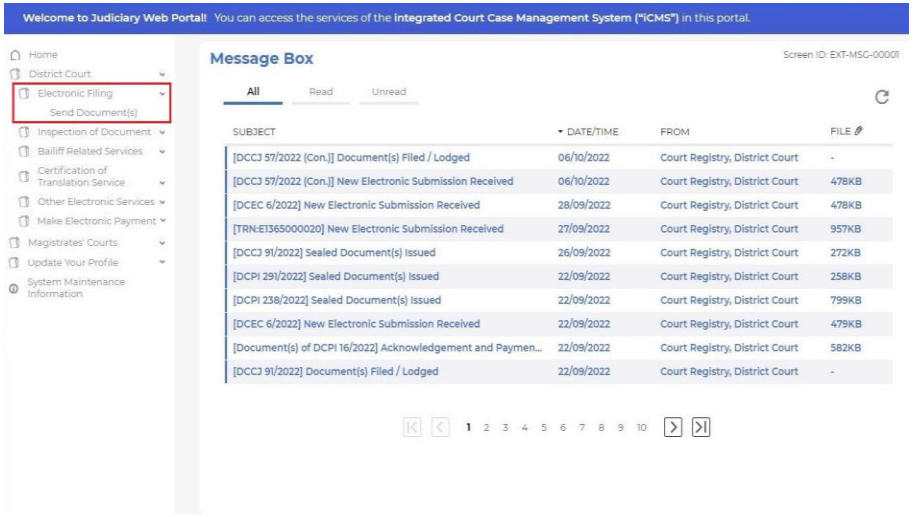
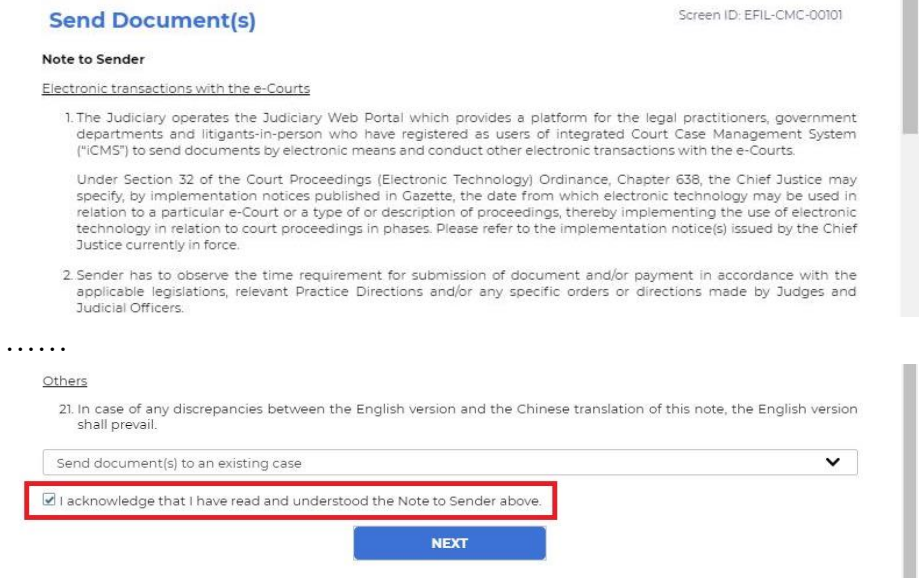
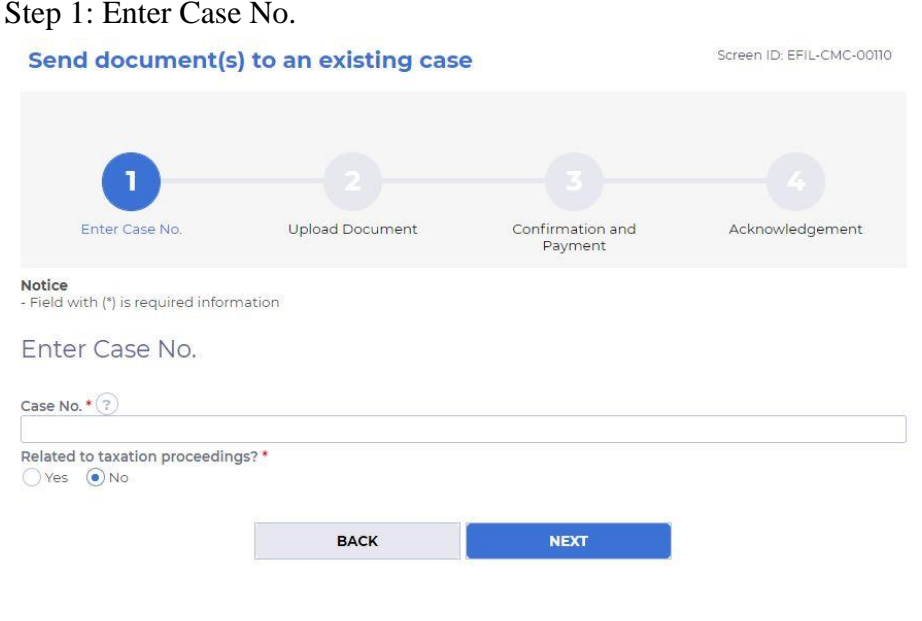


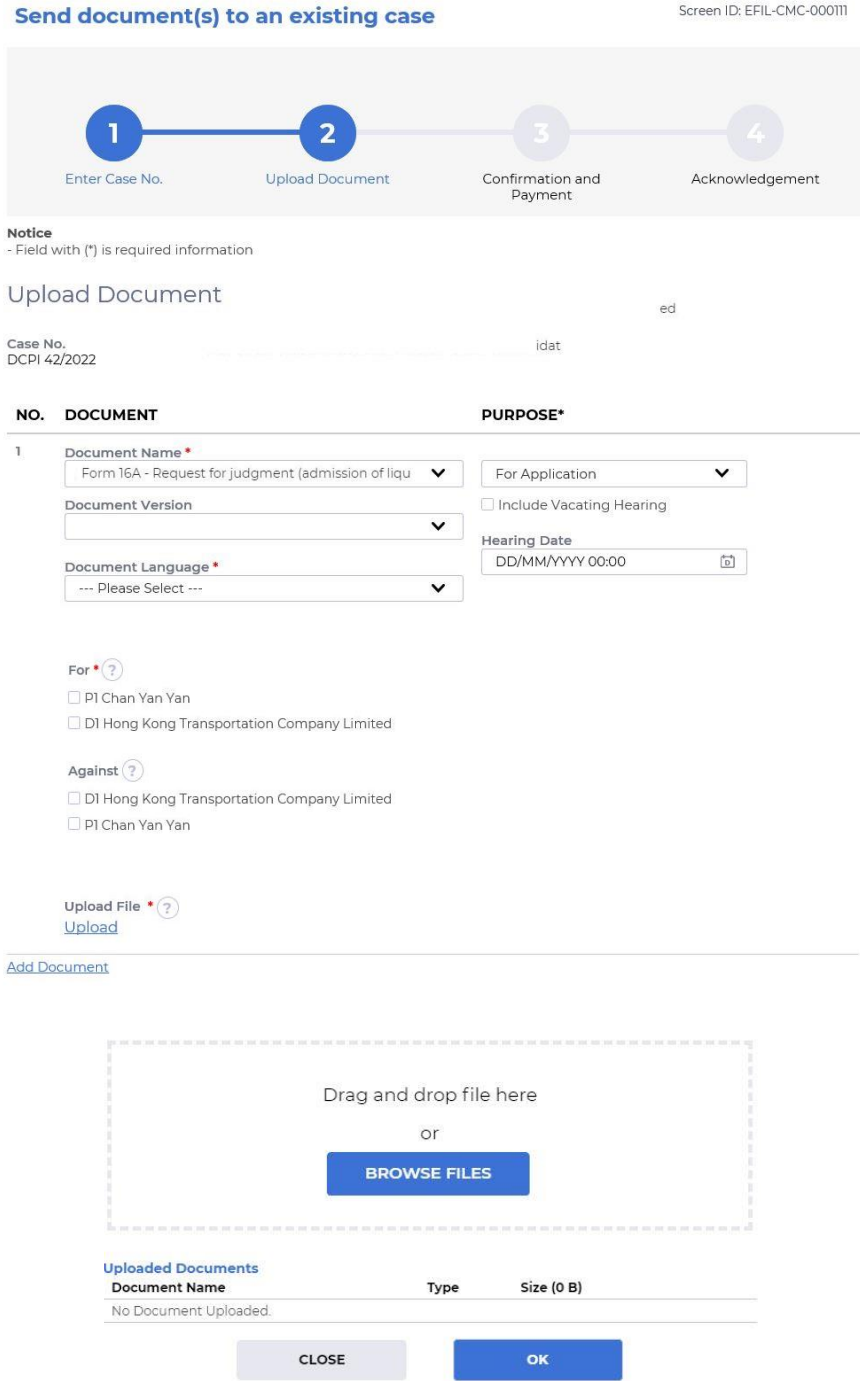
File O.13A Admission (Plaintiff)

