

## **Criminal Procedure Rules 2005**

Compare between:

[20 Dec 2014, 01-e0-03] and [17 Nov 2018, 01-f0-01]

#### Western Australia

Criminal Procedure Act 2004 Juries Act 1957 Criminal Appeals Act 2004 Sentencing Act 1995

#### **Criminal Procedure Rules 2005**

## Part 1 — Preliminary

#### 1. Citation

These rules are the *Criminal Procedure Rules* 2005 <sup>1</sup>.

#### 2. Commencement

These rules come into operation on 2 May 2005 or on the day on which they are published in the *Gazette*, whichever is the later <sup>1</sup>.

#### 3. Terms used

(1) In these rules, unless the contrary intention appears — accused means a person who has been committed to the District Court or Supreme Court for trial or sentence or who is the subject of an indictment that has been lodged in one of those courts;

*clerk of arraigns*, in relation to proceedings before a court, means the associate to the judge sitting in the proceedings; *court* means the Supreme Court or, subject to the CPA section 124(2), the District Court, as the case requires;

CPA means the Criminal Procedure Act 2004;

*criminal appeal* means an appeal under the *Criminal Appeals Act 2004* Part 2 Division 2:

**DPP** means the Director of Public Prosecutions for the State or for the Commonwealth, as the case requires;

*Form*, if followed by a number, means the form of that number in Schedule 1;

lodge a document, means to lodge it with the court concerned;
offender means a person convicted of an offence;

registrar means a registrar of the court concerned;

working day means a day other than a Saturday, a Sunday, or a public holiday.

(2) A term defined in the CPA has the same meaning in these rules as it does in the CPA, unless the contrary intention appears.

#### 4. Application of these rules

- (1) These rules apply to and in relation to all cases that are
  - (a) pending when these rules commence; or
  - (b) commenced on or after these rules commence.
- (2) These rules must be read with the *Supreme Court (General) Rules* 2005.

## Part 2A — Registrars' jurisdiction

[Heading inserted-in: Gazette 15 Mar 2013 p. 1203.]

#### **Division 1** — **Delegation to registrars**

[Heading inserted-in: Gazette 15 Mar 2013 p. 1203.]

#### 5A. Delegation to registrars

(1) In this rule —

*legally qualified registrar* means a registrar who is an Australian lawyer as defined in the *Legal Profession Act 2008* section 4.

- (2) Each legally qualified registrar of the court is delegated the jurisdiction the court has, including under any other written law, other than the following jurisdiction
  - (a) to find a person guilty or not guilty of an offence;
  - (b) to discharge an accused from a charge;
  - (c) to consent to the discontinuance of a charge in a case where the accused does not consent to the discontinuance;
  - (d) to stay a prosecution;
  - (e) to set aside a committal;
  - (f) to find a person guilty of contempt of the court.

[Rule 5A inserted in: Gazette 15 Mar 2013 p. 1203-4.]

#### 5B. Registrar may refer matter to judge

(1) A registrar exercising jurisdiction delegated under rule 5A may refer any proceedings before him or her to a judge who may deal with the proceedings or refer them back with or without directions.

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(2) Pending the determination of the proceedings the registrar may make an interim order.

[Rule 5B inserted-in: Gazette 15 Mar 2013 p. 1204.]

#### Division 2 — Appeal from decision of registrar

[Heading inserted in: Gazette 15 Mar 2013 p. 1204.]

#### 5C. Appeal from decision of registrar

- (1) An appeal from a decision made by a registrar exercising jurisdiction delegated under rule 5A must be commenced by filing and serving a notice that
  - (a) sets out the particulars of the registrar's decision or that part of it to which the appeal relates; and
  - (b) sets out the final orders that it is proposed the court should make on the appeal.
- (2) The appeal does not operate as a stay of proceeding unless a judge orders otherwise.

[Rule 5C inserted-in: Gazette 15 Mar 2013 p. 1204.]

#### Part 2 — General

#### 5. Duties to be obeyed as soon as practicable

Unless these rules expressly specify a time for obeying any duty the duty must be obeyed as soon as practicable.

#### 6. Time, court may extend or shorten

The court may extend or shorten any period set by these rules for doing any act and may do so on terms.

#### 7. Adjournments, certain people to be notified

If a court adjourns a case the clerk of arraigns or a registrar must give notice of the adjournment and of the new hearing date —

- (a) to any person who is required to appear at the trial or proceeding, and any surety of such a person; and
- (b) if a person who is required to appear at the trial or proceeding is in legal custody, to the chief executive officer under the *Prisons Act 1981*.

#### 8. Forms, completion of

- (1) When completing a form in Schedule 1
  - (a) the name of a party must be capitalised according to the preference of the party; and
  - (b) the family name of a party must be underlined.

[Examples: Vincent van Gogh; Wong Hei; Mary Jane Citizen.]

- (2) A party completing a form in Schedule 1 must adapt the form to the circumstances of the case, such as where there is more than one accused.
- (3) If an item in a form in Schedule 1 does not have enough space to complete it, the party completing it must
  - (a) insert in the item "See attachment [number]"; and

(b) attach to the form a separate document titled "Attachment [number] — [name of the item]".

#### 9. Lodged documents to be served

- (1) A person who lodges a document in a case must serve it on each other party unless the CPA or these rules expressly provide otherwise or a court orders otherwise.
- (2) If under Part 3 a lawyer has given notice of being instructed to act for a person, a document to be served on the person may instead be served on the lawyer.
- (3) A document that has to be served must be served as soon as practicable after the date on which it is lodged unless these rules expressly provide otherwise or a court orders otherwise.
- (4) The document that has to be served must be served in accordance with the *Interpretation Act 1984* section 76 unless
  - (a) these rules provide otherwise; or
  - (b) the court orders otherwise.

# Part 3 — Duties of lawyer acting for accused to notify court

#### 10. Duty to notify when acting for accused

- (1) On being instructed to act for an accused, whether in the capacity of solicitor or counsel, a lawyer must lodge, and serve on the DPP, a Form 3 (Notice of acting).
- (2) The duty in subrule (1) arises
  - (a) when the accused is committed to the court for trial or sentence; or
  - (b) if the accused is not so committed, when an indictment against the accused is lodged.
- (3) Subrule (1) applies to a lawyer even if
  - (a) another lawyer also acts for the accused in another capacity;
  - (b) having been instructed to act in one capacity, the lawyer is instructed to act for the accused in another capacity.

#### 11. Duty to notify when ceasing to act for accused

- (1) A lawyer who has complied with rule 10 and who ceases to be instructed to act for an accused in any capacity must lodge, and serve on the DPP, a Form 3 at least 21 days before the date when the next court proceedings involving the accused are listed.
- (2) If it is not possible to comply with subrule (1) the lawyer must apply for leave to cease to act.
- (3) On an application for leave the court may give leave on any terms it thinks are just.

#### 12. Presumptions as to who is acting for accused

A lawyer who has lodged a Form 3 is to be taken to be acting for the accused in the capacity shown in the notice until —

- (a) the lawyer lodges another notice under rule 10 or a notice under rule 11; or
- (b) another lawyer, who acts in the same capacity, lodges a notice under rule 10; or
- (c) the court gives leave under rule 11(3).

#### 13. Lawyers acting for offenders, on appeals, etc.

- (1) This Part, with any necessary changes, also applies to a lawyer who is instructed to act or who ceases to be instructed to act for an offender.
- (2) This Part, with any necessary changes, also applies to a lawyer who is instructed to act or who ceases to be instructed to act for an accused who is a party to a criminal appeal or other proceedings arising from the trial or sentencing of the accused.

## Part 4 — Commencing and discontinuing prosecutions

#### 14. Indictments, form of (CPA s. 85)

- (1) For the purposes of the CPA section 85(2), Form 4 is the prescribed form of an indictment.
- (2) The indictment must contain a list of the witnesses that the prosecutor intends to summons to appear if the indictment proceeds to trial.

#### 15. Discontinuing prosecution (CPA s. 87)

- (1) A notice discontinuing a prosecution of a charge that is not in an indictment must be in the form of Form 5.
- (2) A notice discontinuing a prosecution of a charge that is in an indictment must be in the form of Form 6.
- (3) A notice of discontinuance must be lodged, and served on
  - (a) the accused and on any person who under the *Bail Act* 1982 is a surety for the accused; and
  - (b) any witness who is bound by a witness undertaking to appear at the trial of the accused; and
  - (c) any witness who has been served with a summons to appear at the trial of the accused.

#### 16. When accused may be required to plead

- (1) An accused must not be required to plead to a charge in an indictment until at least 21 days after the date on which the indictment is lodged unless, on an oral application by a party, the court orders otherwise.
- (2) If an indictment contains more than one charge and the court is satisfied that the accused is literate, the court may direct that the following is to occur for the purposes of requiring the accused to plead to the charges
  - (a) the accused is to be given a copy of the indictment before or at the time of being required to plead and directed to read it; and

- (b) at the time of being required to plead
  - (i) the accused is to be asked to confirm that he or she has received the copy and has read and understood it; and
  - (ii) the accused is to be read a summary of the offences charged in the indictment; and
  - (iii) the accused is to be asked how he or she pleads to the charges in the indictment.

## Part 5 — Arresting or remanding an accused

#### 17. Arrest warrant for accused, issue of

On the application of the DPP and if satisfied that —

- (a) an indictment has been lodged against an accused; or
- (b) if no indictment has been lodged, that an accused has been committed to the court for trial or sentence,

the court may issue an arrest warrant for the accused.

#### 18. Arrest warrant for accused, form of

An arrest warrant for an accused must be in form of Form 1 in the *Criminal Procedure Regulations 2005* Schedule 1.

#### 19. Remand warrant for accused, form of

A remand warrant for an accused must be in form of Form 2 in the *Criminal Procedure Regulations 2005* Schedule 1.

