

Judiciary rolls out integrated Court Case Management System for civil appeal cases in High Court

The following is issued on behalf of the Judiciary:

The Judiciary today (June 23) announced that starting from June 30, the integrated Court Case Management System (iCMS) will be extended to the High Court, beginning with civil appeal cases.

To prepare for the rollout of the iCMS in the High Court, the Judiciary has been proactively reaching out to law firms handling a relatively high volume of civil appeal cases in the past year to offer dedicated technical support, with a view to facilitating their early migration to the iCMS during the initial period. The Judiciary also welcomes any law firms to approach it early for assistance in this regard.

The iCMS is an integral part of the Judiciary's Information Technology Strategy Plan. It aims to facilitate the handling of court-related documents and payments electronically across various court levels. Major electronic services under the iCMS include sending case-specific court documents to the courts, receiving such documents from the courts, inspecting or searching filed documents and other case-related information held by the courts, searching cause books, and making payments for court services.

The iCMS is being progressively implemented across various court levels. It currently covers personal injury actions, tax claim proceedings, civil action proceedings and employees' compensation cases in the District Court, summons cases in the Magistrates' Courts, as well as bulk claims in the Small Claims Tribunal.

For the High Court, the iCMS will initially be rolled out to civil appeal cases in the Court of Appeal on June 30, and will then incrementally cover 10 additional case types, including commercial actions, intellectual property cases, construction and arbitration proceedings, personal injuries actions, civil actions, probate actions, miscellaneous proceedings of the Court of Appeal, Magistracy appeals, miscellaneous proceedings (criminal) and intended actions.

The Judiciary aims to mandate the use of the iCMS for all legally represented litigants for case types where the electronic mode has been made available, starting in 2026.

Some new enhancement features will be introduced in the iCMS in the High Court:

- (a) "Generate Originating Document"

This requires all iCMS users to create standard originating documents

through e-fillable forms (instead of uploading scanned image of such documents) to facilitate the capturing of structured data.

(b) "Judiciary Cloud"

This seeks to progressively provide organisation users of the iCMS (starting from 20GB of storage space per organisation) with a temporary storage area to support the submission of documents exceeding the file size limit of 50MB when performing electronic filing.

(c) "Deposit Account"

This is an additional electronic payment option that allows organisation users to make non-interest-bearing prepayments for settling subsequent payments for transactions without the hassle of paying for each individual transaction. The Deposit Account will be available for use upon payment of an initial deposit of at least \$3,000, which should be maintained (through top-ups where necessary) as the minimum account balance in the Deposit Account for each organisation.

Details will be available on the dedicated webpage on e-Courts at the Judiciary website.

Upon the rollout of the iCMS in the High Court, any party choosing to file or submit a document in paper format for an iCMS-enabled case type must also provide an electronic copy of the document to facilitate the creation and maintenance of a complete set of e-filing records for e-inspection. Litigants-in-persons (LiPs) can use the self-service kiosks located at the Resource Centre for Unrepresented Litigants in the High Court Building to scan and upload their documents to the iCMS. Non-LiPs, including law firms, are required to prepare the electronic copy of their documents on their own (outside the court building) and then use the kiosks solely for uploading the scanned documents to the iCMS. Parties may refer to guidance leaflets on using the self-service kiosks to upload documents. For law firms, this is the final transitional arrangement before the mandatory use of the iCMS.

Case parties, particularly law firms, are strongly advised to register and start using the iCMS to avoid the hassle of paper filing and to enjoy the convenience of digital filing and payment anytime, anywhere. To encourage migration to the iCMS, a 20 per cent concession is offered to iCMS users for three years on fee items of the High Court that are primarily or directly related to electronic handling of court documents.

Eligible users need to register for a user account to access the full range of services under the iCMS. Eligible users include parties of ongoing or new e-proceedings and their legal representatives (if any), the Hong Kong Bar Association, the Law Society of Hong Kong, law firms, government departments, law enforcement agencies and statutory bodies. Registration is free of charge.

Unregistered members of the public may also use certain types of iCMS services, mainly related to searching for electronic documents that are open to public inspection.

Regarding technical requirements, the iCMS can be accessed using personal computers or mobile devices with an Internet connection, commonly used operating systems and browsers.

The iCMS operates around the clock, except during system maintenance. Any e-filing and e-payment received under the iCMS after the registry and the accounts office are normally closed to the public (i.e. after 5.30pm on a working day) will be deemed to be received at the start of the normal opening hours of the registry and the accounts office on the following working day.

For more details about the iCMS, including its enhancement features and technical requirements, please visit the dedicated webpage on e-Courts of the Judiciary website at www.judiciary.hk/en/e_courts/index.html upon the rollout of the iCMS in the High Court on June 30.

For enquiries, please call the general enquiry hotline at 2477 1002 or the technical helpline at 2886 6474, email to enquiry@judiciary.hk or visit the Help Centre at 5/F, Wanchai Tower, 12 Harbour Road, Wan Chai.