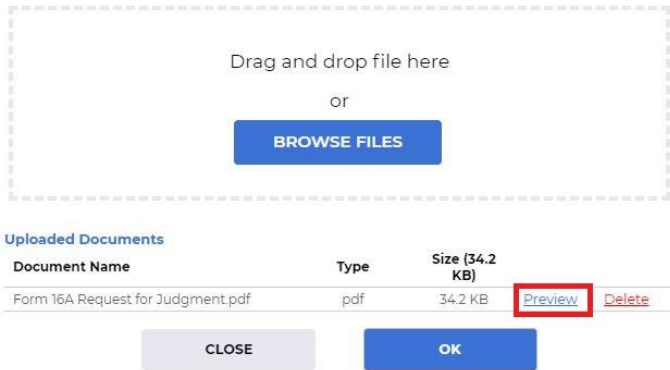
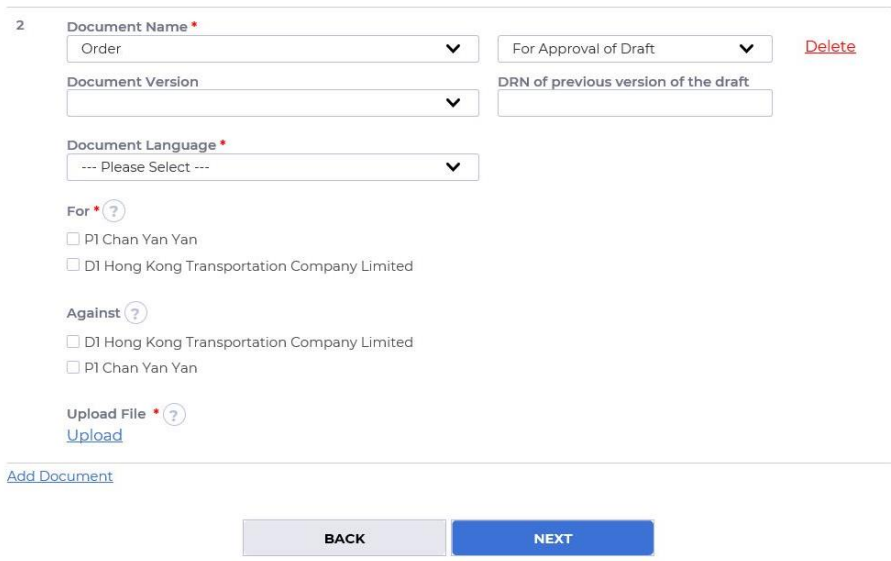
This step-by-step guide outlines the general process required to send documents using iCMS. It is for general guidance only. The screenshots provided hereunder are for general illustration purpose and may not be specific for the case/document concerned.

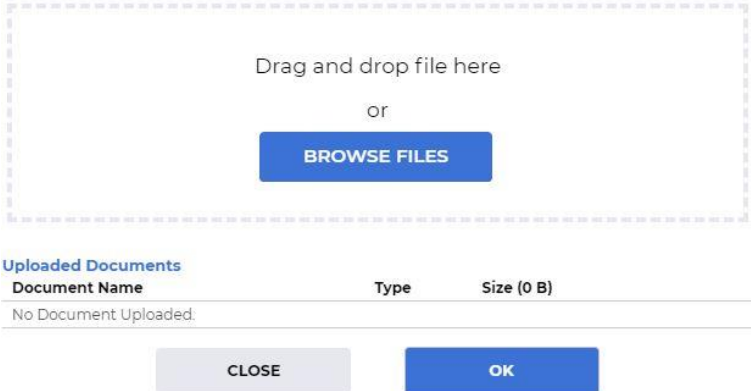
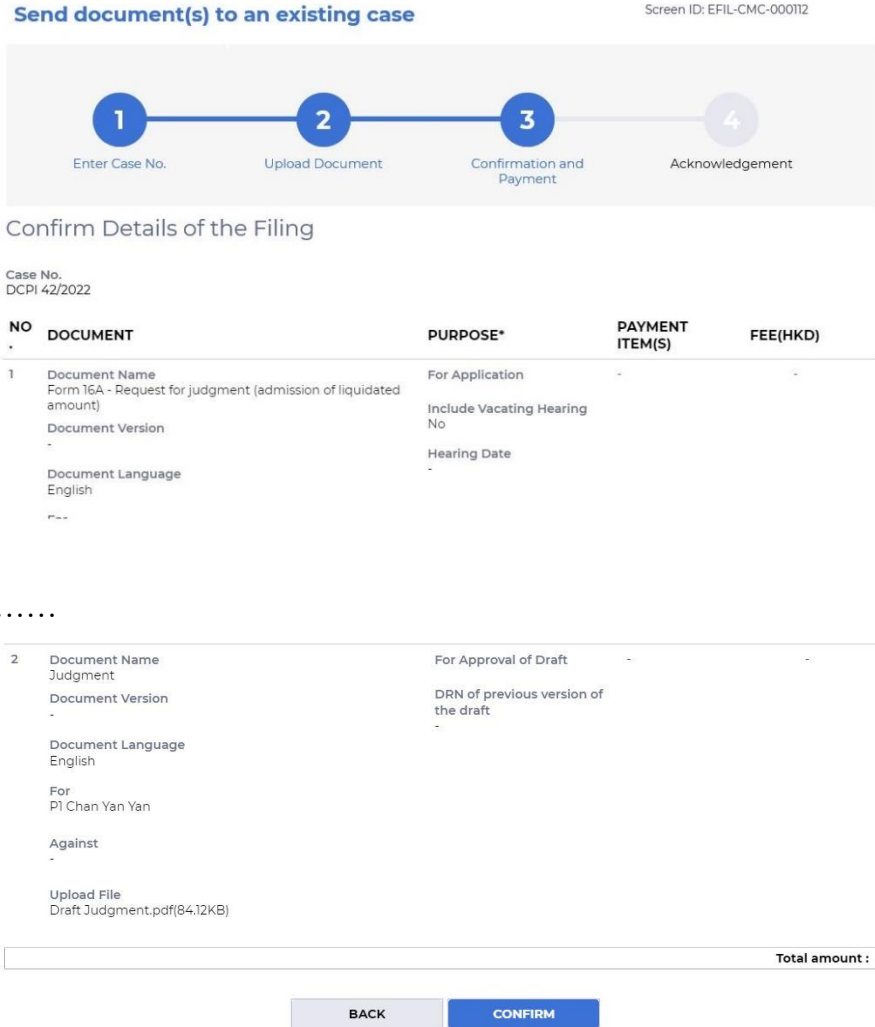
Item	Process	Relevant screenshots for reference
1.	<p><u>Login user account</u></p> <p>By Organization User (“OU”) or Individual User (“IU”) account holder</p> <p><i>[Note: Please refer to relevant step-by-step guide “Account Login and Logout” for more information if necessary.]</i></p> <p>For OU account holder, he/she should have been duly assigned to handle the case concerned with proper user role.</p> <p><i>[Note: Please refer to relevant step-by-step guide under the subject of “Assign default OU Account(s) and court case(s)” for more information if necessary.]</i></p>	<p>Organization User</p> <p style="text-align: right;">Screen ID: AUTH-LGN-00001</p> <div style="text-align: center;"> <h3>LOGIN</h3> <p>Please fill in the information below. Fields marked with an asterisk (*) are mandatory.</p> <p>Account Type <input type="text" value="Organization"/></p> <p>Organization Code * Login Name * <input type="text"/> <input type="text"/></p> <p>Password * <input type="text"/></p> <p>LOGIN</p> <p>Register an Account Account Activation Reset Password</p> </div> <p>Individual User</p> <p style="text-align: right;">Screen ID: AUTH-LGN-00001</p> <div style="text-align: center;"> <h3>LOGIN</h3> <p>Please fill in the information below. Fields marked with an asterisk (*) are mandatory.</p> <p>Account Type <input iu")"="" type="text" value="Individual User ("/></p> <p>Organization Code * Login Name * <input type="text"/> <input type="text"/></p> <p>Password * <input type="text"/></p> <p>LOGIN</p> <p>Register an Account Account Activation Reset Password</p> </div>