#### Part 6 — Disclosure rules

#### 20. Times for disclosure by prosecutor (CPA s. 95)

- (1) For the purposes of the CPA section 95(5) the prescribed period is 42 days after the date on which the accused is committed for sentence.
- (2) For the purposes of the CPA section 95(6) the prescribed period is 42 days after the date on which the accused is committed for trial.
- (3) For the purposes of the CPA section 95(7) the prescribed period is 28 days after the date on which the indictment is lodged.
- (4) For the purposes of the CPA section 95(8) the prescribed period is 28 days after the date on which the indictment is lodged.

#### 21. Time for disclosure by accused (CPA s. 96)

For the purposes of the CPA section 96(3) the prescribed period is the period ending 28 days before the date set for the trial of the accused.

[Rule 21 amended-in: Gazette 12 Jul 2011 p. 2923.]

#### 22. Disclosure requirements, orders as to (CPA s. 138)

- (1) A prosecutor applying for an order under the CPA section 138 (the *section 138 application*) may also apply for an order that the section 138 application be heard in private and in the absence of the accused.
- (2) If an application is made under subrule (1)
  - (a) the prosecutor must not serve either that application or the section 138 application on the accused; and
  - (b) the court must hear the application made under subrule (1) in private in the absence of the accused.

- If the court grants the application made under subrule (1), it may proceed to hear and determine the section 138 application but otherwise the section 138 application will be adjourned and the prosecutor must serve it on the accused.
- (4) An order made under the CPA section 138 in the absence of the accused must not be disclosed to the accused except with the leave of the court.

**Division 1** 

General

## Part 7 — Applications

#### Division 1 — General

#### 23. Applications, general rules

- (1) An application to a court must be made by lodging a Form 1 and an affidavit in support unless
  - (a) these rules provide otherwise; or
  - (b) the CPA or a written law provides otherwise.
- (2) An application and any affidavit in support of it must be served on each other party, and any other person affected by the application, as soon as practicable after they are lodged and in any event at least 2 clear working days before the hearing date for the application, unless the court orders otherwise.
- (3) Despite subrule (1), a court may give leave for an application to be made orally on any terms it thinks are just.

#### 24. District Court applications which can be made orally

In the District Court, despite rule 23(1), these applications may be made orally unless the court in any particular case orders otherwise —

- (a) an application for bail;
- (b) an application to vary a condition of bail;
- (c) an application by a surety to cancel his or her surety undertaking;
- (d) an application to adjourn a listed trial;
- (e) an application for the issue of a bench warrant;
- (f) an application for the use of a video link or an audio link at the hearing of any application or plea;
- (g) an application for a directions hearing.

General

#### 25A. Consenting to orders and directions

- (1) This rule does not apply to an appeal, or an application for leave to appeal, made under the *Criminal Appeals Act 2004*.
- (2) The parties to a case may consent to the making of an order or direction in the case by lodging one or more documents that
  - (a) set out the order or direction sought; and
  - (b) evidence each party's consent to the making of the order or direction.
- (3) A party may lodge a document under subrule (2) by fax or electronically in accordance with any practice direction made for the purposes of this rule.
- (4) A document lodged by fax or electronically is to be taken to have been lodged
  - (a) if the whole document is received before 4.00 p.m. on a day when the court's registry is open for business, on that day;
  - (b) otherwise, on the next day when the court's registry is open for business.
- (5) If one or more documents are lodged under subrule (2), a judge or registrar, if satisfied that it is appropriate to make the order or direction, may make the order or direction
  - (a) in the absence of an application for the order or direction; and
  - (b) without hearing the parties.
- (6) A registrar cannot make an order or direction under subrule (5) that would finally determine a prosecution.

[Rule 25A inserted in: Gazette 8 Nov 2011 p. 4674.]

Part 7

**Applications** 

**Division 2** 

Specific applications

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#### Division 2 — Specific applications

#### 25. Bail, application for

- (1) These rules do not limit or affect the operation of the *Bail Act 1982* section 4.
- (2) An application to the Supreme Court under the *Bail Act 1982* section 13, 14 or 15 must be supported by an affidavit unless the court orders otherwise.

#### 26. Stay of proceedings, limit on application for (CPA s. 90)

If an application for an order under the CPA section 90 is dismissed, another application under that section can only be made in respect of the indictment or proceedings if there has been a material change in circumstances and then only on the grounds of the changed circumstances.

## 27. Referral of question of law to Court of Appeal, application for etc. (CPA s. 98(2)(d))

- (1) An application for an order under the CPA section 98(2)(d) referring a question of law to the Court of Appeal must be supported by an affidavit that
  - (a) formulates the question; and
  - (b) sets out the circumstances out of which the question arose; and
  - (c) identifies the materials to which the Court of Appeal may need to refer to decide the question and which may be required for the purposes of complying with the *Supreme Court (Court of Appeal) Rules 2005*.
- (2) The application and the supporting affidavit must be lodged, and served on each other party and on any person affected by the question.

**Division 2** 

#### 28. Trial by judge alone, application for (CPA s. 118)

An application for an order under the CPA section 118 must be supported by an affidavit that —

- identifies the charge which the applicant wants to be tried by a judge alone; and
- identifies all accused who are jointly charged with the (b) charge and, if known, says whether each such accused will consent to being tried on the charge by a judge alone: and
- (c) says that the applicant does not know the identity of the trial judge; and
- if the applicant is the accused, says that the accused (d) intends to plead not guilty to that charge.

#### 29. Trial date, application for (CPA s. 136)

An application under the CPA section 136(1) must be made by lodging a Form 1 but must also include —

- the reasons for the application; and (a)
- the dates when the applicant will not be available to be (b) heard on the application.

#### **30.** Urgent case order

- (1) An urgent case order in relation to a case is an order that the case is an urgent case that must be determined as quickly as practicable consistent with the proper administration of justice.
- (2) An application for an urgent case order must be made by lodging a Form 2.
- (3) The application need not be supported by an affidavit unless the court orders otherwise.
- (4) At the hearing of the application
  - the applicant must provide material to justify the (a) application, such as a medical certificate; and

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- (b) each party must provide the dates when the party is not available.
- (5) An urgent case order must include an order setting a timetable for the various requirements of these rules and may include
  - (a) an order dispensing with or modifying any such requirement;
  - (b) any order that will or may facilitate the case being heard as quickly as practicable consistent with the proper administration of justice.

#### Part 8 — Pre-trial matters

#### 31. Change of court

- (1) On the application of a party or on its own initiative, a court may order that an accused who has been committed to the court for trial or sentence be dealt with by another court of competent jurisdiction in respect of some or all of the charges for which the accused was committed.
- (2) If a court makes an order under subrule (1), the court may make any order and issue any document needed to ensure that any person, including the accused, whose presence will be needed, appears at the other court.

#### 32. Change of venue or court, court officers' duties on

If a court makes an order under the CPA section 135(2) or under rule 31(1) the clerk of arraigns or a registrar must —

- (a) send the order and the court's papers to a registrar of the other court or to a registrar at the other place, as the case requires; and
- (b) in writing notify any person who is required to appear at the trial, and any surety of such a person, of the change of court or place.

#### 33. Status hearings

- (1) If on the first occasion the accused is required to plead to a charge in an indictment, the accused enters any plea other than a plea of guilty, the proceedings may be adjourned to a status hearing.
- (2) If a new trial is ordered (whether at trial or on appeal) the court may order that a status hearing be held.
- (3) The court must fix the time and place for a status hearing.
- (4) A judge must preside at a status hearing.

- (5) At a status hearing the court shall inquire into these matters
  - (a) whether every requirement imposed by or under the CPA to lodge and serve a document has been complied with;
  - (b) whether there are any matters that should be dealt with at a pre-trial hearing;
  - (c) whether the case is ready to go to trial;
  - (d) the dates when the parties will be available for a trial.
- (6) At a status hearing the court may
  - (a) act under the CPA section 93;
  - (b) deal with any application under the CPA section 89, 90, 97, 118, 131, 132, 133, 134, 135, 136 or 138;
  - (c) exercise any of its powers in those sections if it can do so on its own initiative;
  - (d) exercise any of its powers in the CPA section 98 or 137;
  - (e) adjourn the status hearing from time to time;
  - (f) order that a pre-trial hearing be held to deal with specified issues and fix the time and place for it;
  - (g) fix the date of the trial.
- (7) At the conclusion of a status hearing the proceedings must be adjourned to the date of a pre-trial hearing or to the date of the trial, as the case requires.

#### 34. Pre-trial hearings

- (1) A pre-trial hearing is to be held if the court so orders
  - (a) at a status hearing; or
  - (b) on the application of a party at any time before trial; or
  - (c) on its own initiative at any time before trial.
- (2) A judge must preside at a pre-trial hearing.

- (3) At a pre-trial hearing the court may
  - (a) exercise any of its powers under the CPA section 98, 131, 132 or 133;
  - (b) make an order under the CPA section 138;
  - (c) give directions for the use at trial of charts, summaries or other explanatory documents to aid comprehension of evidence to be given at the trial;
  - (d) with the consent of the parties, and where the court thinks it desirable and convenient to do so, direct that evidence be given at the trial other than strictly in accordance with the laws of evidence;
  - (e) deal with the return of a witness summons to produce a record or thing;
  - (f) deal with an application to set aside a witness summons;
  - (g) give directions for obtaining and using an interpreter at trial;
  - (h) give directions under the CPA section 109 for the holding of a view;
  - (i) decide any question of law arising in relation to the indictment;
  - (j) decide any questions of evidence or procedure;
  - (k) deal with an application or make orders under the *Evidence Act 1906* in respect of children or special witnesses:
  - (l) adjourn the pre-trial hearing from time to time.
- (4) At the conclusion of the pre-trial hearing the proceedings are to be adjourned to the date of the trial.

#### Part 9 — Witnesses

#### 35. Term used: trial date

In this Part —

*trial date*, in relation to a trial, means the date the trial is listed to begin.

