



محكمة قطر الدولية  
ومركز تسوية المنازعات  
QATAR INTERNATIONAL COURT  
AND DISPUTE RESOLUTION CENTRE

## **QICDRC PRACTICE DIRECTION No. 1/2022: SMALL CLAIMS**

### *The Power of the QICDRC to issue Practice Directions*

1. This Practice Directions is issued pursuant to Article 37.2 of the Regulations and Procedural Rules of the Court and takes effect from 1 February 2022.
2. The purpose of this Practice Direction is to establish a standard procedure for dealing with small claims. Nothing in this Practice Direction limits the power of the Registrar or the Court to issue case management directions as considered appropriate in individual cases or to try and facilitate resolution of the dispute.
3. This Practice Direction must be considered alongside the Regulations and Procedural Rules of the Court ('the Rules') which continue to apply to small claims save where specific provision is made in this Practice Direction. Where there may be an apparent conflict between the Rules and this Practice Direction, this Practice Direction provides guidance as to the way the Rules are to be interpreted and applied.

### *Small Claims*

4. The question whether a claim is a small claim will be determined as follows:
  - a. Any case (whether brought by or against an individual or corporation or other entity) with a monetary value of up to and including QAR 100,000.00 will be considered a small claim. For the purposes of determining the monetary value

of a claim, the amount of any counterclaim will also be taken into account by the Registrar.

- b. For cases with no monetary value, the Registrar will consider whether, upon issue of the claim, the claim ought properly to be considered as a small claim.
  - c. In appropriate cases and with the consent of the parties, a case may be allocated by the Registrar to the small claims track even where the monetary value of the claim exceeds QAR 100,000.00.
  - d. If a case has particular features which makes it undesirable to be allocated to the small claims track then, notwithstanding its monetary value, the Registrar may decide not to allocate the case to the small claims track
  - e. The decision of the Registrar is final, subject to any request for reconsideration made to the President or a Judge nominated by him.
5. Where a case is considered to be a small claim, it will be allocated to a specialist small claims track within the First Instance Circuit of the Court.
6. Once a case has been allocated to the small claims track, it may be removed from that track if the Registrar or the Court considers it desirable.

*Standard Procedure on the Small Claims Track*

7. Upon the issue of a claim by the Registry of the Court, the Registrar will indicate where a case has been allocated to the small claims track.
8. Once a case has been allocated to the small claims track and issued by the Registry, the following standard directions will apply:

- a. the Claimant will have 7 days in which to serve the Claim Form and any supporting documentation on the Defendant and, within that same period, notify the Registry of the date and manner of service, providing any evidence in support.
- b. The Defendant will have 14 days from the date of deemed service of the Claim Form to file and serve either (a) an admission to the claim, or (b) a Defence (which may include a Counterclaim). Where the Defendant wishes to challenge the jurisdiction of the Court, this should be filed and served along with the Defence.
- c. The Claimant will have 14 days from the date of deemed service of the Defence (and Counterclaim) to file and serve a Reply.
- d. Thereafter, the parties will have a further 7 days to file and serve any other relevant material in support of their respective cases.
- e. Once all the pleadings have been filed, the Registrar will determine whether or not to conduct a directions hearing before the matter progresses.

### *Hearings*

9. Ordinarily, cases allocated to the small claims track will be determined on the written materials filed and served by the parties (i.e., without an oral hearing) unless either (a) one or more parties to the case requests an oral hearing, or (b) the Court considers it desirable to hold an oral hearing.
10. In cases where an oral hearing is to be held, the hearing will take place virtually (on line by video link) unless the Court considers that there are features of the case which make it necessary for an in-person hearing to take place.

### *Representation*

11. Parties may represent themselves in cases allocated to the small claims track or may be legally represented.

### *Costs of Legal Representation*

12. The ordinary rule that the unsuccessful party to litigation will bear the reasonable costs of the successful party continues to apply. Where costs are being assessed, however, the fact that the case was allocated to the small claims track will be a relevant consideration in determining whether the amount of costs incurred was reasonable.
13. Nothing in the above provision restricts the power of the Court to make any order it sees fit in relation to the issue of costs.

### *Permission to Appeal / Appeals*

14. Judgments issued on the small claims track are judgments of the First Instance Circuit of the Court and the provisions relating to appeals in Article 35 of the Rules applies. In determining the procedure to be followed on any application for permission to appeal and any appeal, the Appellate Division of the Court will apply the provisions of paragraphs 9-13 of this Practice Direction.

### *Enforcement*

15. The provisions relating to enforcement of judgments and orders of the Court in Article 34 of the Rules apply in respect of judgments and orders issued on the small claims track.

**Lord Thomas of Cwmgiedd**  
**Effective Date: 1 March 2022**