

**TO:** Office of the Director of Public Prosecutions,  
GPO Box 2403,  
BRISBANE QLD 4001

Officer of Director of Public Prosecutions  
BEENLEIGH

Commonwealth Director of Public Prosecutions,  
GPO Box 847,  
BRISBANE QLD 4001

Deputy Sheriff,  
Higher Courts Registry,  
PO Box 167,  
BRISBANE ALBERT STREET QLD 4002

Registrar  
District Court  
P O Box 383  
BEENLEIGH QLD 4207

**FULL HAND UP COMMITTAL ON MASTER TAPE ONLY NO TRANSCRIPT FORTHCOMING**

**OUTCOME PARTICULARS OF MATTERS LISTED FOR MENTION (if applicable)**

- Nolle Prosequi entered in relation to all charges on this Indictment at Mention and new indictment presented.
- Nolle Prosequi entered in relation to some charges on this Indictment at Mention and new indictment presented.
- Nolle Prosequi entered in relation to all charges on this Indictment at Mention and new indictment not presented.
- Nolle Prosequi entered in relation to some charges on this Indictment at Mention and new indictment not presented.

**SPECIAL COURT ORDER PARTICULARS (if applicable)**

- Bench Warrant** issued for arrest of accused.
- Bail Application** by accused in custody and bail granted.
- Bail Application** by accused in custody and bail refused.
- Crimes Confiscation Act Order** applied for and application granted in full or part.
- Crimes Confiscation Act Order** applied for and application refused.
- Charges Remitted** to be dealt with in another centre – Identify Court and Centre: \_\_\_\_\_
- Charges Remitted** to be dealt with in Magistrates Court.



**E CHARGE DISCONTINUANCE (if applicable)**

**NATURE OF ACTION**

- All charges on this indictment discontinued after indictment presented (NOLLE All Charges).
  - AND another indictment presented in substitution for this indictment.
- Some charges on this indictment discontinued (NOLLE).
  - AND a further indictment presented.
- Indictment stayed by order of the Court (STAY).

**STAGE AT WHICH ACTION TAKEN**

- After indictment presented, and
- Before the matter was listed for trial or sentence.
- Before the Friday review.
- During the week the matter was listed for trial or sentence.
- On the first day of trial.
- After the first day of trial (Day\_\_\_\_\_).
- On the day of sentence.

**DECISION INITIATING ACTION**

- Crown Decision
- Court Decision
- Accused Decision
- Decision of Mental Health Court

**REASON FOR ACTION**

- CASE ISSUE**
- No prima facie case.
- Material not supplied.
- Trivial matter.
- Not in the public interest to continue prosecution.
- No reasonable prospect of conviction.
- Reduced number of charges adequately reflects criminality.
- Change to correct drafting order.
- Other: \_\_\_\_\_

**WITNESS/COMPLAINANT ISSUE**

- Complainant does not wish to proceed.
- Witness avoiding police/has had a change of heart or allegiance.
- Witness:  deceased  in poor health  too old  too young
- Witness:  unreliable  in consistent  has poor memory  discredited
- Witness not available on listed trial date -  Police had advised that witness was unavailable.
- Other: \_\_\_\_\_

**ACCUSED ISSUE**

- Accused:  deceased  too ill to face proceedings in foreseeable future.

**JUDGE ISSUE**

- Intimated unsafe  Considered matter trivial  Ruled no case to answer  Ordered stay of indictment

**CONSULTATION PRIOR TO ACTION**

**POLICE**

- Consulted  Not Consulted

Name/Rank/Rego No: \_\_\_\_\_

Date of Contact: \_\_\_\_\_

Officer:  agreed  disagreed with the proposed action.

**COMPLAINANT**

- Consulted  Not Consulted

Name: \_\_\_\_\_

Date of Contact: \_\_\_\_\_

Complainant:  agreed  disagreed with the proposed action.

**PROSECUTOR WHO SIGNED THE PAPER NOLLE (if applicable):** \_\_\_\_\_

**F SUMMARY OF SENTENCE ON THIS INDICTMENT (if applicable)**

**IF MORE THAN ONE OFFENCE, SUMMARISE THE TOTAL EFFECTIVE SENTENCE - DO NOT RECORD THE INDIVIDUAL SENTENCES.**

- Accused sentenced as a CHILD
- Accused sentenced as an ADULT

- A CONVICTION was RECORDED
- A CONVICTION was NOT RECORDED

**IMPRISONMENT ORDERED**

IMPRISONMENT/DETENTION ORDERED

**CHILD**

- Child detained for \_\_\_\_ years \_\_\_\_ months.
- Order for Release of Child after serving \_\_\_\_% of detention.
- Immediate Release Order re child.
- (Child) Conditional Release Order for \_\_\_\_ years \_\_\_\_ months.