#### **36.** Prescribed court officers (CPA s. 159)

For the purposes of the CPA section 159 the prescribed court officers for a court are as follows —

- (a) any registrar;
- (b) any associate to a judge;
- (c) any officer in the court's registry appointed to or acting in an office of level 3 or above under the *Public Service Award 1992*.

#### 37. Witness in custody, request for presence of

If a party or other person wants a person who is in legal custody to be present to give oral evidence in a case, he or she must lodge a Form 7.

#### 38. Witness summons, application for (CPA s. 159)

- (1) To make an application under the CPA section 159 a party must lodge a Form 8 to which is attached one or both of the following
  - (a) a draft witness summons, in the form of Form 9, that requires the witness to attend the court to give oral evidence in the case;
  - (b) a draft witness summons, in the form of Form 10, that requires the witness to attend the court and produce to the court a record or thing that is relevant to the case.

- The attendance date in a witness summons to produce a record (2) or thing must be the date of a pre-trial hearing in the prosecution concerned or if that is not practicable another proceeding at which a judge is presiding.
- (3) An application under the CPA section 159 for a witness summons that requires a witness to attend the Supreme Court at a circuit town may be lodged at any registry of the District Court other than the Central Law Courts at Perth.
- A registrar of the District Court at a place other than the Central (4) Law Courts at Perth may issue a witness summons for and on behalf of the Supreme Court under the seal of the District Court and in that case the summons has the same force and effect as if issued by the Supreme Court.
- A witness summons must be issued under the seal of the court (5) concerned unless it issued under subrule (4).
- (6) A witness summons must contain or be accompanied by the information to the witness in Schedule 2.

#### **39.** Early compliance with summons to produce

- (1) This rule applies in the case of a witness summons to produce a record or thing if
  - the summons requires the witness to produce the record or thing to the court on a date before the trial date; or
  - under the CPA section 163 the witness wishes to (b) produce the record or thing to the court on a date before the trial date.
- (2) The witness may produce the record or thing in person or may send it to the court by post or a courier.
- (3) If the witness produces more than one record or thing to the court, the witness must give the court a list of whatever is produced.

- (4) If the witness claims that any record or thing to which the summons relates is privileged, the witness
  - (a) must apply for an order that the record or thing is privileged; and
  - (b) must produce the record or thing to the court at the hearing of the application.
- (5) An application made under subrule (4)(a) must be made as soon as practicable after the witness is served with the witness summons and in any event on or before the attendance date in the witness summons.
- (6) On receiving the record or thing produced, a registrar must
  - (a) issue a receipt to the witness for the record or thing; and
  - (b) keep the record or thing in safe custody until any application for an order under the CPA section 163(3) is decided and, subject to any order made on such an application, until the trial date.

[Rule 39 amended-in: Gazette 15 Sep 2006 p. 3684.]

40. Arrest warrant for a witness (CPA s. 159)

A warrant to arrest a witness (whether issued under the CPA section 159(3) or under the *Evidence Act 1906* section 16(1)(b)) must be in the form of Form 12 in the *Criminal Procedure Regulations 2005* Schedule 1.

41. Warrant to imprison a witness (CPA Sch. 4 cl. 2)

A warrant to imprison a witness issued under the CPA Schedule 4 clause 2 must be in the form of Form 13 in the *Criminal Procedure Regulations 2005* Schedule 1.

#### Part 10 — Trial matters

#### 42. Prescribed officer (CPA s. 103)

For the purposes of the CPA section 103, the prescribed officer is the clerk of arraigns or an officer authorised by the trial judge.

#### 43. Transcript, entitlements to

- (1) An accused is entitled to receive, free of charge and as soon as it becomes available, one copy of the record, or of the certified transcript of the record, of any proceedings directly concerning him or her.
- (2) The DPP is entitled to receive, free of charge and as soon as it becomes available, one copy of the record, or of the certified transcript of the record, of any proceedings in which the DPP is involved.
- (3) A party may apply to a registrar for additional copies of the record or of the transcript of the record to which the party is entitled.
- (4) A registrar may determine the cost of any additional copies requested and if the party pays the amount must supply them.

#### Part 11 — Sentencing Act 1995 rules

#### 44. Pending charges

- (1) A request by an offender under the *Sentencing Act 1995* section 32(1) must be in the form of Form 11.
- (2) The request must be lodged with the court at least 14 days before the date when the offender is to be sentenced by the court.
- (3) The court must
  - (a) make details of the request available
    - (i) to any court of summary jurisdiction in which the offender has indicated there are pending charges against the offender; and
    - (ii) to the DPP;

and

- (b) make available, or request the registrar of the relevant court of summary jurisdiction to make available, to the DPP a copy of the prosecution notices for the pending charges to which the request relates.
- (4) If requested by the clerk of arraigns, the registrar of the court of summary jurisdiction must
  - (a) make available to the sentencing court the original prosecution notices that relate to pending charges against that offender in the court of summary jurisdiction; and
  - (b) make available to the DPP a copy of those prosecution notices.
- (5) The DPP must prepare a list, in the form of Form 12, of those pending charges against the offender that the Crown will consent to being dealt with by the sentencing court and must give a copy of the list to the offender or the offender's lawyer.

- (6) The offender must indicate on the list of pending charges
  - (a) which of the listed pending charges of which the offender has not previously been convicted the offender intends to plead guilty to; and
  - (b) which of the listed pending charges the offender wants the sentencing court to pass sentence for,

and must sign the list and return it to the DPP.

- (7) The DPP must lodge the signed list of pending charges in the sentencing court.
- (8) When the signed list of pending charges is lodged the clerk of arraigns must immediately make available to the court of summary jurisdiction concerned the original prosecution notice of any charge against an offender that is not listed or that will not be dealt with by the sentencing court by reason of the offender's intentions.
- (9) After the sentencing court has sentenced the offender, the clerk of arraigns must
  - (a) notify each court of summary jurisdiction of any pending charge in that court that was dealt with by the sentencing court and of the sentence imposed on the offender for the charge; and
  - (b) make available to each court of summary jurisdiction the original prosecution notice relating to any pending charge in that court that was not dealt with by the sentencing court.
- (10) For the purposes of the *Courts and Tribunals (Electronic Processes Facilitation) Act 2013* section 12(1)
  - (a) an original prosecution notice is made available under this rule to a court if an electronic version of the prosecution notice is made available to that court by means of the electronic system for the management of proceedings in Western Australian courts; and

- (b) a copy of a prosecution notice is made available under this rule to the DPP if an electronic version of the prosecution notice
  - (i) is made available to the DPP by means of the electronic system for the management of proceedings in Western Australian courts; or
  - (ii) sent by email to the DPP at an email address provided by the DPP.
- (11) For the purposes of the *Courts and Tribunals (Electronic Processes Facilitation) Act 2013* section 13(1), a reference in this rule to an original prosecution notice includes a printed copy of the electronic version of the prosecution notice stored in the electronic system for the management of proceedings in Western Australian courts.

[Rule 44 amended-in: Gazette 19 Dec 2014 p. 4843-4.]

#### 45. Materials to assist in sentencing

- (1) A party to sentencing proceedings who intends to call a witness in those proceedings must lodge a statement of the witness, and serve a copy on any other party who does not already have a copy.
- (2) A party to sentencing proceedings who intends to refer in those proceedings to any record must lodge it, and serve a copy of it on any other party who does not already have a copy.
- (3) Without limiting subrule (2), it applies to the report of an expert, a record of interview, a video-tape, a character reference, an antecedent report and a criminal history.
- (4) Subrule (2) does not apply to any of the following
  - (a) a pre-sentence report;
  - (b) a victim impact statement;
  - (c) any letter in respect of the accused that a prosecutor intends to tender in confidence to the court.

#### 46. Trial as to material facts

Without limiting the operation of the *Sentencing Act 1995* section 14 a court may try any dispute about a fact that is material to sentencing an offender.

#### 47. Warrant to imprison an offender

A warrant of commitment to imprison an offender must be in the form of Form 1 in the *Sentencing Regulations 1996* Schedule 1.

## Part 12 — Court records and judgments

#### 48. Clerk of arraigns' duties

- (1) At every trial or other proceeding before a court the clerk of arraigns must ensure that there is a record of
  - (a) particulars of the indictment or other originating document;
  - (b) the plea, if any, entered by or on behalf of the accused;
  - (c) the names of counsel, jurors and witnesses;
  - (d) the times when particular aspects of the trial or proceeding occur;
  - (e) the description of and the unique identifier given to each exhibit;
  - (f) the particulars of the verdict or result of the trial or proceeding;
  - (g) the judgment or final outcome of the trial or proceeding and the orders made as a result;
  - (h) any special order or direction made during the course of the trial or proceeding.
- (2) The records required by subrule (1) may be made either by the clerk of arraigns, or as part of a record of the trial or proceeding made under the *Supreme Court (General) Rules 2005*, or both.

#### 49. Final outcome of charge, certificate of

- (1) The clerk of arraigns must issue a certificate, in the form of Form 13, of the final outcome of a charge before the court and the orders made as a result.
- (2) The certificate must be issued in addition to any warrant needed to enforce an order of the court.
- (3) A copy of any warrant needed to enforce an order of the court must be attached to the certificate.

- (4) The certificate must be signed by the judge who presided at the final determination of the charge.
- (5) A copy of the certificate must be sent to
  - (a) the Commissioner of Police; and
  - (b) the chief executive officer of the department of the Public Service principally assisting the Minister who administers the *Sentence Administration Act 2003*; and
  - (c) the chairperson of the Parole Board <sup>2</sup>; and
  - (d) if the case requires, the chairperson of the Mentally Impaired Accused Review Board; and
  - (e) any person to whom an order made by the court in the trial or other proceedings is directed.
- (6) The certificate is the formal record of the court and forms part of the court's record.