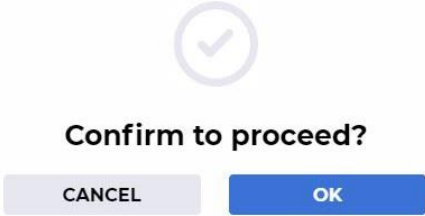
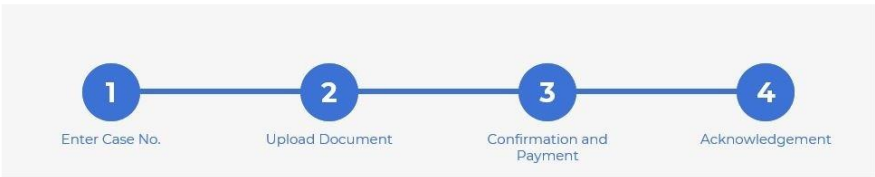
Step-by-step guide – “File O.13A Admission (Plaintiff)”


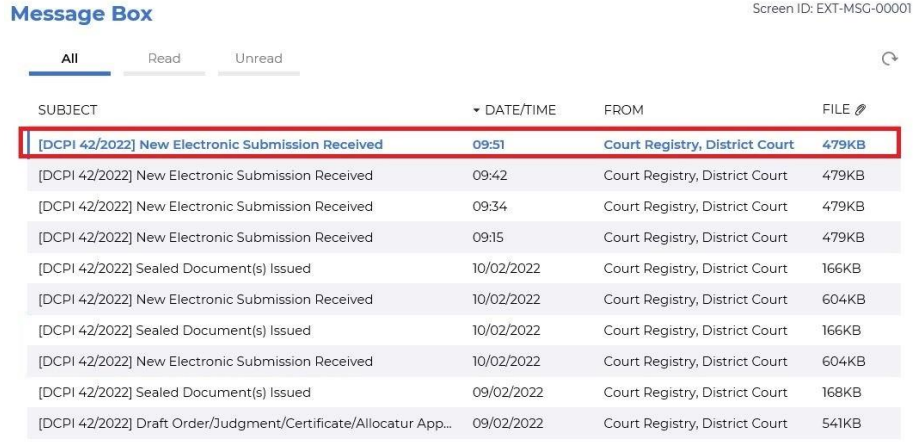
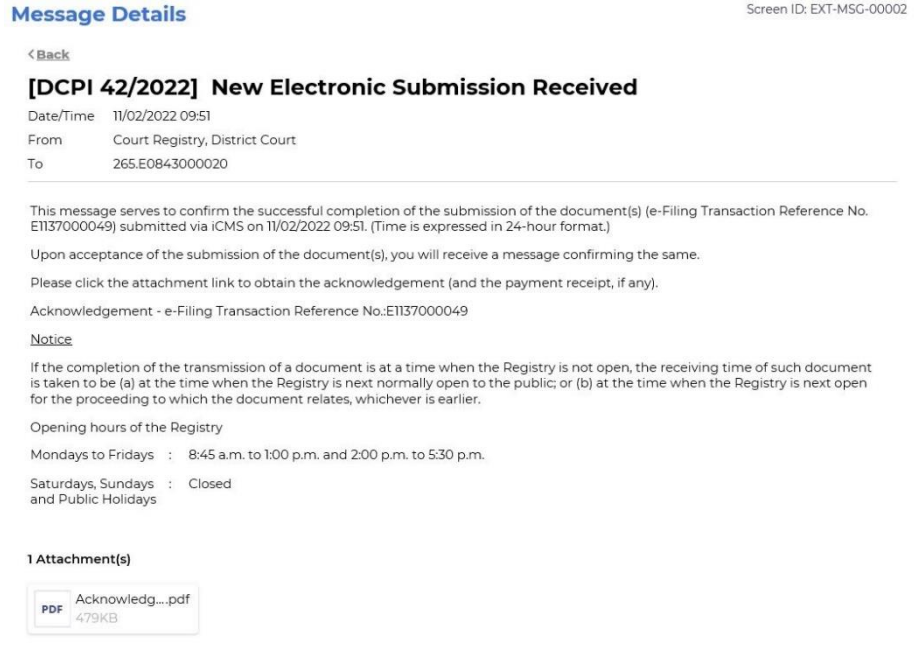
Item	Process	Relevant screenshots for reference
2.	<p><u>Access e-Filing function</u></p> <p>Select court level, e.g. “District Court”></p> <p>Click “Electronic Filing” ></p> <p>Select “Send Document(s)”></p>	
3.	<p><u>Select the required function</u></p> <p>Select “Send document(s) to an existing case” ></p> <p>Tick the checkbox “I acknowledge that I have read and understood the Note to Sender above.” ></p> <p>Click “NEXT”></p>	
4.	<p><u>Enter case no.</u></p> <p>Input “Case No.*”></p> <p>Select “No” in “Related to taxation proceedings? *”></p> <p>Click “NEXT”></p>	<p>Step 1: Enter Case No.</p> 

