HAKIM BESAR SABAH & SARAWAK
MALAYSIA

CHIEF JUDGE OF SABAH & SARAWAK
MALAYSIA

15 November 2021

The Honourable Judges and Judicial Commissioners
High Court in Sabah and Sarawak

Sessions Court Judges
Sabah and Sarawak

Deputy Registrars / Senior Assistant Registrars
High Court in Sabah and Sarawak

Magistrates
Sabah and Sarawak

Assistant Registrars
Subordinate Court in Sabah and Sarawak

CHIEF JUDGE OF SABAH AND SARAWAK
PRACTICE DIRECTION NO. 1 OF 2021

OPERATING HOURS OF THE REGISTRY OF THE HIGH COURT AND THE SUBORDINATE COURT IN SABAH AND SARAWAK

IN exercise of powers conferred by Order 92 Rule 3B of the Rules of Court 2012, I, after consulting The Right Honourable the Chief Justice, issue this Practice Direction to prescribe the operating hours of the Registry of the High Court and the Subordinate Court as follows:

OPERATING HOURS

2. The operating hours of the Registry of the High Court and the Subordinate Court are as follows:

STATE	DAY	OPERATING HOURS
Sabah	Mondays to Thursdays	8.30 am to 4.30 pm
	Fridays	8.30 am to 11.30 am 2.00 pm to 4.30 pm
Sarawak	Mondays to Thursdays	8.30 am to 4.30 pm
	Fridays	8.30 am to 11.45 am 2.15 pm to 4.30 pm

Kamar Hakim Besar Sabah & Sarawak, Aras 5, Istana Kehakiman, Presint 3, 62506 Putrajaya, Malaysia
(Chief Judge Sabah & Sarawak Chambers, Level 5, Istana Kehakiman, Precint 3, 62506 Putrajaya, Malaysia.)
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Kamar Hakim Besar, Mahkamah Tinggi, No 1, Jalan Kebajikan, 88300 Kota Kinabalu, Sabah, Malaysia.
(Chief Judge's Chambers, High Court, No 1 Jalan Kebajikan, 88300 Kota Kinabalu, Sabah, Malaysia.)
Tel: 088-286100 Fax: 088-286101 E-mail: cjss@kehakiman.gov.my

FILING OF DOCUMENTS

3. (1) Sessions Court Judges / Deputy Registrars / Senior Assistant Registrars / Magistrates / Assistant Registrars shall not receive any document presented for filing **except** on the following days and time:

STATE	DAY	OPERATING HOURS
Sabah	Mondays to Thursdays	8.30 am to 3.30 pm
	Fridays	8.30 am to 11.30 am 2.00 pm to 3.30 pm
Sarawak	Mondays to Thursdays	8.30 am to 4.30 pm
	Fridays	8.30 am to 11.45 am 2.15 pm to 3.30 pm

(2) For the purpose of this Direction, "filing" refers to the manual presentation of documents at the Registry's Counter.

DATE OF COMING INTO OPERATION

4. This Direction comes into operation on 15th November 2021.

(TAN SRI DATO' ABANG ISKANDAR BIN ABANG HASHIM)
Chief Judge of Sabah and Sarawak
Kota Kinabalu Courts Complex
SABAH

c.c. 1. The Right Honourable the Chief Justice
Federal Court of Malaysia
Palace of Justice
PUTRAJAYA

2. The Right Honourable the President of the Court of Appeal
Court of Appeal of Malaysia
Palace of Justice
PUTRAJAYA

3. The Honourable Attorney General
Attorney General's Chambers
No. 45, Persiaran Perdana
Precinct 4
62100 PUTRAJAYA

4. Chief Registrar of the Federal Court
Federal Court of Malaysia
Palace of Justice
PUTRAJAYA

5. Deputy Chief Registrar
Federal Court of Malaysia
Palace of Justice
PUTRAJAYA

6. Registrar
Court of Appeal of Malaysia
Palace of Justice
PUTRAJAYA

7. Registrar
High Court of Sabah and Sarawak
Kota Kinabalu Courts Complex
SABAH

8. Registrar
Subordinate Courts of Sabah and Sarawak
Kota Kinabalu Courts Complex
SABAH

9. Sabah State Attorney General
Sabah State Attorney General's Chambers
Kota Kinabalu
SABAH

10. Sarawak State Attorney General
Sarawak State Attorney General's Chambers
Kuching
SARAWAK

11. Director of Sabah Courts
Kota Kinabalu Courts Complex
SABAH

12. Director of Sarawak Courts
Kuching Courts Complex
SARAWAK

13. Sabah State Director of Prosecution
Attorney General's Chambers of Malaysia (Sabah)
Kota Kinabalu
SABAH

14. Sarawak State Director of Prosecution
Attorney General's Chambers of Malaysia (Sarawak)
Kuching
SARAWAK

15. Sabah State Senior Federal Counsel
Attorney General's Chambers of Malaysia (Sabah)
Kota Kinabalu
SABAH

16. Sarawak State Senior Federal Counsel
Attorney General's Chambers of Malaysia (Sarawak)
Kuching
SARAWAK

17. Director
Management Division
Palace of Justice
PUTRAJAYA

18. Director
Information Technology Division
Palace of Justice
PUTRAJAYA

19. Librarian
Palace of Justice
PUTRAJAYA

20. President
Sabah Law Society
Kota Kinabalu
SABAH

21. President
The Advocates Association of Sarawak
Miri
SARAWAK