#### 50. Custody of exhibits

- (1) A registrar must ensure that all exhibits tendered in any trial or other proceedings before the court are kept in safe custody.
- (2) When the time for commencing appellate proceedings in relation to the proceedings has passed a registrar—
- (a) if no appellate proceedings have been commenced must return each may release an exhibit to a person if
  - (a) the release is in accordance with section 170 of the Act; and
    - (b) the person is
      - (i) the party who tendered it the exhibit; or to
      - (ii) a person who appears to athe registrar to beconsiders is entitled to it unless directed otherwise by the the exhibit.
- (3) A court; or may direct that an exhibit not be released to a person.

(b) if appellate proceedings have been commenced must deal with the exhibits according to law.

[Rule 50 amended: Gazette 16 Nov 2018 p. 4525.]

#### 51. Non-parties may apply for transcripts etc.

(1A) In this rule —

*media manager*, of a court, means the person who, on behalf of the court, manages its relations with media organisations;

*media organisation* means an organisation that disseminates news or information to the public through the press or by means of radio, television or the internet.

- (1) A person who is not a party to a case may apply to the court for leave to inspect or obtain a copy of
  - (a) the record, or the certified transcript of the record, of any proceedings in the case; or
  - (b) any other record in the possession of the court in relation to the case, including documents (including those in electronic form) and other things tendered in evidence in the case.
- (2A) The application
  - (a) may be made orally to the court's media manager if
    - (i) it is made by a person employed by a media organisation; and
    - (ii) the court, on a written application made under this rule by another such person, has already granted leave to that other person to inspect or obtain a copy of the record the subject of the application;

but

(b) otherwise must be made in writing to the court and must set out the grounds of the application.

- (2B) The applicant need not give notice of the application to any party to the case unless an order is made under subrule (4)(b).
  - (2) On an oral application made under subrule (2A)(a), the court's media manager
    - (a) may grant the application if satisfied the court has already granted leave to another person who is employed by a media organisation to inspect or obtain a copy of the record the subject of the application; but
    - (b) otherwise must refuse the application.
- (3A) If under subrule (2)(a) the court's media manager grants an oral application, the application must be granted on the same terms and subject to the same conditions (if any) that were imposed by the court when it gave leave to the other person employed by a media organisation.
  - (3) A person whose oral application is refused under subrule (2)(b) may make a written application under subrule (2A)(b).
- (4A) A judge or a registrar may deal with a written application.
- (4B) A judge may refer a written application to a registrar.
- (4C) A registrar may refer a written application to a judge.
  - (4) A judge or a registrar dealing with a written application
    - (a) may deal with the application even though no other party to the case has been served with it; or
    - (b) may order the applicant to serve another party to the case, specified in the order, with the application and a notice entitling the other party to be heard on the application, and deal with the application accordingly.
  - (5) Subject to
    - (a) any order made under the CPA section 171; and
    - (b) the Sentencing Act 1995 section 22; and

- (c) any other order or written law that prohibits or restricts the publication or possession of the record to which the application relates,
- a judge or a registrar dealing with a written application, if satisfied the applicant has sufficient cause to be granted leave, may grant the application.
- (6A) A judge or a registrar may grant an application subject to conditions.
- (6B) If a person, pursuant to leave granted under this rule, wants to obtain a copy of a record, the person must pay, or make arrangements to pay, the cost of the court supplying the copy, unless the court orders otherwise.
  - (6) A registrar may determine the cost of supplying the copy.
  - (7) This rule does not prevent the court from publishing, on its own initiative, all or any part of the proceedings in a case to any person, and in any manner, it thinks fit.

[Rule 51 amended in: Gazette 15 Sep 2006 p. 3684; 21 Dec 2010 p. 6755-7.]

### Part 13 — Juries Act 1957 rules

#### 52. Term used: section

In this Part —

section means a section of the Juries Act 1957.

### 53. Precept for a jury, form of (s. 20)

For the purposes of section 20, Form 14 is the prescribed form of a general jury precept.

# 54. Summons to a juror, form of (s. 26(5) and 31)

For the purposes of sections 26(5) and 31, Form 15 is the prescribed form of a summons to a juror.

# 55. Summons and notice list, form of (s. 33(2))

For the purposes of section 33(2), Form 16 is the prescribed form of a summons and notice list.

#### [56. Deleted-in: Gazette 19 Jun 2012 p. 2647.]

### 57. Jury panels or pools, lawyers may obtain copies of

- (1) In this rule
  - *panel or pool* means the panel or pool of jurors kept by the summoning officer under section 30.
- (2) The entitlements of a lawyer under this rule are subject to any order made under section 43A in a particular case.
- (3) A lawyer employed in the office of the DPP who has lodged a Form 18 with the sheriff may obtain a copy of the panel or pool for use in accordance with the lawyer's undertaking in the Form 18.
- (4) A lawyer who has lodged a Form 19 with the sheriff may obtain a copy of the panel or pool for use in accordance with the

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lawyer's undertaking in the Form 19 in any case in which the lawyer acts for an accused.

# Part 14 — Criminal Appeals Act 2004 Part 2 **Division 2 rules**

# Division 1 — Preliminary

#### 58. Terms used

In this Part, unless the contrary intention appears — (1) appeal means an appeal, or an application for leave to appeal, under the Criminal Appeals Act 2004 Part 2 Division 2; appeal notice means a notice in the form of Form 20;

interim order in an appeal, means —

- an order staying the proceedings in the primary court or the execution of the primary court's decision;
- (b) an order made under the Criminal Appeals Act 2004 section 12;
- an order granting bail made under the *Bail Act 1982*; (c)
- (d) an urgent appeal order;
- (e) an order that an appellant provide security for a respondent's costs;
- (f) an order extending or shortening the time for obeying a requirement of these rules, other than the time for commencing an appeal;
- any other order that the Court may make before the (g) appeal is concluded, other than an order giving or refusing to give leave to appeal;

lodge a document, means to lodge it at the Central Office in the Supreme Court together with any fee required to be paid under the Supreme Court (Fees) Regulations 2002;

*primary court*, in relation to an appeal, means the court of summary jurisdiction that made the decision being appealed;

#### primary court's transcript means —

the transcript of the proceedings in the primary court; or

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- (b) if there is no electronic recording of the proceedings that can be transcribed
  - (i) the notes made by the judicial officer who presided at the proceedings; and
  - (ii) one or more affidavits of people who were present at the proceedings about what happened in the proceedings.
- (2) A term defined in the *Criminal Appeals Act 2004* has the same meaning in these rules as it does in that Act, unless the contrary intention appears.

### Division 2 — General

# 59. Hearings by telephone

- (1) A judge may conduct a hearing with one or more of the parties to a criminal appeal by telephone.
- (2) A hearing conducted by telephone is to be taken to be a hearing in the presence of the judge.
- (3) A registrar must confirm in writing any order made at such a hearing.

#### 60. Judge's general jurisdiction

- (1) For the purposes of dealing with an appeal, a judge has jurisdiction
  - (a) to make a decision on the judge's own initiative or on an application by a party;
  - (b) to decide an application on the basis of the documents lodged and without listing it for hearing;
  - (c) to make a decision on the judge's own initiative on the basis of the documents lodged and without requiring the parties to attend a hearing;

- to hear and decide any application made during the (d) appeal in the absence of any party other than the applicant;
- to order some or all of the parties to do one or more of (e) the following in respect of the appeal, or any aspect of it specified by the judge
  - to lodge, before a date set by the judge, any document specified by the judge that the judge considers will or may facilitate the appeal being conducted and concluded efficiently, economically and expeditiously;
  - to appear and make oral submissions on a date (ii) set by the judge;
- (f) to limit the time a party has to make oral submissions at a hearing before a judge.
- If a judge makes a decision on the basis of the documents (2) lodged without requiring the parties to attend a hearing, rule 63 applies.

#### 61. Non-attendance by party, consequences of

- (1) If a hearing before a judge is adjourned because a party who has been notified of it does not attend, the judge may order the party or the party's lawyer to pay the costs of any party who attended.
- If a party who has been notified of a hearing does not attend the (2) hearing before a judge, the judge may proceed in the party's absence.

#### **62.** Decisions made in absence of a party

(1) If in a party's absence a judge makes an order, whether or not at a hearing, the judge may subsequently, but before the order is carried out, set aside the order and again deal with the matter that gave rise to the order.

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(2) If in a party's absence a judge makes a decision in an appeal, whether or not at a hearing, a registrar must notify the party of the decision.

#### 63. Decisions made on the papers

- (1) This rules applies if another rule says it applies.
- (2) If a decision is made under the other rule on the basis of the documents lodged without requiring the parties to attend a hearing (the *provisional decision*), a registrar must serve the parties with written notice of the provisional decision.
- (3) If a party wants a hearing of the matter that gave rise to the provisional decision, the party must lodge a Form 25 (Request for a hearing) within 5 working days after the date on which the party is served with the notice of the provisional decision.
- (4) If no party lodges a Form 25 under subrule (3), the provisional decision becomes the final decision on the matter.
- (5) If any party lodges a Form 25 under subrule (3), a registrar must list the matter for hearing by the judge who made the provisional decision or, if he or she is absent, before another, and notify the parties.
- (6) At the hearing the provisional decision may be confirmed, amended or set aside.
- (7) The decision made at the hearing is the final decision on the matter.
- (8) Any right to appeal against, or to make an application as a result of or in respect of, a final decision on a matter cannot be exercised in relation to a provisional decision until it becomes a final decision.

#### Division 3 — Procedure for appeals

#### 64. Nature of appeals

An appeal will be by way of rehearing.