**ADULT**

- Life imprisonment.
- Adult imprisoned for \_\_\_\_ years \_\_\_\_ months.
- Adult imprisonment totally suspended.
- Adult imprisonment partially suspended after serving \_\_\_\_ years \_\_\_\_ months.
- Operational period of (adult) suspended imprisonment \_\_\_\_ years \_\_\_\_ months.
- Recommendation for parole after having served \_\_\_\_ years \_\_\_\_ months.

**Special Orders re Imprisonment**

- Declaration of serious violent offence
- Intensive correction order made.
- Indefinite sentence imposed.
- Imprisonment was ordered to be cumulative upon \_\_\_\_\_

Sentenced pursuant to Section 13A *Penalties and Sentences Act 1992*.

PRE-SENTENCE CUSTODY DECLARED \_\_\_\_ DAYS.

**NON CUSTODIAL ORDER**

INTERMEDIATE ORDER

- Probation for \_\_\_\_ years \_\_\_\_ months.
- Community Service 100 hours.
- Probation for \_\_\_\_ years \_\_\_\_ months and Imprisonment for \_\_\_\_ months.

DISCHARGE/RELEASE/GOOD BEHAVIOUR ORDER

- (Adult) Discharge/Release absolutely.
- (Adult) Release on Recognisance for \_\_\_\_ years \_\_\_\_ months
- (Child) Reprimand.
- (Child) Good Behaviour Order for \_\_\_\_ years \_\_\_\_ months  
Amount of recognisance \$ \_\_\_\_\_

FINE

- Fine in the amount of \$ \_\_\_\_\_
- Fine Option Order made.
- Default Period \_\_\_\_\_
- Time to Pay \_\_\_\_\_

COMMUNITY CONFERENCE ORDERED

SENTENCED TO THE RISING OF THE COURT

**ORDER MADE UPON BREACH PROCEEDINGS**

**ORDER MADE FOR BREACH OF SUSPENDED IMPRISONMENT ORDER**

- Operational period extended by \_\_\_\_\_
- Offender ordered to serve whole period of suspended sentence: \_\_\_\_\_
- Offender ordered to serve part of the period of suspended sentence: \_\_\_\_\_ (period) of \_\_\_\_\_ (total period)
- No further action taken.

**ORDER MADE FOR BREACH OF COMMUNITY BASED ORDER**

Type of Order Breached:       Probation                       Community Service                       Intensive Correction

Offender:

- Admonished and discharged.
- Sentenced in relation to the original offence.
- Ordered to pay \$ \_\_\_\_\_.
- Committed to prison for balance of term under Intensive Correction Order.
- No Action Taken.
- Number of community service hours increased.
- Period of community service extended by \_\_\_\_\_ years \_\_\_\_\_ months.

**ORDER MADE RE NON PAYMENT**

Type of Order Breached:       Fine                                       Compensation or Restitution

- Referred to SPER.
- No action taken.

**ADDITIONAL ORDERS**

**ORDERS RE PROPERTY**

**RESTITUTION or COMPENSATION ORDERED**

- Total amount ordered \$ \_\_\_\_\_
- Time to Pay \_\_\_\_\_
- In Default \_\_\_\_\_

**SECTION 685B (CODE) ORDER – PROPERTY HELD BY POLICE**

Property subject to order: \_\_\_\_\_

**DRUGS MISUSE ACT FORFEITURE ORDER MADE (Section 34 Drugs Misuse Act 1986)**

- DMA Forfeiture Order Made:
  - Real Estate     Motor Vehicle     Vessel     Aircraft     Shares     Bank Account
  - Cash \$ \_\_\_\_\_     Bank Account \$ \_\_\_\_\_     Other: \_\_\_\_\_
- Value of Property for Purpose of Order: \$ \_\_\_\_\_

**CRIMES CONFISCATION ACT ORDER MADE**

**PECUNIARY PENALTY ORDER** Made: \$ \_\_\_\_\_

**FORFEITURE ORDER** Made:

- Real Estate     Motor Vehicle     Vessel     Aircraft     Shares     Bank Account
- Cash \$ \_\_\_\_\_     Bank Account \$ \_\_\_\_\_     Other: \_\_\_\_\_
- Value of Property for Purpose of Order: \$ \_\_\_\_\_

**ORDERS RE ACCUSED**

**SEXUAL OFFENDER ORDERED TO REPORT TO POLICE (Section 19 Criminal Law Amendment Act 1945)**

Period specified to report for: \_\_\_\_\_

**RESTRAINING ORDER MADE (Section 359F Criminal Code)**

Order period specified: \_\_\_\_\_ years \_\_\_\_\_ months.

