

電 話 Tel: 2825 8412
傳 真 Fax: 2530 2648
本函檔號 Our Ref.: JUD ITOO 6-25/1
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BY E-MAIL AND BY POST

20 January 2023

Mr C.M. Chan
President
The Law Society of Hong Kong
3/F, Wing On House
71 Des Voeux Road Central
Hong Kong

Dear President,

**Implementation of integrated Court Case Management System:
Further Facilitation for the Legal Profession**

I would like to inform the Law Society of Hong Kong of the further facilitation for the legal profession to become a registered user of the Judiciary's integrated Court Case Management System ("iCMS").

2. One of the key services of the iCMS is to enable parties to court proceedings to send and receive case related documents to and from the Court electronically. Hence, originally registration for Organization Accounts in the iCMS starts with the indication of the case number of an on-going or new e-proceeding(s), whereas applications from court users with no case number, e.g. a new law firm, will be considered on a case-by-case basis having regards to individual merits and relevant circumstances.

3. To further facilitate the legal profession to prepare for migration to electronic transactions with the Judiciary through the iCMS, we have reviewed the above-mentioned arrangement to allow for registration by the Hong Kong Bar Association, the Law Society of Hong Kong ("LSHK") and

law firms registered with LSHK regardless of whether they have on-going or new court proceedings.

4. The Judiciary's dedicated webpage on the use of electronic technology with the courts (https://www.judiciary.hk/en/e_courts/index.html) has been updated to implement the new arrangement with immediate effect. To register for an Organization Account under the iCMS, an organization may submit the prescribed application form together with the required supporting document(s) as follows:

- (a) online through the iCMS (<https://www.judwebportal.judiciary.hk>); or
- (b) return the completed application form in hard copy (which can be obtained from https://www.judiciary.hk/doc/en/e_courts/F_PAAccount_e.pdf) by fax at 2340 7819 or by post/by hand to the Help Centre at 5/F, Wanchai Tower, 12 Harbour Road, Wan Chai.

5. We would be grateful if the Law Society would kindly inform its members of the new arrangement. We look forward to the wider use of the iCMS by the legal profession. For enquiries about the new arrangement for registration, please contact Mr Victor Chiang at telephone number 2867 2264.

Yours sincerely,



(Miss Winky So)
for Judiciary Administrator