### 65. Appeal, how to commence

- (1) To—
  - (a) commence an appeal within time; or
  - (b) apply for an extension of time within which to commence an appeal,

### the appellant must lodge —

- (c) a Form 20 (Appeal notice) that sets out the grounds for the appeal in accordance with subrule (2); and
- (d) any document required by subrule (3) or (4); and
- (e) a copy of the prosecution notice in respect of which the decision being appealed was made; and
- (f) a copy of the primary court's transcript; and
- (g) a copy of every other record that the Court will need to decide the appeal.
- (2) The grounds of appeal must not merely allege
  - (a) that the primary court erred in fact or in law; or
  - (b) that the primary court's decision is against the evidence or the weight of evidence or is unreasonable and cannot be supported having regard to the evidence; or
  - (c) that the primary court's decision is unsafe or unsatisfactory; or
  - (d) in the case of an appeal against a sentence, that the sentence is excessive or inadequate.
- (3) If the Form 20 says that an extension of time within which to commence the appeal is needed, the form must be lodged with

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an affidavit by the applicant or the applicant's lawyer or both explaining why the appeal was not commenced within time.

- (4) A Form 20 may be lodged together with an application, made in accordance with rule 68, for an interim order.
- (5) For the purposes of the *Criminal Appeals Act 2004* section 17, a Form 20 lodged in accordance with this rule is to be taken to be an application for leave to appeal.
- (6) Any document lodged under this rule must be served on the respondent personally but, if the appellant is in custody, it may be served by post on the respondent.
- (7) As soon as practicable after serving the respondent the appellant must lodge a Form 21 (Service certificate).
- (8) This rule does not affect the operation of the *Criminal Appeals Act 2004* section 17.

### 66. Primary court to be notified and to supply records

(1) In this rule —

*primary court case* means the case in the court of summary jurisdiction in which the decision being appealed was made.

- (2) As soon as practicable after an appeal notice is lodged, a registrar must give the primary court concerned
  - (a) a copy of the appeal notice; and
  - (b) a notice that specifies
    - the records or things held by the primary court in relation to the primary court case that the primary court must give to the Court for the purposes of the appeal; and
    - (ii) the date by which the primary court must provide the records or things.
- (3) Any copy of a document given by the primary court to the Court need not be certified by the primary court.

(4) If any record given to the Court contains information to which access by any person is or should be restricted, the primary court must advise the Court.

#### 67. Respondent's options

- (1) On being served with an appeal notice, a respondent may lodge a Form 22 (Notice of respondent's intention).
- (2) If the respondent lodges a Form 22, it must be lodged within 7 days after the date on which the respondent is served with the appeal notice.
- (3) A Form 22 may be lodged together with an application, made in accordance with rule 68, for an interim order.
- (4) If a respondent does not lodge a Form 22 within the 7 days or any extension of that period ordered by the court, the respondent is not entitled to take part or be heard in the appeal and is not a party to the appeal for the purposes of these rules.

#### 68. Interim order, applying for

- (1) At any time after an appeal is commenced and before it is concluded a party may apply for an interim order or an order amending or cancelling an interim order.
- (2) To make such an application, the party must lodge a Form 23 (Application in an appeal) with
  - (a) an affidavit by the applicant or the applicant's lawyer or both explaining why the interim order is wanted; and
  - (b) a document setting out the proposed order,

unless a judge orders otherwise.

### 69. Urgent appeal order, nature of

(1) An urgent appeal order in relation to an appeal is an order that the appeal is an urgent appeal that must be heard as quickly as practicable consistent with the proper administration of justice.

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Division 4

Concluding an appeal

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- (2) An urgent appeal order must include an order setting a timetable for the various requirements of these rules and may include
  - (a) an order dispensing with or modifying any such requirement;
  - (b) any order that will or may facilitate the appeal being heard as quickly as practicable consistent with the proper administration of justice.

#### **70.** Consenting to orders

The parties to an appeal may consent to an interim or other order, other than an urgent appeal order, being made by lodging a Form 24 (Consent notice).

## 71. Appeal books etc. not needed unless ordered

An appeal book containing the documents needed to decide the appeal is not required but a judge in any particular appeal may order some or all of the following —

- (a) a party to lodge and serve an appeal book;
- (b) any or all of the parties to lodge and serve
  - (i) written submissions;
  - (ii) a chronology of events relevant to the appeal;
  - (iii) a list of the principal legal authorities on which the party relies.

### Division 4 — Concluding an appeal

#### 72. Discontinuing an appeal

- (1) The appellant may discontinue an appeal by lodging and serving a Form 26 (Discontinuance notice).
- (2) If it appears to the court that the appellant is a person under disability (as defined in the RSC Order 70 rule 1), the Form 26 does not have effect unless it is approved by a judge.

- (3) An application for the approval of a judge must be lodged with an affidavit and, unless a judge orders otherwise, an opinion by an independent lawyer.
- (4) Unless a judge orders otherwise, an appellant who discontinues an appeal must pay the respondent's costs in respect of the appeal which must be taxed if they are not agreed.
- (5) In an appeal where the respondent also appeals against the primary court's decision, subrules (1) to (4) and Form 26 apply with any necessary changes.
- (6) The discontinuance of an appeal by the appellant does not affect any appeal by a respondent who also appeals against the primary court's decision.

## 73. Settling an appeal

- (1) The parties to an appeal may lodge a Form 24 (Consent notice), modified as necessary, stating the final order that the parties consent to being made in the appeal.
- (2) When a consent notice is lodged, the registrar must refer it to a judge who may direct the registrar
  - (a) to issue a final order in accordance with the notice; or
  - (b) to notify the parties that the judge will decide the final orders at a hearing.
- (3) A settlement or compromise of an appeal to which a person who appears to the court to be under disability (as defined in the RSC Order 70 rule 1) is a party has no effect unless it is approved by a judge of appeal.
- (4) An application for the approval of a judge of appeal must be lodged with an affidavit and, unless a judge of appeal orders otherwise, an opinion by an independent lawyer.

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Division 4

### 74. Appeal, certificate of conclusion of

- (1) When an appeal is concluded, the registrar must issue a Form 27 (Certificate of conclusion of criminal appeal).
- (2) The Form 27 is the formal record of the Court and forms part of the Supreme Court's record.
- (3) A registrar must send a copy of the Form 27 to
  - (a) the primary court; and
  - (b) the Commissioner of Police; and
  - (c) the chief executive officer of the department of the public service principally assisting the Minister who administers the *Sentence Administration Act 2003*; and
  - (d) if the case requires, the chairperson of the Parole Board; and
  - (e) if the case requires, the chairperson of the Mentally Impaired Accused Review Board; and
  - (f) any other person to whom an order made by the Court of Appeal in the appeal is directed.
- (4) If a warrant is issued to enforce a judgment or order of the Court, a copy of the Form 27 must be sent with the warrant to any person to whom the warrant is directed.

#### 75. Return of exhibits

- (1) After an appeal is concluded, a registrar must, unless the Court has ordered otherwise
  - (a) return any record or thing given to the Court by the primary court to the primary court; and
  - (b) by a written notice, require the party who tendered any record or thing that was admitted in evidence by the Court to collect it from the court; and
  - (c) by a written notice, require any person who, under a subpoena, produced any record or thing to the Court that was not admitted in evidence, to collect it from the court

- (2) A registrar must not act under subrule (1) until
  - (a) the time for commencing proceedings in the Court of Appeal in relation to the appeal has expired; or
  - (b) if proceedings in the Court of Appeal in relation to the appeal are commenced before that time expires, the proceedings are concluded.
- (3) Despite subrule (2), a registrar
  - (a) may dispose of a record or thing that the registrar considers is dangerous to retain or return to a person; or
  - (b) may release a record or thing to a person who is entitled to custody of it if the registrar considers that
    - (i) it is dangerous, impracticable or inconvenient to retain the record or thing under this rule; or
    - (ii) it is necessary for that person to have use of the record or thing.
- (4) If under subrule (3)(b) a registrar releases a record or thing to a person, the registrar may require the person, as a condition of being given it, to give a written undertaking to the Court as to the care maintenance and custody of it and its re-delivery to the Court.
- (5) If a record or thing remains in the possession of the Court after reasonable steps have been taken to identify a person who is entitled to possession of it and to require the person to collect it from the court, a judge may order a registrar to destroy it or dispose of it in some other way.

# Part 15 — Service and Execution of Process Act 1992 (Cwlth) rules

#### 76. Term used: section

In this Part —

*section* means a section of the *Service and Execution of Process Act 1992* of the Commonwealth.

# 77. Appeals under Part 5

Part 14, with any necessary changes, applies to —

- (a) an application under section 86 for a review of an order made under section 83; and
- (b) an appeal under section 101 against a decision of a magistrate.

# Part 16 — Miscellaneous

[78. Omitted under the Reprints Act 1984 s. 7(4)(f).]

# Schedule 1 — Forms

[r. 3(1)]

#### Application (r. 23) 1.

Criminal Procedure Act 2004		Application	
Criminal Procedure Rules 2005			
Supreme Court	t/District Court		
At:	Number:		
Case	[Names of all parties]		
Applicant	[Name of the party apply	ing]	
Application	The applicant applies for	_	
details	[Set out —		
	• the order or orders s	ought	
	• the written law and p	provision under which	h the application
	is made.]		
Signature of			Date:
applicant or			
lawyer	Applicant/Applicant's lav	wyer	
Hearing	This application will be h	neard —	Court stamp
details	on [date] at [time] or as s	oon after as	
	possible, at [place]		

# 2. Application for urgent case order (r. 30)

Criminal Proce	dure Act 2004	Application for urg	gent case order
Criminal Procedure Rules 2005			
Supreme Court	District Court		
At:	Number:		
Case	[Names of all parties]		
Applicant	[Name of the party apply	ing]	
Application	The applicant applies for an urgent case order in respect of this		
	case.		_
Reasons for	1.		
application			
Signature of			Date:
applicant or			
lawyer	Applicant/Applicant's lav	wyer	
Hearing	This application will be h	neard —	Court stamp
details	on [date] at [time] or as s	oon after as	
	possible, at [place]		

# 3. Notice of acting (r. 10 & 11)

Criminal Proce	dure Act 2004	Notice of acting		
Criminal Proce	dure Rules 2005			
Supreme Court	District Court			
At:	Number:			
Case	[Names of all parties]			
Client	[Full name of party]			
Proceedings	□ committed for sente	ncing		
	☐ committed for trial			
	□ appeal/application f	or leave to appeal		
	□ other proceedings (c	describe):		
Notice	The lawyer or firm of pra			
[Mark one box]		for the above client	in the above	
	proceedings.			
	$\square$ is acting as <u>counsel</u> for the above client in the above			
	proceedings.			
		icitor and counsel for	the above client	
	in the above proceed			
		any capacity for the a	above client in	
	the above proceeding	igs.		
Lawyer or	Name:			
firm of	Address:			
practitioners	Telephone:			
[*Email address	Fax:			
may be used by the	*Email address:			
court to provide transcripts and				
other documents]				
Signature of			Date:	
lawyer				
Send the	original of this form to	the registrar of the o	court	
concerne	d.			
Send a co	opy to the DPP for WA	or the Commonweal	th (as the case	
requires	requires).			