**DRIVERS LICENCE DISQUALIFIED (Section 187 Penalties and Sentences Act 1992 or Section 194 JJA)**

Disqualified Absolutely

Disqualified for a period of \_\_\_\_\_ years \_\_\_\_\_ months.

**WEAPON FORFEITED UNDER WEAPONS ACT (Section 155 Weapons Act)**

**DISQUALIFIED FROM HOLDING WEAPONS ACT LICENCE OR APPROVAL (Section 155 Weapons Act)**

**SPECIAL ORDER RE CHILD**

Parent of Child ordered to show cause why they should not pay compensation (Section 197).

Parent of Child ordered to pay compensation (Section 198). Amount \$ \_\_\_\_\_

Order for Child's identifying particulars to be taken (Section 194A JJA).

**G OFFENCE OUTCOME SUMMARY**

| COUNT NUMBER/S | INDICTMENT OFFENCE OUTCOME<br>(all counts with the same outcome can be summarised on the same line)<br>(use terms set out in the index below and attend to other actions as set out in bold in index) |
|----------------|---|
| 1-2            | GUILTY (P)  |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |

| OFFENCE | SUMMARY OFFENCE OUTCOME<br>(use terms set out in the index below and attend to other actions as set out in bold in index) |
|---------|---|
|         |   |
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| SECTION 189 OFFENCES TAKEN INTO ACCOUNT ON SENTENCE |
|---|
|   |
|   |

**INDEX OF TERMS TO BE USED IN "OUTCOME" COLUMN ABOVE**  
 GUILTY(P) – Guilty Plea      GUILTY (T) – Guilty Verdict      GUILTY (A-specify all offence) – Guilty Verdict to statutory alternative: (specify)  
 ALTERNATIVE – VERDICT NOT REQUIRED – Accused convicted on count (specify), verdict not required on this count.  
 NOT GUILTY – Not Guilty Verdict – PROSECUTOR COMPLETE A BRIEF NTOE OUTLINING DEFENCE ARGUMENT AT TRIAL.  
 NOLLE(S) – Nolle at start of proceedings – COMPLETE PART E CHARGE DISCONTINUANCE.  
 NOLLE(E) – Nolle after argument/evidence – COMPLETE PART E CHARGE DISCONTINUANCE.  
 NOLLE(M) – Nolle at mention – COMPLETE PART E CHARGE DISCONTINUANCE.  
 ADJOURNED(C) – Adjourned on Crown application – COMPLETE A NOTE RECORDING REASON.  
 ADJOURNED(D) – Adjourned on Defence application – COMPLETE A NOTE RECORDING REASON.  
 HUNG – Jury unable to agree.  
 STAY – Charge stayed by Court – COMPLETE PART E CHARGE DISCONTINUANCE.  
 NO TRUE BILL – No True Bill – COMPLETE PART E CHARGE DISCONTINUANCE.  
 MISTRIAL – Mistrial – Jury discharged without verdict – PROSECUTOR COMPLETE A BRIEF NOTE OUTLINING REASON FOR MISTRIAL.  
 NO CASE – Judge ruled no case to answer.  
 OTHER IN LIEU – Plea on another charge accepted in lieu of this charge – COMPLETE PART E CHARGE DISCONTINUANCE.  
 BREACH – Offender deal with for breach of earlier order.  
 BENCH WARRANT ISSUED – Accused did not appear

**E CHARGE DISCONTINUANCE (if applicable)**

**NATURE OF ACTION**

- All charges on this indictment discontinued after indictment presented (NOLLE All Charges).
  - AND another indictment presented in substitution for this indictment.
- Some charges on this indictment discontinued (NOLLE).
  - AND a further indictment presented.
- Indictment stayed by order of the Court (STAY).