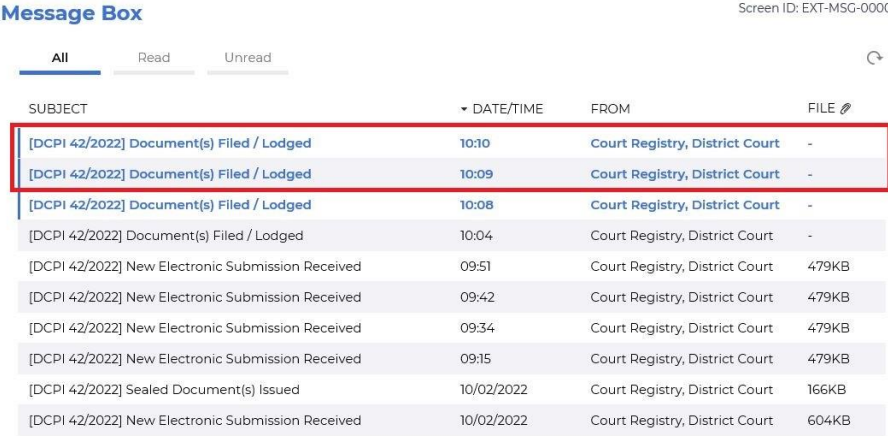
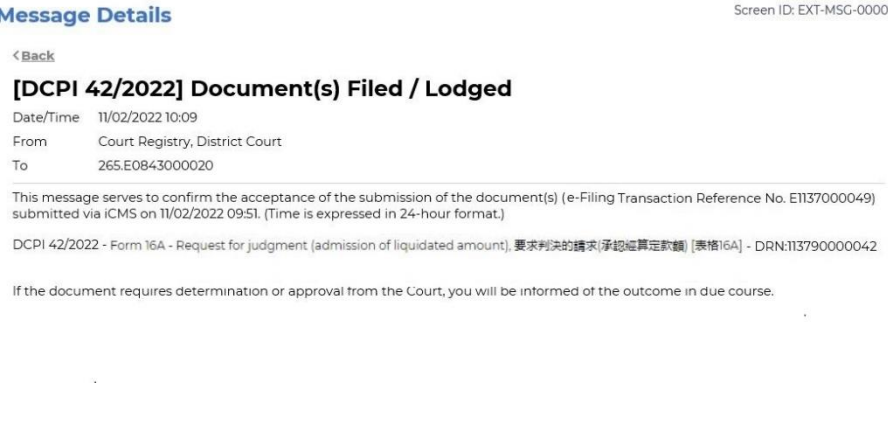
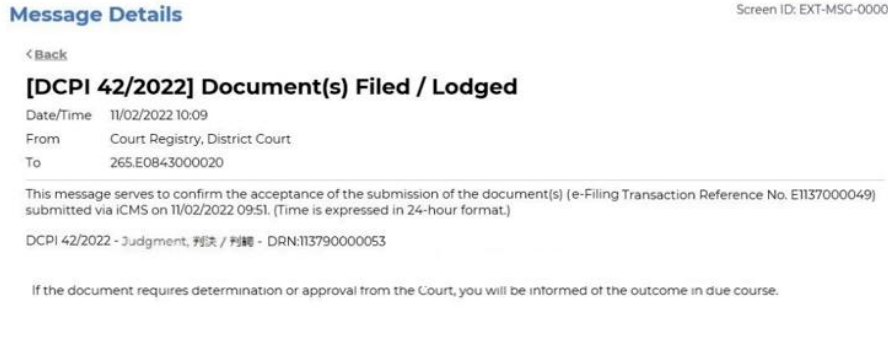
Item	Process	Relevant screenshots for reference
5.	<p><u>Upload document</u></p> <p>Select “Form 16A - Request for judgment (admission of liquidated amount)/ Form 16B - Reply to part admission of liquidated amount and Request for judgment/ Form 16D – Request for judgment (admission of unliquidated amount)/ Form 16E – Reply to admission of unliquidated amount and Request for judgment” in “Document Name”></p> <p>Select “For Application” in “PURPOSE”></p> <p>Select language in “Document Language”></p> <p>Tick the checkboxes under “For*” /and “Against”></p> <p>Click “Upload”></p> <p>Click “BROWSE FILES” and select document></p> <p><i>[Note: You may also use “Drag and drop file here” to upload document file. Please refer to the step-by-step guide “Upload document using ‘drag and drop’ feature” for more information.]</i></p>	<p>Step 2: Upload Document</p> 



Item	Process	Relevant screenshots for reference
6.	<p><u>Preview uploaded document</u></p> <p>Document name is displayed under “Uploaded Documents”</p> <p>Click “Preview” to view the image of the document></p> <p>Click “OK” if the uploaded document is in order></p> <p>Or, click “Delete” if the uploaded document is not in order></p> <p>Click “Add Document” to add judgment/ order for approval of draft (if applicable), or click “NEXT” to skip item 7></p>	 <p>The screenshot shows a file upload interface. At the top, there is a dashed box with the text "Drag and drop file here" and "or" followed by a blue "BROWSE FILES" button. Below this is a table titled "Uploaded Documents". The table has three columns: "Document Name", "Type", and "Size (34.2 KB)". A single row is visible with the document name "Form 16A Request for Judgment.pdf", type "pdf", and size "34.2 KB". To the right of the size column, there are two buttons: "Preview" (highlighted with a red box) and "Delete". Below the table are two buttons: "CLOSE" and "OK".</p>
7.	<p><u>Upload Document</u></p> <p>Select “Judgment/ Order” in “Document Name”></p> <p>Select “For Approval of Draft” in “PURPOSE*”></p> <p>Select language in “Document Language*”></p> <p>Tick the checkboxes under “For*” /and “Against”></p> <p>Click “Upload”></p> <p>Click “BROWSE FILES” and select document></p> <p><i>[Note: You may also use “Drag and drop file here” to upload document file. Please refer to the step-by-step guide “Upload document using</i></p>	<p>Step 2: Upload Document</p>  <p>The screenshot shows a form titled "Step 2: Upload Document". It includes several fields: "Document Name" (dropdown menu with "Order" selected), "Document Version" (dropdown menu), "Document Language" (dropdown menu with "Please Select" selected), "For" (checkboxes for "P1 Chan Yan Yan" and "D1 Hong Kong Transportation Company Limited"), "Against" (checkboxes for "D1 Hong Kong Transportation Company Limited" and "P1 Chan Yan Yan"), and "Upload File" (button with "Upload" text). There are also "Delete" and "Add Document" links. At the bottom, there are "BACK" and "NEXT" buttons.</p>