[Form 3 amended-in: Gazette 19 Nov 2013 p. 5295-6.]

### **4. Indictment (r. 14)**

Criminal Proce	dure Act 2004		Indictmen	t		
Criminal Procedure Rules 2005						
Supreme Court	/District Court					
At:	Number:					
Parties	State of West	ern Australi	a v.			
[Include names of						
any co-accused(s)]						
Details of	I, an authorise	ed officer, a	llege that —	_		
charge(s) <sup>1</sup>						
Accused's	Date of birth				Male/Female	
details <sup>2</sup>	Address					
Witnesses	The prosecuto	or intends to	summons t	he peo	ple on the attache	ed
	list to give evi	idence.				
Authorised	Full name					
officer	Title					
	Office					
	Signature			Date	·	

# Notes to Form 4 —

- 1. These details must comply with the CPA Schedule 1 clause 5.
- 2. These details must comply with the CPA Schedule 1 clause 4.

### Form 5

#### 5. Discontinuance of charge (no indictment) (r. 15(1))

Criminal Proce	dure Act 200	)4	Discontin	uance	of charge(s)
Criminal Procedure Rules 2005		005	(no indictment)		
Supreme Court At: Accused Committal details	/District Court Number:  [Full name]  On [date] at [place] the accused was committed for *trial/sentence to the [month] sessions of this Court on *a			nitted for	
[*: delete the inapplicable]	charge/charges that —  [In respect of each charge set out —  • the date or period when the alleged offence occurred  • the place where the alleged offence occurred  • the name of the accused  • a description of the offence  • the written law and the provision(s) creating the offence.].				
Notice of				•	e Court that the
discontinuance			edings agai	nst the	accused in respect
	of the above	e charge(s).			
Relevant	Full name				
authorised	Title				
officer	Office				
	Signature		Ι	ate	

# 6. Discontinuance of charge in indictment (r. 15(2))

Criminal Proce	dure Act 200	)4	Disconti	nuance	of charge(s) in
Criminal Proce	dure Rules 2	2005	indictme	ent	
Supreme Court/ At: Parties	Numl	oer:	io v		
[Include names of any co-accused(s)]	State of we	stern Austral	ia v.		
Accused	[Full name	of relevant a	ccused]	Date of	f birth:
Notice of discontinuance	I, the relevant authorised officer, notify the Court that the State discontinues proceedings against the above accused in respect of the charge(s) in the indictment dated [date]. or  I, the relevant authorised officer, notify the Court that the State discontinues proceedings against the above accused in respect of the following charge(s) in the indictment dated [date] —  [In respect of each charge set out —  • the date or period when the alleged offence occurred  • the place where the alleged offence occurred  • the name of the accused(s)  • a description of the offence  • the written law and the provision(s) creating the offence.].				
Relevant	Full name				
authorised	Title				
officer	Office				
	Signature			Date	

# 7. Request that person in custody be present to give evidence (r. 37)

Criminal Procedure Act 2004 Criminal Procedure Rules 2005		_	that perso to give evid	n in custody be lence
Supreme Court	/District Court Number:			
Case	[Names of all parties]	l		
Applicant	[Name of the party reque	sting]		
Request	The applicant requests the court to require the following person(s) to be present on [date] at [place] to give evidence on			
	behalf of the applicant in			
	Full name of person in cu	ıstody	Place of cu	stody (if known)
Signature of			Date	
applicant or				
lawyer	Applicant/Applicant's lav	wyer		

# 8. Application for witness summons (r. 38)

Criminal Proce	edure Act 2004	Application for wi	tness summons
Criminal Procedure Rules 2005			
Supreme Court	/District Court		
At:	Number:		
Case	[Names of all parties]		
Applicant	[Name of the party reque	sting]	
Request	The applicant requests th summons(es) requiring the produce evidence on behinatter.	ne witness(es) named	d below to give or
Full names of witness(es)	1.		
Signature of applicant or lawyer	Applicant/Applicant's la	Date	
Result of application	☐ Application grante ☐ Application refuse		

# 9. Witness summons to give oral evidence (r. 38(1)(a))

Criminal Procedure Act 2004		Witness summons	to give oral
Criminal Proced	ure Rules 2005	evidence	_
Supreme Court/I			
At:	Number:		
Case	[Names of the parties to	o the case in which th	e witness is
	required]		
To:	[Full name and addres.	8]	
[Witness's details]			
Command	You are commanded		
place specified below to give evidence in the above			he above
	matter.		
Time and place	You must attend personally as follows:		
to attend	Date: Time:		
	Court:		
	Place:		
	You must attend at the	court until you are re	leased by the
	court, not only on the a	bove date but also on	subsequent
	days.		
Warning	If you do not obey this	s summons you may	be arrested
	and also you may be i	mprisoned or fined	or both.
Party requesting	This summons is issued		
summons	For inquiries contact	Tel: Ref:	
Date summons	This summons is issued	d by the court on	Court seal
issued	[date].		
Service details	I personally served a co	opy of this summons	and the "Notice
	to witness" in the Crim	inal Procedure Rules	2005
	Schedule 2 on this with	ness at [place] o	n [ <i>date</i> ].
	At the same time I gave	e the witness [set out	the amount of
	money or other means	for the witness to con	ıply with the
[*Police only]	summons].		
	Name of server:	*Registere	d No:
	Signature:	*Station:	

# 10. Witness summons to produce a record or thing (r. 38(1)(b))

Criminal Proced	ure Act 2004	Witness summons	to produce a
Criminal Proced	ure Rules 2005	record or thing	_
Supreme Court/D	District Court		
At:	Number:		
Case	[Names of the parties to	o the case in which th	e witness is
	required]		
To:	[Full name and address	S	
[Witness's details]			
Command	You are commanded to		
	described below at the place, and on or before the date		
	and time specified bel		
Time and place	Date:	Time:	
to produce	Court:		
record or thing	Place:		
Records or	You must produce to the	•	
things to be	[Describe in reasonable		or thing to be
produced	produced; on an attach	, , ,	
Warning	If you do not obey this	·	
	and also you may be in	mprisoned or fined	or both.
Party requesting	This summons is issued	l by the court at the re	equest of [party]
summons	For inquiries contact	Tel: Ref	
Date summons	This summons is issued	l by the court on	Court seal
issued	[date].		
Service details	I personally served a co	ppy of this summons	and the "Notice
	to witness" in the Crim	inal Procedure Rules	2005
	Schedule 2 on this with	ess at [place] on [d	ate].
	At the same time I gave	the witness [set out	the amount of
	money or other means j	for the witness to con	ıply with the
[*Police only]	summons].		
	Name of server:	*Registered N	No:
	Signature:	*Station:	

#### 11. Request that pending charges be dealt with (r. 44(1))

Sentencing Act 1995		Request that pending charges be			
Criminal Procedure Rules 2005		- 1	dea	lt with	
Supreme Court	t/District Court				
At:	Number:				
Accused	Full name:				Date of birth:
	Address:				
Charges	Charge/Indict	Descr	iptio	n of offence	
before	No.				
Supreme or					
District Court					
Request by	I am to be sentenced by the above Court for the above				
accused	charges.				
	I request the Co	ourt to a	lso de	eal with the follo	owing pending
	charges against				
Pending	Court location	Charge	No.	Description of	offence
charges in					
court of					
summary					
jurisdiction					
Signature					Date:
			• • • • • • • • • • • • • • • • • • • •	•••••	
	Accused/Accus	ed's lav	yer		
Accused's	Name:				
lawyer	Firm:				
(if applicable)	Address:				
	Telephone:				
	Fax:				
	Email address:				
Send this form	n to:				
Suprem	e Court of West	ern Au	stral	ia	
Stirling	Gardens, Barrack	Street,	PER	TH WA 6000	
or to:					
District	<b>Court of Wester</b>	rn Aust	ralia	1	
500 Hay	Street, PERTH	WA 60	000		

[Form 11 inserted in: Gazette 13 Oct 2009 p. 4035; amended in: Gazette 19 Nov 2013 p. 5296.]