**STAGE AT WHICH ACTION TAKEN**

- After indictment presented, and
- Before the matter was listed for trial or sentence.
- Before the Friday review.
- During the week the matter was listed for trial or sentence.
- On the first day of trial.
- After the first day of trial (Day\_\_\_\_\_).
- On the day of sentence.

**DECISION INITIATING ACTION**

- Crown Decision
- Court Decision
- Accused Decision
- Decision of Mental Health Court

**REASON FOR ACTION**

**CASE ISSUE**

- No prima facie case.
- Material not supplied.
- Trivial matter.
- Not in the public interest to continue prosecution.
- No reasonable prospect of conviction.
- Reduced number of charges adequately reflects criminality.
- Change to correct drafting order.
- Other: \_\_\_\_\_

**WITNESS/COMPLAINANT ISSUE**

- Complainant does not wish to proceed.
- Witness avoiding police/has had a change of heart or allegiance.
- Witness:     deceased     in poor health     too old     too young
- Witness:     unreliable     in consistent     has poor memory     discredited
- Witness not available on listed trial date -  Police had advised that witness was unavailable.
- Other: \_\_\_\_\_

**ACCUSED ISSUE**

- Accused:     deceased     too ill to face proceedings in foreseeable future.

**JUDGE ISSUE**

- Intimated unsafe     Considered matter trivial     Ruled no case to answer     Ordered stay of indictment

**CONSULTATION PRIOR TO ACTION**

**POLICE**

- Consulted     Not Consulted

Name/Rank/Rego No: \_\_\_\_\_

Date of Contact: \_\_\_\_\_

Officer:     agreed     disagreed    with the proposed action.

**COMPLAINANT**

- Consulted     Not Consulted

Name: \_\_\_\_\_

Date of Contact: \_\_\_\_\_

Complainant:     agreed     disagreed    with the proposed action.

**PROSECUTOR WHO SIGNED THE PAPER NOLLE (if applicable):** \_\_\_\_\_



**F SUMMARY OF SENTENCE ON THIS INDICTMENT (if applicable)**

**IF MORE THAN ONE OFFENCE, SUMMARISE THE TOTAL EFFECTIVE SENTENCE - DO NOT RECORD THE INDIVIDUAL SENTENCES.**

- Accused sentenced as a CHILD
- Accused sentenced as an ADULT

- A CONVICTION was RECORDED
- A CONVICTION was NOT RECORDED

**IMPRISONMENT ORDERED**

**IMPRISONMENT/DETENTION ORDERED**

**CHILD**

- Child detained for \_\_\_\_ years \_\_\_\_ months.
- Order for Release of Child after serving \_\_\_\_ % of detention.
- Immediate Release Order re child.

**ADULT**

- Life imprisonment.
- Adult imprisoned for \_\_\_\_ years \_\_\_\_ months.
- Adult imprisonment totally suspended.
- Adult imprisonment partially suspended after serving \_\_\_\_ years \_\_\_\_ months.
- Operational period of (adult) suspended imprisonment \_\_\_\_ years \_\_\_\_ months.
- Recommendation for parole after having served \_\_\_\_ years \_\_\_\_ months.

**Special Orders re Imprisonment**

- Declaration of serious violent offence
- Intensive correction order made.
- Indefinite sentence imposed.
- Imprisonment was ordered to be cumulative upon \_\_\_\_\_

- PRE-SENTENCE CUSTODY DECLARED \_\_\_\_ DAYS.**

**NON CUSTODIAL ORDER**

**INTERMEDIATE ORDER**

- Probation for \_\_\_\_ years \_\_\_\_ months.
- Community Service \_\_\_\_ hours.
- Probation for \_\_\_\_ years \_\_\_\_ months and Imprisonment for \_\_\_\_ months.

**DISCHARGE/RELEASE/GOOD BEHAVIOUR ORDER**

- (Adult) Discharge/Release absolutely.
- (Adult) Release on Recognisance for \_\_\_\_ years \_\_\_\_ months
- (Child) Reprimand.
- (Child) Good Behaviour Order for \_\_\_\_ years \_\_\_\_ months  
Amount of recognisance \$ \_\_\_\_\_

**FINE**

- Fine in the amount of \$ \_\_\_\_\_
- Fine Option Order made.
- Default Period \_\_\_\_\_
- Time to Pay \_\_\_\_\_