Item	Process	Relevant screenshots for reference															
	<p><i>‘drag and drop’ feature” for more information.]</i></p> <p>To preview uploaded document, repeat steps in item 6.</p> <p>Click “NEXT”></p>																
8.	<p><u>Confirm details of the filing</u></p> <p>If filing details are in order, click “CONFIRM”></p>	<p>Step 3: Confirm Details of the Filing</p>  <p>Screen ID: EFIL-CMC-000112</p> <p>1 Enter Case No. 2 Upload Document 3 Confirmation and Payment 4 Acknowledgement</p> <p>Confirm Details of the Filing</p> <p>Case No. DCPI 42/2022</p> <table border="1"> <thead> <tr> <th>NO</th> <th>DOCUMENT</th> <th>PURPOSE*</th> <th>PAYMENT ITEM(S)</th> <th>FEE(HKD)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Document Name Form 16A - Request for judgment (admission of liquidated amount) Document Version - Document Language English ---</td> <td>For Application Include Vacating Hearing No Hearing Date -</td> <td>-</td> <td>-</td> </tr> <tr> <td>2</td> <td>Document Name Judgment Document Version - Document Language English For Pl Chan Yan Yan Against - Upload File Draft Judgment.pdf(84.12KB)</td> <td>For Approval of Draft DRN of previous version of the draft -</td> <td>-</td> <td>-</td> </tr> </tbody> </table> <p>.....</p> <p>Total amount : -</p> <p>BACK CONFIRM</p>	NO	DOCUMENT	PURPOSE*	PAYMENT ITEM(S)	FEE(HKD)	1	Document Name Form 16A - Request for judgment (admission of liquidated amount) Document Version - Document Language English ---	For Application Include Vacating Hearing No Hearing Date -	-	-	2	Document Name Judgment Document Version - Document Language English For Pl Chan Yan Yan Against - Upload File Draft Judgment.pdf(84.12KB)	For Approval of Draft DRN of previous version of the draft -	-	-
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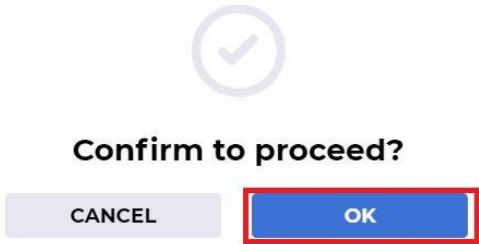
Item	Process	Relevant screenshots for reference																																													
	<p>Click “OK” to “Confirm to proceed?”></p> <p>Or, if filing details are not in order, click “BACK” to return to the previous steps to rectify any of the inputted data></p>	<p>Popup of confirm to proceed</p> 																																													
<p>9.</p>	<p><u>Acknowledgement</u></p> <p>Click “SAVE ACKNOWLEDGEMENT”></p> <p>Click “DOWNLOAD” in the popup of “Confirm to download file?”></p> <p>Click “Open file” to retrieve the Acknowledgement></p>	<p>Step 4: Acknowledgement</p> <p>Send document(s) to an existing case Screen ID: EFIL-CMC-000113</p>  <p>Notice</p> <p>If the completion of the transmission of a document is at a time when the Registry is not open, the receiving time of such document is taken to be (a) at the time when the Registry is next normally open to the public; or (b) at the time when the Registry is next open for the proceeding to which the document relates, whichever is earlier.</p> <p>Acknowledgement</p> <p>Submitted By: Mr. Lau To Fu (265.E0843000020) Organization: Happy Company</p> <p>Submitted On: 11/02/2022 09:51:19 e-Filing Transaction Reference No.: E1137000049</p> <p>e-Payment Transaction Date Time: - e-Payment Transaction Reference No.: -</p> <p>e-Payment Method: -</p> <p>Transaction Summary</p> <table border="1" data-bbox="625 1247 1495 1360"> <thead> <tr> <th>NO.</th> <th>CASE NO.</th> <th>CASE TYPE</th> <th>PAYMENT ITEM(S)</th> <th>FEE (HKD)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>DCPI 42/2022</td> <td>Personal Injuries Action</td> <td>-</td> <td>-</td> </tr> <tr> <td colspan="4"></td> <td style="text-align: right;">Total amount : -</td> </tr> </tbody> </table> <p>The Following Document(s) Have Been Uploaded</p> <table border="1" data-bbox="625 1444 1495 1822"> <thead> <tr> <th>NO.</th> <th>PURPOSE</th> <th>DOCUMENT LANGUAGE</th> <th>DOCUMENT NAME</th> <th>UPLOAD FILE</th> <th>DRN</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>For Application</td> <td>English</td> <td>Form 16A - Request for judgment (admission of liquidated amount)</td> <td>Form 16A Request for Judgment.pdf(34.24KB)</td> <td>113790000042</td> </tr> <tr> <td colspan="6">Hearing Date: -</td> </tr> <tr> <td>2</td> <td>For Approval of Draft</td> <td>English</td> <td>Judgment</td> <td>Draft Judgment.pdf(84.12KB)</td> <td>113790000053</td> </tr> <tr> <td colspan="6">DRN of previous version of the draft: -</td> </tr> </tbody> </table> <p>Please save or print the Acknowledgement/Payment Receipt as a proof of your filing/payment and for subsequent refund purpose, if necessary.</p> <p style="text-align: center;">SAVE ACKNOWLEDGEMENT</p>	NO.	CASE NO.	CASE TYPE	PAYMENT ITEM(S)	FEE (HKD)	1	DCPI 42/2022	Personal Injuries Action	-	-					Total amount : -	NO.	PURPOSE	DOCUMENT LANGUAGE	DOCUMENT NAME	UPLOAD FILE	DRN	1	For Application	English	Form 16A - Request for judgment (admission of liquidated amount)	Form 16A Request for Judgment.pdf(34.24KB)	113790000042	Hearing Date: -						2	For Approval of Draft	English	Judgment	Draft Judgment.pdf(84.12KB)	113790000053	DRN of previous version of the draft: -					
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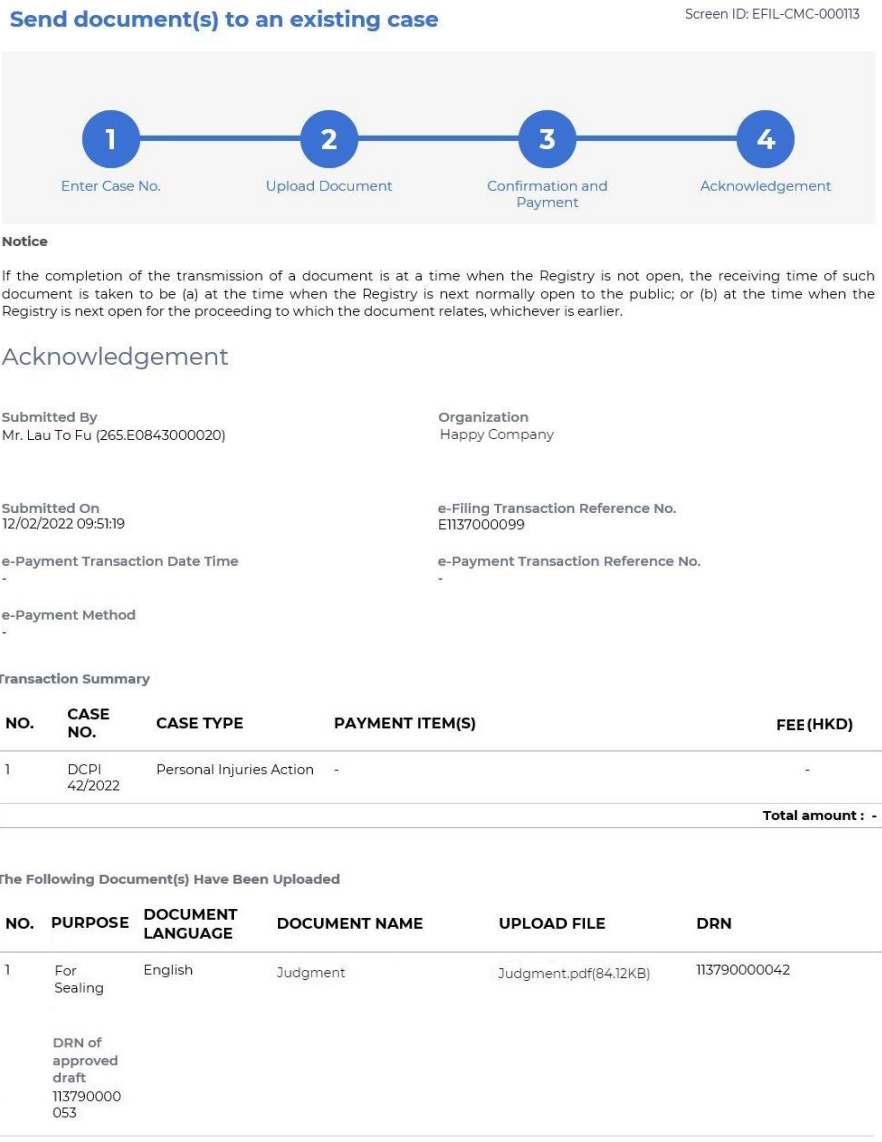
Item	Process	Relevant screenshots for reference
		