# 12. List of pending charges be dealt with (r. 44(5))

Sentencing Act 1995			List of pending charges be dealt	
Criminal Proce	edure Rules 200	)5	with	
Supreme Court				
At:	Number:			
Accused	Full name:			Date of birth:
	Address:			
Charges	Indict No.	Desci	ription of offence	<b>;</b>
before				
Supreme or				
District Court				
Crown's	The Crown consents to the Court dealing with the pending			
consent	charges against the accused listed below when it deals with the			
	accused for the above charges.			
Accused's	When I am be	ing dealt w	rith for the above	charges —
statement	• I intend to	o plead gui	lty to any of the	pending charges
				ot been convicted of,
	other that	n those ind	icated; and	
	• I want the	e Court to	deal with me for	the pending charges
			low, other than tl	
			•	
Signature	Accused/Accu	sed's lawy	rer Date	e:
Pending	Court	Charge No	Description of	offence
charges in	location			
court of				
summary				
jurisdiction				

#### **13.** Certificate of final outcome of charge (r. 49)

Criminal Procedure Act 2004		ficate of final outcome of				
Sentencing Act	1995 charg	ge				
Criminal Proce	edure Rules 2005					
Supreme Court	t/District Court					
At:	Number:					
Parties						
[Include names of						
any co-accused(s)] Accused or	Family name:					
offender	Given name(s):					
[One per certificate]						
	Date:					
Charge [Use reverse if						
more than one	Charge: The Criminal Code s.					
charge]						
Trial or other		Date(s):				
proceeding	Presiding judge:					
	☐ Guilty plea ☐	Not guilty plea				
	☐ Other plea (specify):					
	$\square$ Trial by jury $\square$	Trial by judge alone				
	☐ Other proceeding (descri	be):				
Final outcome	Date:					
Part 1	☐ Charge discontinued					
[*delete the	☐ Proceedings stayed perm					
inapplicable]	☐ Court has no jurisdiction	to deal with the				
11 ,	*accused/charge					
	☐ Accused found mentally	unfit to stand trial under the				
	Criminal Law (Mentally	Impaired Accused) Act 1996				
	Verdict —					
	☐ Guilty ☐ Not guil	ty 🔲 No verdict				
	□ Not guilty on account of	unsoundness of mind				
	Judgment —					
	□ Convicted	☐ Acquitted				
	☐ Acquitted on account of	unsoundness of mind				
		n offence under a written law				
	☐ Accused previously *cor	nvicted/acquitted of the charge				

Final outcome	Date:
Part 2	Sentence imposed —
[Attach copies of warrants or orders issued]	Other orders made on sentencing —
Final outcome	Date:
Part 3	Other outcomes —
[Attach copies of	☐ New trial ordered
warrants or orders issued]	☐ Accused discharged from custody
issueuj	☐ Accused remanded in custody until [date] and warrant
	issued
	☐ Bail granted [terms and conditions]
	☐ Orders made under Criminal Law (Mentally Impaired
	Accused) Act 1996:

### Reverse of Form 13 for use where there is more than one charge

Certificate

correct.

Date:

Clerk of arraigns

Offences charged			Plea	Verdict	Date of	Final	
No.	Date Description Enactment				final	outcome	
						outcome	

I certify that the information in this certificate is true and

Judge

[Form 13 amended-in: Gazette 15 Sep 2006 p. 3684.]

# 14. General jury precept (r. 53)

Juries Act 1957			General jury precept					
Criminal Proce	dure F	Rules 2005						
To		The Sheriff of Wes	stern Australia					
[Tick one box]		The senior registra	r of the District Cour	t at the place				
		specified below.						
Command	On be	On behalf of the State of Western Australia I, a judge of the						
	Supre	Supreme Court/District Court —						
	•	require you to summon a sufficient number of jurors to						
		attend on the date a	and at the time and pl	lace specified				
		below for the trial or trials to be held at the sittings						
		specified below; and						
	•	require you, or your deputy, and your officers to attend						
		at that time and place with the jurors summoned, this						
			of the names and ider	ntification				
		numbers of the jure						
Number of			dance with the Juries	s <i>Act 1957</i> s. 23.				
jurors needed		At least and no	ot more than					
Attendance	Date		Time					
	Place							
Sittings		Supreme Court at l						
		District Court at Pe						
			d District Court at Pe					
			e place specified above					
			e place specified abo					
			District Court at the p	place specified				
		above						
Judge's				Date:				
signature								
	Supreme Court judge/District Court judge							

# 15. Summons to a juror (r. 54)

Juries Act 1957	7			Summons t	o a juro	r
Criminal Proce	dure Ru	les 20	05			
Summons No:						
То	Full nar	ne				
	Address	S				
Summons	You ar	e requ	uired —			
	• to	atten	d on the da	te and at the	e time a	nd place
	sp	ecifie	d below to	be a juror; a	ınd	
	• to	atten	d daily froi	n then on at	that pla	ace until you are
	dis	schar	ged.		_	-
Time and	Date			,	Time	
place to attend	Place					
Warning	If you o	do not	t attend as	required you	ı may b	e fined.
Summoning						Date:
officer's				•••		
signature	Sheriff/	Distri	ct Court reg	ristrar		

#### **16.** Summons and notice list (r. 55)

Juries Act 1957 s. 33		Summons and not	ice list		
Criminal Proced	ure Rules 2005				
Sittings	Criminal sittings o	f the Supreme Court/Dis	strict Court to be		
C	held at:	•			
	commencing on:				
Certificate	I, the officer name	I, the officer named below, certify that the information in			
	this document is tr	ue and correct.			
Police officer's	Full name				
details	Rank				
	Regimental No				
	Police station				
Sheriff's	Full name				
officer's details	Court				
Certifying	·		Date:		
officer's					
signature	Police officer/Sher	riff's officer			

#### Reverse of Form 16 —

Summons No.	3	Present address†	Occupation	Is the summons served or unserved? ‡		Reasons for non-service **
					•	

Notes to the person completing this form —

- If the name of the juror has changed, also include his or her new name.
- If the juror's address has changed, and the new address is known, and the juror still resides in the jury district, the summons should be sent to the appropriate officer to be served at the new address.
- All unserved summonses must be returned to the summoning officer.
- Examples of reasons for non-service: Deceased, Left address, Absent from jury district, Address unknown.

[Form 17 deleted in: Gazette 19 Jun 2012 p. 2647.]

# 18. DPP lawyer's undertaking as to jury panels or pools (r. 57(3))

Juries Act 1957 Criminal Procedure Rules 20		2005		yer's undertaking as to tels or pools		
Lawyer's	Full name					
details	Title					
	Office					
	Telephone					
	Email					
Undertaking [*delete one]		n a lawyer employed in the office of the Director of Public secutions of the *State/Commonwealth.				
		ertake to the Supreme Court that if I obtain a copy of an or pool of jurors referred to in the <i>Juries Act 1957</i> n 30 —				
	(a) I will not permit the copy to be copied by any person by any means; and					
	iden divu Pros appe	tity of any per alged to any pe secutions or an ear in the trial	not permit the contents of the panel or pool or the ity of any person in it who is sworn as a juror to be ged to any person other than the Director of Public ecutions or any lawyer instructed by the Director to ar in the trial for which the panel or pool of jurors een summoned; and			
	facil the t	itate safe keep	oing by the	leave my custody except to e proper officer in relation to of a jury has not been		
	offic cond	I return the copy to the office of the summoning er as soon as practicable after the jury for the trial erned is empanelled or, if later, by 5 p.m. on the receive the copy.				
Lawyer's				Date		

[Form 18 inserted in: Gazette 19 Jun 2012 p. 2647-8.]

19. Defence lawyer's undertaking as to jury panels or pools (r. 57(4))

Juries Act 195 Criminal Proc		Rules 2	005		lawyer's undertaking as panels or pools	
Lawyer's	Full	name				
details	Title					
	Offic	ee				
	Telep	hone				
	Emai	i1				
Undertaking	I undertake to the Supreme Court that if I obtain a copy of any panel or pool of jurors referred to in the <i>Juries Act 1957</i> section 30 —					
	(a)	I will not permit the copy to be copied by any person by any means; and				
identity of divulged t I act, or a			ty of any per ged to any pe	son in it w rson other acting as so	s of the panel or pool or the who is sworn as a juror to be r than the accused for whom olicitor or counsel for an	
	(c)	facilit the tri	ate safe keep	ing by the	leave my custody except to e proper officer in relation to of a jury has not been	
	(d)	office conce	r as soon as	practicable nelled or,	office of the summoning e after the jury for the trial if later, by 5 p.m. on the	
Lawyer's signature					Date	

[Form 19 inserted in: Gazette 19 Jun 2012 p. 2648-9.]

# 20. Appeal notice (r. 65)

Supreme Court of Western Australia		No:	
Criminal Appeals Act 2	2004 Part 2	Appeal notice	
Parties to the appeal		Appellant	
		Respondent	
Primary court's decis	ion		
Primary court		at	
Prosecution Notice			
No.			
Parties			
Date of decision			
Judicial officer			
Decision details <sup>1</sup>			
Conviction recorded <sup>2</sup>			
Sentence imposed <sup>3</sup>			
Other orders made <sup>4</sup>			
Appeal details			
Notice of appeal	☐ The appellant	applies to the Court for leave to	
	appeal against	the above conviction.	
[Tick one or more boxes]	☐ The appellant	applies to the Court for leave to	
	appeal against	_	
	☐ the abov	e sentence	
	☐ the abov	e order	
	☐ <sup>5</sup> The appellant	applies to the Court for leave to	
	appeal against the above decision.		
Grounds of appeal <sup>6</sup>	1.		
Notice to the	If you want to take	part in this appeal you must lodge	
respondent	a Form 22 under the	e Criminal Procedure Rules 2005	
	within 7 days after	you are served with this notice and	
	serve it on the appe	llant.	
Last date for	Last date:		
appealing	Is an extension of the	me needed? Yes/No	
Legal representation	Is the appellant lega	ally represented in this appeal?	
_ ^	Yes/No <sup>7</sup>	• •	
	Is the appellant app	lying for legal aid? Yes/No	

Appellant's details for service <sup>7</sup>				
Name <sup>8</sup>				
Street address				
Telephone	Fa	x No.		
Email address				
Reference No.				
Signature of appellant		Date:		
or lawyer	Appellant/Appellant's lawyer			

#### Notes to Form 20 —

- 1. If the appeal is not against a conviction or sentence or other order made as a result of a conviction (see the *Criminal Appeals Act 2004* s. 6 "decision"), delete the following and describe the decision being appealed.
- 2. Describe the offence. E.g. Dangerous driving causing death. If there is more than one conviction, put the details of the other convictions, sentences and orders on an attachment.
- 3. State the sentence. E.g. Imprisonment for 18 months with a parole eligibility order cumulative on the sentence for robbery.
- 4. State any other order made. E.g. Disqualified from holding or obtaining a driver's licence for 4 years.
- 5. Tick this box if the appeal is against a decision other than a conviction or sentence or other order made as a result of a conviction. See note 1.
- 6. Set out the grounds in numbered paragraphs.
- 7. If the appellant is represented by a lawyer, the appellant's details below must be the lawyer's. If the appellant is self-represented, the details must be the appellant's personal details.
- 8. Leave this line blank if the appellant is self-represented.