**COMMUNITY CONFERENCE ORDERED**

**SENTENCED TO THE RISING OF THE COURT**

**ORDER MADE UPON BREACH PROCEEDINGS**

**ORDER MADE FOR BREACH OF SUSPENDED IMPRISONMENT ORDER**

- Operational period extended by 12 months  
 Offender ordered to serve whole period of suspended sentence: \_\_\_\_\_  
 Offender ordered to serve part of the period of suspended sentence: \_\_\_\_\_ (period) of \_\_\_\_\_ (total period)

**ORDER MADE FOR BREACH OF COMMUNITY BASED ORDER**

- Type of Order Breached:       Probation                       Community Service                       Intensive Correction  
Offender:  
 Admonished and discharged.  
 Sentenced in relation to the original offence.  
 Ordered to pay \$ \_\_\_\_\_.  
 Committed to prison for balance of term under Intensive Correction Order.  
 No Action Taken.  
 Number of community service hours increased.  
 Period of community service extended.

**ADDITIONAL ORDERS**

**ORDERS RE PROPERTY**

**RESTITUTION or COMPENSATION ORDERED**

- Total amount ordered \$ \_\_\_\_\_  
 Time to Pay \_\_\_\_\_  
 In Default \_\_\_\_\_

**SECTION 685B (CODE) ORDER – PROPERTY HELD BY POLICE**

Property subject to order: \_\_\_\_\_

**DRUGS MISUSE ACT FORFEITURE ORDER MADE (Section 34 DMA)**

- DMA Forfeiture Order Made:  
 Real Estate     Motor Vehicle     Vessel     Aircraft     Shares     Bank Account  
 Cash \$ \_\_\_\_\_     Bank Account \$ \_\_\_\_\_     Other: \_\_\_\_\_  
Value of Property for Purpose of Order: \$ \_\_\_\_\_

**CRIMES CONFISCATION ACT ORDER MADE**

- PECUNIARY PENALTY ORDER Made:** \$ \_\_\_\_\_

**FORFEITURE ORDER Made:**

- Real Estate     Motor Vehicle     Vessel     Aircraft     Shares     Bank Account  
 Cash \$ \_\_\_\_\_     Bank Account \$ \_\_\_\_\_     Other: \_\_\_\_\_  
Value of Property for Purpose of Order: \$ \_\_\_\_\_

**ORDERS RE ACCUSED**

**SEXUAL OFFENDER ORDERED TO REPORT TO POLICE (Section 19 Criminal Law Amendment Act 1945)**

Period specified to report for: \_\_\_\_\_

**DRIVERS LICENCE DISQUALIFIED (Section 187 Penalties and Sentences Act or Section 194 JJA)**

- Disqualified Absolutely  
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**WEAPON FORFEITED UNDER WEAPONS ACT (Section 155 Weapons Act)**

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**SPECIAL ORDER RE CHILD**

- Parent of Child ordered to show cause why they should not pay compensation (Section 197).  
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| COUNT NUMBER/S | INDICTMENT OFFENCE OUTCOME<br>(all counts with the same outcome can be summarised on the same line)<br>(use terms set out in the index below and attend to other actions as set out in bold in index) |
|----------------|---|
| 1              | Breach  |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |
|                |   |

| OFFENCE | SUMMARY OFFENCE OUTCOME<br>(use terms set out in the index below and attend to other actions as set out in bold in index) |
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| SECTION 189 OFFENCES TAKEN INTO ACCOUNT ON SENTENCE |
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- NOLLE(E) – Nolle after argument/evidence – **COMPLETE PART E CHARGE DISCONTINUANCE.**
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- ADJOURNED(D) – Adjourned on Defence application – **COMPLETE A NOTE RECORDING REASON.**
- HUNG – Jury unable to agree.
- STAY – Charge stayed by Court – **COMPLETE PART E CHARGE DISCONTINUANCE.**
- NO TRUE BILL – No True Bill – **COMPLETE PART E CHARGE DISCONTINUANCE.**
- MISTRIAL – Mistrial – Jury discharged without verdict – **PROSECUTOR COMPLETE A BRIEF NOTE OUTLINING REASON FOR MISTRIAL.**
- NO CASE – Judge ruled no case to answer.
- OTHER IN LIEU – Plea on another charge accepted in lieu of this charge – **COMPLETE PART E CHARGE DISCONTINUANCE.**
- BREACH – Offender deal with for breach of earlier order.