<p>10.</p> <p><u>Acknowledgement message sent to the message box of OU/IU as appropriate</u></p> <p>Click “Home”></p> <p>Access Message Box></p> <p>Click the message header to read the content</p>		<p>Message box with message header(s) appears on the landing page</p>  <p>Click the message header to read the content and the attachment therein</p> 

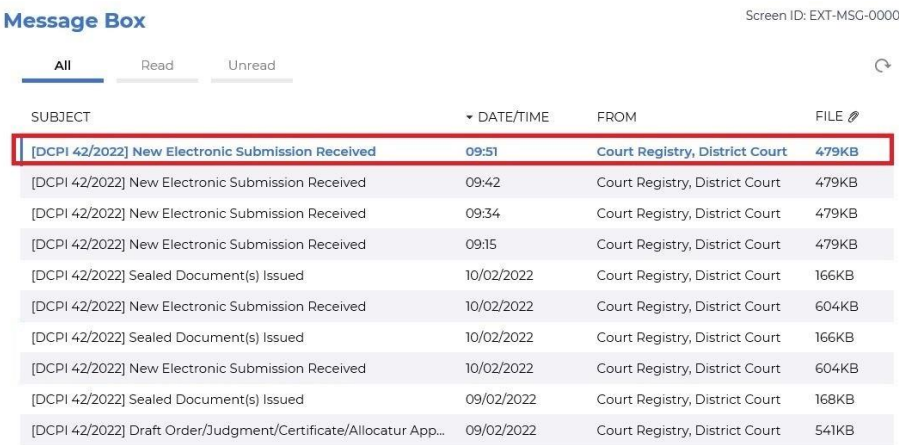
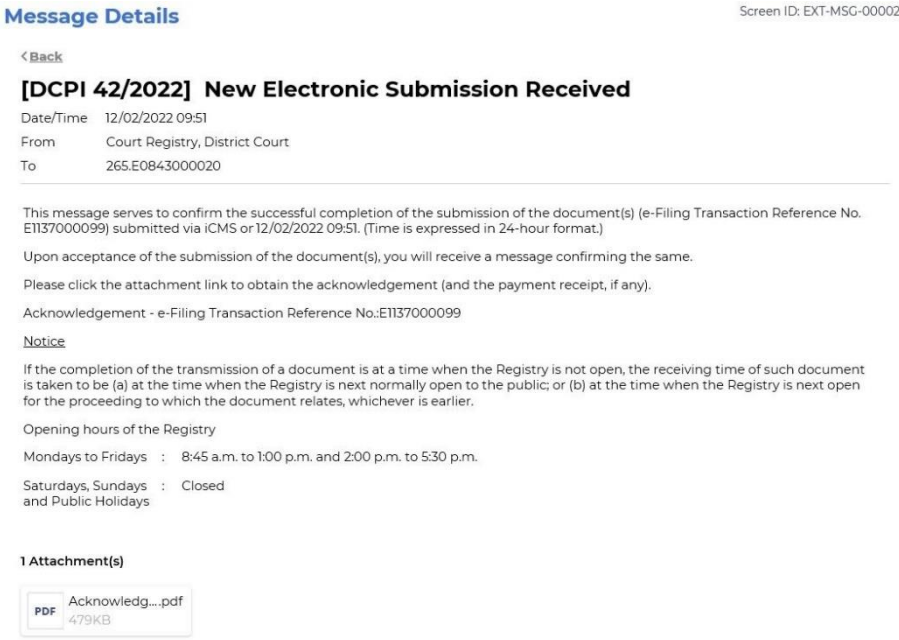

Item	Process	Relevant screenshots for reference
11.	Internal process by Judiciary	Sender will receive message in iCMS message box after internal vetting by Judiciary
12.	<p><u>Confirmation message sent to the message box of OU/IU as appropriate</u></p> <p>Login and access Message Box></p> <p>Click the message header to read the content</p>	<p>Message box with message header(s) appears on the landing page</p>  <p>Click the message header to read the content therein</p>  
13.	Internal process by Judiciary	<p>Sender will receive message in iCMS message box after approval on the draft</p> <p><i>[Note: Sender will receive a separate message in iCMS message box if the document(s) is/ are found not in order.]</i></p>