# 21. Service certificate (r. 65(7))

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Service certificate	
Parties to the appeal		Appellar Respond	
Certificate	I certify that on [date] at [place] [name of server] served the respondent personally with —  • a copy of an appeal notice dated [date]; and • a copy of every other document that was lodged with the appeal notice.  I undertake to lodge an affidavit of service if the Court requires me to.		
Signature of appellant or lawyer	Appellant/Appellant's lawy	er	Date:

#### 22. Notice of respondent's intention (r. 67)

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Notice of responde	nt's intention
Parties to the	Appellant		
appeal		Respondent	
Notice	☐ The respondent intends to take part in this appeal.		
[Tick one box]	☐ The respondent does no	ot intend to take part	in this appeal
	and will accept any ord	er made by the court	in the appeal
	other than as to costs.		
Cross appeal	☐ The respondent is not a	ppealing against the	primary
[Tick one box]	court's decision specific	ed in the appellant's	appeal notice.
	☐ The respondent also app	peals against the prin	nary court's
	decision specified in the appellant's appeal notice.		
Last date for	Last date:		
appealing <sup>1</sup>	Is an extension of time needed? Yes/No		
Leave to	Is leave to appeal needed? Yes/No		
appeal <sup>1</sup>	If yes, state the Act and section requiring leave:		
Legal	Is the respondent legally represented in this appeal? Yes/No <sup>2</sup>		
representation	Is the respondent applying for legal aid? Yes/No		
Respondent's	details for service <sup>2</sup>		
Name <sup>3</sup>			
Street address			
Telephone	Fax No.		
Email address			
Reference No.			
Signature of			Date:
respondent or			
lawyer	Respondent/Respondent's la	wyer	

#### Notes to Form 22 —

- Complete this only if the respondent also appeals against the primary court's decision.
- 2. If the respondent is represented by a lawyer, the respondent's details below must be the lawyer's. If the respondent is self-represented, the details must be the respondent's personal details.
- 3. Leave this line blank if the respondent is self-represented.

### 23. Application in an appeal (r. 68)

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Application in an	appeal
Parties to the	Appellant		
appeal	Respondent		
Applicant	Appellant/Respondent		
Application <sup>1</sup>	The applicant applies for —		
Conference between parties [Tick one box]	<ul> <li>□ The parties to this application have conferred about the issues giving rise to this application and have not resolved them.</li> <li>□ The parties to this application have not conferred about the issues giving rise to this application because²</li> </ul>		
Signature of applicant or lawyer	Applicant/Applicant's lawye		Date:

Notes to Form 23 —

- 1. State
  - the order or orders sought; and
- the written law and provision under which the application is made.
- 2. State the reasons why the parties have not conferred.

#### 24. **Consent notice (r. 70 & 73)**

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Consent notice	
Parties to the	Appellant		
appeal	Respondent		
Consent	We consent to the following order being made —		
Signature of			Date:
appellant or			
lawyer	Appellant/Appellant's lawyer		
Signature of	Date:		Date:
respondent or			
lawyer	Respondent/Respondent's lawyer		

#### **25.** Request for hearing (r. 63)

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Request for hearing	
Parties to the	Appellant		
appeal	Respondent		
Request	The appellant/respondent requests a hearing of the matter decided provisionally by [name of judge] on [date] in this appeal.		
Signature of	Date:		
party			
requesting or	Appellant/Respondent/		
lawyer	Appellant's lawyer/Respondent's lawyer		

# 26. Discontinuance notice (r. 72)

Supreme Court of Western Australia Criminal Appeals Act 2004 Part 2		No:	
		Discontinuance notice	
Parties to the	Appellant		
appeal	Respondent		
Notice	The appellant discontinues this appeal.		
Signature of	Date:		
appellant or			
lawyer	Appellant/Appellant's lawy	er	

#### 27. Certificate of conclusion of criminal appeal (r. 74)

Supreme Court of Western Australia		No:	
Criminal Appeals Act 2004 Part 2		Certificate of conclu	sion of
		criminal appeal	
Parties to the	Appellant		
appeal	Respondent		
Primary court's	decision		
Primary court	at		
Prosecution No.			
Prosecutor			
Accused			
Date of decision			
Judicial officer			
Result of appeal			
Supreme Court	Date(s):		
proceedings1	Presiding judge:		
Final outcome <sup>2</sup>	Date:		
Certificate	I certify that the information in this certificate is true and		
	correct.		
Signature	Date:		Date:
	Supreme Court judge/Registrar		

#### Notes to Form 27 —

- 1. Do not complete if appeal is discontinued.
- 2. Set out the Court's judgment and any consequential orders made or, if the appeal was discontinued, that it was discontinued.

[Form 27 amended-in: Gazette 19 Dec 2014 p. 4844.]

#### Schedule 2 — Information for witnesses

[r. 38(6)]

#### Notice to witness

This notice and the attached document(s) are very important.

Please read them very carefully. If you have any trouble understanding them, you should get legal advice as soon as possible.

Attached to this notice is either one or two witness summonses that have been issued by a court.

#### Your rights

You may be able to apply to the court to have the summons(es) set aside. If you want to make such an application you should get legal advice.

#### Your obligations

You must obey the summons(es) if at the time you were served with them or at some reasonable time before the date(s) when the summons(es) require you to appear in court —

- an amount that is likely to be sufficient to meet your reasonable expenses of attending court was tendered to you;
- arrangements to enable you to attend court were made with you; or
- you were provided the means to enable you to attend court.

If you do not obey the summons(es) you may be imprisoned or fined or both.

#### Are you restricted in where you can go by a legal order?

Read this if you are subject to a legal restriction on your movements that you might breach when you obey the summons(es); for example one of these —

- a bail undertaking;
- an order imposed on you by a court as or part of a sentence;
- a work and development order;
- a parole or other order imposed on you when you were released from prison.

If you are restricted in where you can go, you must —

- tell the person who supervises the order that restricts your movements; and
- tell the court that issued the summons(es); and
- tell the party that requested the summons(es),

as soon as practicable after you are served with the summons(es).

You must take all reasonable steps to have the restriction varied so that you can comply with the summons(es).

If the restriction is not varied you must tell the court that issued the summons(es) and the party that requested the summons(es) either —

- of the steps you took to have the restriction varied and that the restriction has not been varied; or
- that the law does not permit that variation,

whichever is the case.

### **Notes**

This is a compilation of the Criminal Procedure Rules 2005 and includes the amendments made by the other written laws referred to in the following table. The table also contains information about any reprint.

# **Compilation table**

Citation	Gazettal	Commencement
Criminal Procedure Rules 2005	29 Apr 2005 p. 1885-964	2 May 2005 (see r. 2)
Criminal Prodecure Amendment Rules 2006	15 Sep 2006 p. 3683-4	15 Sep 2006
Criminal Procedure Amendment Rules 2009	13 Oct 2009 p. 4034-5	r. 1 and 2: 13 Oct 2009 (see r. 2(a)); Rules other than r. 1 and 2: 14 Oct 2009 (see r. 2(b))
Criminal Procedure Amendment Rules 2010	21 Dec 2010 p. 6755-7	r. 1 and 2: 21 Dec 2010 (see r. 2(a)); Rules other than r. 1 and 2: 22 Dec 2010 (see r. 2(b))
Criminal Procedure Amendment Rules 2011	12 Jul 2011 p. 2923-4	r. 1 and 2: 12 Jul 2011 (see r. 2(a)); Rules other than r. 1 and 2: 13 Jul 2011 (see r. 2(b))
Criminal Procedure Amendment Rules (No. 3) 2011	8 Nov 2011 p. 4673-5	r. 1 and 2: 8 Nov 2011 (see r. 2(a)); Rules other than r. 1 and 2: 9 Nov 2011 (see r. 2(b))
<b>Reprint 1: The</b> <i>Criminal Procedure R</i> listed above)	ules 2005 as at 3	3 Feb 2012 (includes amendments
Criminal Procedure Amendment Rules 2012	19 Jun 2012 p. 2647-9	r. 1 and 2: 19 Jun 2012 (see r. 2(a)); Rules other than r. 1 and 2: 20 Jun 2012 (see r. 2(b))
Criminal Procedure Amendment Rules 2013	15 Mar 2013 p. 1203-5	r. 1 and 2: 15 Mar 2013 (see r. 2(a)); Rules other than r. 1 and 2: 16 Mar 2013 (see r. 2(b))
Criminal Procedure Amendment Rules (No. 2) 2013	19 Nov 2013 p. 5295-6	r. 1 and 2: 19 Nov 2013 (see r. 2(a));

Rules other than r. 1 and 2: 20 Nov 2013 (see r. 2(b))

Citation	Gazettal	Commencement
Criminal Procedure Amendment Rules 2014	19 Dec 2014 p. 4843-5	r. 1 and 2: 19 Dec 2014 (see r. 2(a)); Rules other than r. 1 and 2: 20 Dec 2014 (see r. 2(b))
<u>Criminal Procedure Amendment</u> <u>Rules 2018</u>	16 Nov 2018 p. 4524-5	r. 1 and 2: 16 Nov 2018 (see r. 2(a)); Rules other than r. 1 and 2: 17 Nov 2018 (see r. 2(b))

The Parole Board was replaced by the Prisoners Review Board. See *Parole and Sentencing Legislation Amendment Act 2006*.