** - Certificates of No Impediment
3. **Marriage** - Searches and Subsequent Copies from March 2015 to May 2025
(only searches and subsequent copies prior to March 2015 are available)
4. **Requests for Notes/Record of Proceedings**
5. **Copies of Court Documents**
6. **Inquiries from Government Agencies/Departments**