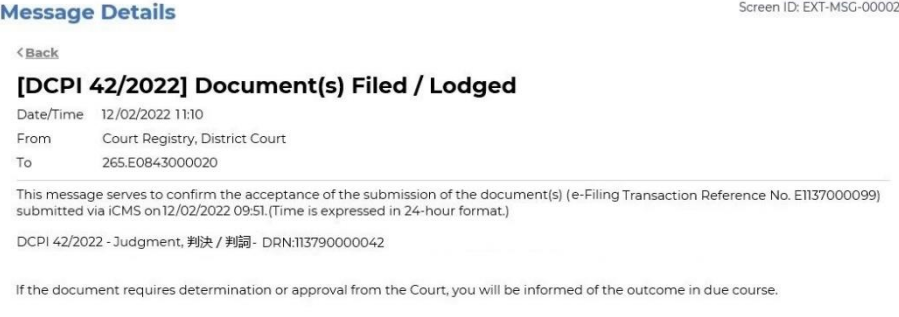
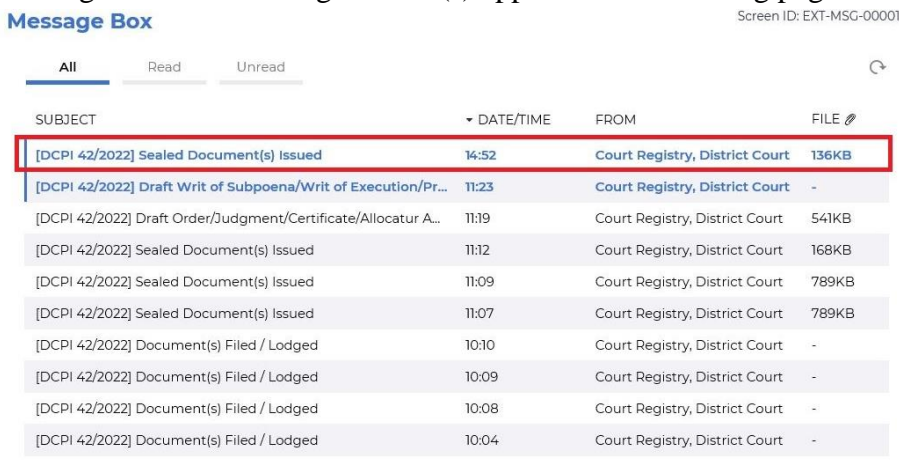
Item	Process	Relevant screenshots for reference																																												
14.	<p><u>Draft approved message sent to the message box of OU/ IU as appropriate</u></p> <p>Login and access Message Box></p> <p>Click the message header to read the content</p>	<p>Message box with message header(s) appears on the landing page</p>  <p>Message Box Screen ID: EXT-MSG-00001</p> <p>All Read Unread</p> <table border="1"> <thead> <tr> <th>SUBJECT</th> <th>DATE/TIME</th> <th>FROM</th> <th>FILE</th> </tr> </thead> <tbody> <tr> <td>[DCPI 42/2022] Draft Writ of Subpoena/Writ of Execution/Pra...</td> <td>11:23</td> <td>Court Registry, District Court</td> <td>-</td> </tr> <tr style="border: 2px solid red;"> <td>[DCPI 42/2022] Draft Order/Judgment/Certificate/Allocatur A...</td> <td>11:19</td> <td>Court Registry, District Court</td> <td>541KB</td> </tr> <tr> <td>[DCPI 42/2022] Sealed Document(s) Issued</td> <td>11:12</td> <td>Court Registry, District Court</td> <td>168KB</td> </tr> <tr> <td>[DCPI 42/2022] Sealed Document(s) Issued</td> <td>11:09</td> <td>Court Registry, District Court</td> <td>789KB</td> </tr> <tr> <td>[DCPI 42/2022] Sealed Document(s) Issued</td> <td>11:07</td> <td>Court Registry, District Court</td> <td>789KB</td> </tr> <tr> <td>[DCPI 42/2022] Document(s) Filed / Lodged</td> <td>10:10</td> <td>Court Registry, District Court</td> <td>-</td> </tr> <tr> <td>[DCPI 42/2022] Document(s) Filed / Lodged</td> <td>10:09</td> <td>Court Registry, District Court</td> <td>-</td> </tr> <tr> <td>[DCPI 42/2022] Document(s) Filed / Lodged</td> <td>10:08</td> <td>Court Registry, District Court</td> <td>-</td> </tr> <tr> <td>[DCPI 42/2022] Document(s) Filed / Lodged</td> <td>10:04</td> <td>Court Registry, District Court</td> <td>-</td> </tr> <tr> <td>[DCPI 42/2022] New Electronic Submission Received</td> <td>09:51</td> <td>Court Registry, District Court</td> <td>479KB</td> </tr> </tbody> </table> <p>Clicks the message header to read the content and the attachment therein</p>  <p>Message Details Screen ID: EXT-MSG-00002</p> <p>< Back</p> <p>[DCPI 42/2022] Draft Order/Judgment/Certificate/Allocatur Approved by the Court</p> <p>Date/Time 11/02/2022 11:19 From Court Registry, District Court To 265.E0843000020</p> <p>This message serves to inform you that the draft document(s) (e-Filing Transaction Reference No. E1137000049) submitted via iCMS on 11/02/2022 09:51 has / have been approved by the Court. (Time is expressed in 24-hour format.)</p> <p>Approved draft was attached. When uploading the faired version of the document, please select "For Sealing" in the "Purpose" field and quote the DRN of this approved draft for our further processing.</p> <p>Please click the attachment link to obtain the approved draft.</p> <p>DCPI 42/2022 - Judgment, 判決 / 判轉 lodged on 11/02/2022 - DRN:113790000053</p> <p>1 Attachment(s)</p> <p>PDF DCPI 42-202... .pdf 541KB</p>	SUBJECT	DATE/TIME	FROM	FILE	[DCPI 42/2022] Draft Writ of Subpoena/Writ of Execution/Pra...	11:23	Court Registry, District Court	-	[DCPI 42/2022] Draft Order/Judgment/Certificate/Allocatur A...	11:19	Court Registry, District Court	541KB	[DCPI 42/2022] Sealed Document(s) Issued	11:12	Court Registry, District Court	168KB	[DCPI 42/2022] Sealed Document(s) Issued	11:09	Court Registry, District Court	789KB	[DCPI 42/2022] Sealed Document(s) Issued	11:07	Court Registry, District Court	789KB	[DCPI 42/2022] Document(s) Filed / Lodged	10:10	Court Registry, District Court	-	[DCPI 42/2022] Document(s) Filed / Lodged	10:09	Court Registry, District Court	-	[DCPI 42/2022] Document(s) Filed / Lodged	10:08	Court Registry, District Court	-	[DCPI 42/2022] Document(s) Filed / Lodged	10:04	Court Registry, District Court	-	[DCPI 42/2022] New Electronic Submission Received	09:51	Court Registry, District Court	479KB
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15.	<p><u>Access e-Filing function and repeat Step 1: Enter case No.</u></p>	<p>Repeat items 2 to 4 above to access e-Filing function and repeat <u>Step 1: Enter Case No.</u></p>																																												

