

Form 29A

JUDGE CASE CONFERENCE CHECKLIST

Case Name:

Case Number:

S/N	Items	Status (*delete where inapplicable)
1	<u>Charges</u>	
	Proceeded Charge(s)	Total number of proceeded charge(s):
		Brief description of the proceeded charge(s):
Stood-Down Charge(s)	Total number of stood-down charges:	
2	<u>Statement of Agreed Facts (“SOAF”)</u>	<input type="checkbox"/> SOAF has been signed and filed <input type="checkbox"/> Draft SOAF is ready but has not been agreed and signed <input type="checkbox"/> Draft SOAF not ready <input type="checkbox"/> No SOAF will be used
3	<u>Witnesses</u>	
	Prosecution witnesses	Number of Prosecution <u>witnesses of fact</u> : Number of Prosecution witnesses whose evidence can be admitted by conditioned statements:

(see attached list of witnesses)	Number of Prosecution witnesses who will be required to give evidence at trial, either in examination-in-chief and/or cross-examination:
	Number of Prosecution <u>expert witnesses</u> :
	Areas on which each Prosecution expert will give evidence:
	Will expert report(s) (including medical report) be used: Y/N* If yes, has a copy of the expert report been served on the other party: Y/N*
	Likely length of Prosecution’s case: _____ days/ weeks*
Defence witnesses (see attached list of witnesses)	Number of Defence <u>witnesses of fact</u> : _____
	Number of Defence witnesses whose evidence can be admitted by conditioned statements:
	Number of Defence witnesses who will be required to give evidence at trial, either in examination-in-chief and/or cross-examination:
	Number of Defence <u>expert witnesses</u> :
	Areas on which each Defence expert will give evidence:
	Will expert report(s) (including medical report) be used: Y/N*

		If yes, has a copy of the expert report been served on the other party: Y/N*
		Likely length of Defence's case: _____ days/ weeks*
4	<u>Ancillary Hearing</u>	Number of statements given by the accused person(s) which Prosecution intends to admit as part of its case:
		Number of statements which the Defence is objecting to the admission of:
		Nature of challenge to admissibility (Threat/Inducement/Promise/Oppression):
		Estimated number of days required for an ancillary hearing:
5	<u>Applications to Court</u>	<input type="checkbox"/> Shielding measures <input type="checkbox"/> Evidence through video or television links <input type="checkbox"/> Gag orders <input type="checkbox"/> In-Camera proceedings <input type="checkbox"/> Joint-trial

[insert Name & Signature]

[Lead DPP / Lead Defence Counsel]*

*delete as appropriate