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16.	<p><u>Upload document</u></p> <p>Select “Judgment”/ “Order” in “Document Name*”></p> <p>Select “For Sealing” in “PURPOSE*”></p> <p>Input “DRN of approved draft*”></p> <p><i>[Note: DRN of approved draft can be found at the draft approved by court.]</i></p> <p>Select language in “Document Language*” ></p> <p>Tick the checkboxes under “For*” /and “Against”></p> <p>Click “Upload” button></p> <p>Click “BROWSE FILES” and select document></p> <p><i>[Note: You may also use “Drag and drop file here” to upload document file. Please refer to the step-by-step guide “Upload document using ‘drag and drop’ feature” for more information.]</i></p> <p>To preview uploaded document, repeat steps in item 6.</p> <p>Click “NEXT”></p>	<p>Step 2: Upload Document</p> <p>Send document(s) to an existing case Screen ID: EFIL-CMC-000111</p> <p>1 Enter Case No. 2 Upload Document 3 Confirmation and Payment 4 Acknowledgement</p> <p>Notice - Field with (*) is required information</p> <p>Upload Document</p> <p>Case No. DCPI 42/2022</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DOCUMENT</th> <th>PURPOSE*</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Document Name* Judgment</td> <td>For Sealing</td> </tr> </tbody> </table> <p>Document Version DRN of approved draft*</p> <p>Document Language* --- Please Select ---</p> <p>For* ? <input type="checkbox"/> PI Chan Yan Yan <input type="checkbox"/> DI Hong Kong Transportation Company Limited</p> <p>Against ? <input type="checkbox"/> DI Hong Kong Transportation Company Limited <input type="checkbox"/> PI Chan Yan Yan</p> <p>Upload File* ? Upload</p> <p>Add Document</p> <p>BACK NEXT</p> <p>Drag and drop file here or BROWSE FILES</p> <p>Uploaded Documents</p> <table border="1"> <thead> <tr> <th>Document Name</th> <th>Type</th> <th>Size (0 B)</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Document Uploaded.</td> </tr> </tbody> </table> <p>CLOSE OK</p>	NO.	DOCUMENT	PURPOSE*	1	Document Name* Judgment	For Sealing	Document Name	Type	Size (0 B)	No Document Uploaded.		
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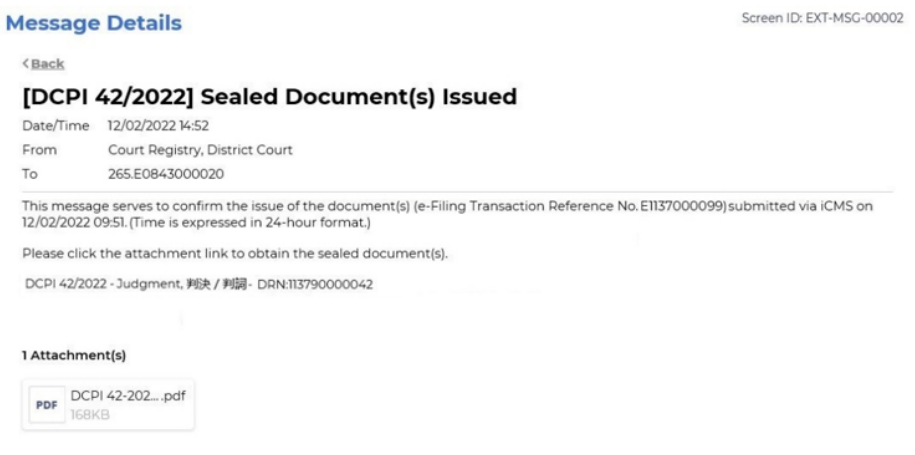
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17.	<p><u>Confirm details of the filing</u></p> <p>If filing details are in order, click “CONFIRM”></p> <p>Click “OK” to “Confirm to proceed?”></p> <p>Or, if filing details are not in order, click “BACK” to return to the previous steps to rectify any of the inputted data></p>	<p>Step 3: Confirm Details of the Filing</p>  <p>Screen ID: EFIL-CMC-000112</p> <p>Confirm Details of the Filing</p> <p>Case No. DCPI 42/2022</p> <table border="1"> <thead> <tr> <th>NO</th> <th>DOCUMENT</th> <th>PURPOSE*</th> <th>PAYMENT ITEM(S)</th> <th>FEE(HKD)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Document Name Judgment</td> <td>For Sealing</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>Document Version -</td> <td>DRN of approved draft 113790000053</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Document Language English</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>For Pl Chan Yan Yan</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Against D1 Hong Kong Transportation Company Limited</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Upload File Judgment.pdf(84.12KB)</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Total amount : -</p> <p>BACK CONFIRM</p> <p>Popup of confirm to proceed</p> 	NO	DOCUMENT	PURPOSE*	PAYMENT ITEM(S)	FEE(HKD)	1	Document Name Judgment	For Sealing	-	-		Document Version -	DRN of approved draft 113790000053				Document Language English					For Pl Chan Yan Yan					Against D1 Hong Kong Transportation Company Limited					Upload File Judgment.pdf(84.12KB)			
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18.	<p><u>Acknowledgement</u></p> <p>Click “SAVE ACKNOWLEDGEMENT”></p> <p>Click “DOWNLOAD” in the popup of “Confirm to download file?”></p> <p>Click “Open file” to retrieve the Acknowledgement></p>	<p>Step 4: Acknowledgement</p>  <p>Screen ID: EFIL-CMC-000113</p> <p>Send document(s) to an existing case</p> <p>1 Enter Case No. 2 Upload Document 3 Confirmation and Payment 4 Acknowledgement</p> <p>Notice</p> <p>If the completion of the transmission of a document is at a time when the Registry is not open, the receiving time of such document is taken to be (a) at the time when the Registry is next normally open to the public; or (b) at the time when the Registry is next open for the proceeding to which the document relates, whichever is earlier.</p> <p>Acknowledgement</p> <table border="1"> <tr> <td>Submitted By</td> <td>Mr. Lau To Fu (265.E0843000020)</td> <td>Organization</td> <td>Happy Company</td> </tr> <tr> <td>Submitted On</td> <td>12/02/2022 09:51:19</td> <td>e-Filing Transaction Reference No.</td> <td>E1137000099</td> </tr> <tr> <td>e-Payment Transaction Date Time</td> <td>-</td> <td>e-Payment Transaction Reference No.</td> <td>-</td> </tr> <tr> <td>e-Payment Method</td> <td>-</td> <td></td> <td></td> </tr> </table> <p>Transaction Summary</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>CASE NO.</th> <th>CASE TYPE</th> <th>PAYMENT ITEM(S)</th> <th>FEE (HKD)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>DCPI 42/2022</td> <td>Personal Injuries Action</td> <td>-</td> <td>-</td> </tr> <tr> <td colspan="4" style="text-align: right;">Total amount : -</td> <td></td> </tr> </tbody> </table> <p>The Following Document(s) Have Been Uploaded</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>PURPOSE</th> <th>DOCUMENT LANGUAGE</th> <th>DOCUMENT NAME</th> <th>UPLOAD FILE</th> <th>DRN</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>For Sealing</td> <td>English</td> <td>Judgment</td> <td>Judgment.pdf(84,12KB)</td> <td>11379000042</td> </tr> <tr> <td></td> <td>DRN of approved draft</td> <td></td> <td></td> <td></td> <td>113790000053</td> </tr> </tbody> </table> <p>Please save or print the Acknowledgement/Payment Receipt as a proof of your filing/payment and for subsequent refund purpose, if necessary.</p> <p>SAVE ACKNOWLEDGEMENT</p> <p>Confirm to download file?</p> <p>CLOSE DOWNLOAD</p> <p>Acknowledgement -....pdf Open file</p>	Submitted By	Mr. Lau To Fu (265.E0843000020)	Organization	Happy Company	Submitted On	12/02/2022 09:51:19	e-Filing Transaction Reference No.	E1137000099	e-Payment Transaction Date Time	-	e-Payment Transaction Reference No.	-	e-Payment Method	-			NO.	CASE NO.	CASE TYPE	PAYMENT ITEM(S)	FEE (HKD)	1	DCPI 42/2022	Personal Injuries Action	-	-	Total amount : -					NO.	PURPOSE	DOCUMENT LANGUAGE	DOCUMENT NAME	UPLOAD FILE	DRN	1	For Sealing	English	Judgment	Judgment.pdf(84,12KB)	11379000042		DRN of approved draft				113790000053
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Step-by-step guide – “File O.13A Admission (Plaintiff)”

Item	Process	Relevant screenshots for reference
		<p>Click the message header to read the content and the attachment therein</p>  <p>Screen ID: EXT-MSG-00002</p> <p>< Back</p> <p>[DCPI 42/2022] Sealed Document(s) Issued</p> <p>Date/Time 12/02/2022 14:52 From Court Registry, District Court To 265.E0843000020</p> <p>This message serves to confirm the issue of the document(s) (e-Filing Transaction Reference No.E1137000099) submitted via iCMS on 12/02/2022 09:51. (Time is expressed in 24-hour format.)</p> <p>Please click the attachment link to obtain the sealed document(s).</p> <p>DCPI 42/2022 - Judgment, 判決 / 判額 - DRN:113790000042</p> <p>1 Attachment(s)</p> <p>PDF DCPI 42-202...pdf 168KB</p>

Internal process by Judiciary