**VICTIM SUPPORT SERVICES**

|                                |  |              |                               |
|--------------------------------|--|--------------|-------------------------------|
| <b>VICTIM SUPPORT SERVICES</b> |  | N/A          |                               |
| <b>VSS OFFICER</b>             |  | <b>PH :</b>  |                               |
| <b>COMPLAINANT</b>             |  | <b>V.I.S</b> | <b>ON FILE / ORDERED / NO</b> |
| <b>COMPLAINANT</b>             |  | <b>V.I.S</b> | <b>ON FILE / ORDERED / NO</b> |

**COMPENSATION [Copy and paste cells where compensation for more than one count is applicable]**

|                                       |     |
|---------------------------------------|-----|
| <b>INDICTMENT COUNT No.</b>           | N/A |
| <b>COMPLAINANT</b>                    |     |
| <b>ADDRESS</b>                        |     |
| <b>AMOUNT</b>                         |     |
| <b>ARE QUOTES ON THE FILE?</b>        |     |
| <b>COMPENSATION SCHEDULE ON FILE?</b> |     |

**CONFISCATIONS**

|   |     |
|---|-----|
| <b>Is a PO/Forfeiture order required?</b>   | N/A |
| <b>Application and draft order on file?</b> |     |
| <b>Defence have been notified?</b>          |     |

**SENTENCING CLERK INFORMATION**

|  |     |
|--|-----|
| <b>Does RecQuery have any other active files for accused?</b>                        | NO  |
| <b>Are there any summary matters for accused?</b>                                    | NO  |
| <b>Has the Sentencing Package for Instructing Clerks been done?</b>                  | YES |
| <b>If Ex-Officio Indictment has the Indictment been faxed to the District Court?</b> | N/A |

**PART B**

Circle the appropriate answer to each question below and initial next to the answer.

If NO in answer to any question: BEFORE THE INDICTMENT IS SIGNED – Take the necessary action to supply the required thing or advice to the defence.

Upon answering the questions and taking any required action, certify as required at the end of this checklist and place this checklist on file.

1. Has a copy of the accused's criminal history been supplied to the defence?
 

|                                      |                          |                                      |
|--------------------------------------|--------------------------|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Not Applicable |
|--------------------------------------|--------------------------|--------------------------------------|
2. Has a copy of the accused's record of interview (recording and transcript if available) and/or any other statements (oral or written) been supplied to the defence?
 

|                                      |                          |                                      |
|--------------------------------------|--------------------------|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Not Applicable |
|--------------------------------------|--------------------------|--------------------------------------|
3. Have all witness statements (other than those not subject to disclosure) been supplied to defence or defence advised in writing that they are available for collection?
 

|                                      |                          |                                      |
|--------------------------------------|--------------------------|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Not Applicable |
|--------------------------------------|--------------------------|--------------------------------------|
4. If there are any intended witnesses (other than those not subject to disclosure) who have not yet provided a statement - Has the defence been advised in writing of their names?
 

|                           |                          |   |
|---------------------------|--------------------------|---|
| <input type="radio"/> Yes | <input type="radio"/> No | <input checked="" type="radio"/> Not Applicable |
|---------------------------|--------------------------|---|
5. If any intended witness is an "affected child witness" - Has the defence been advised of the name and reason why the witness is an "affected child witness"?
 

|                           |                          |   |
|---------------------------|--------------------------|---|
| <input type="radio"/> Yes | <input type="radio"/> No | <input checked="" type="radio"/> Not Applicable |
|---------------------------|--------------------------|---|
6. If any testing (forensic or otherwise) has been or is being performed - Has the defence been supplied with a copy of the report or, if not yet available, been advised in writing of the nature of the test or procedure?
 

|                                      |                          |                                      |
|--------------------------------------|--------------------------|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Not Applicable |
|--------------------------------------|--------------------------|--------------------------------------|
7. Has the defence been advised of what exhibits the prosecution intends to rely upon?
 

|                                      |                          |                                      |
|--------------------------------------|--------------------------|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Not Applicable |
|--------------------------------------|--------------------------|--------------------------------------|
8. If it is intended to lead evidence of statements by persons who are dead or incapable of testifying – Has the defence been advised in writing of:
  - the intention to adduce evidence pursuant to Section 93B of the *Evidence Act*.
  - the name of the person making the representation.
  - the reason the person is unable to testify.
  - the name of the person who saw / heard / perceived the representation.
  - details of the representation and the circumstances in which it was made.

|                           |                          |   |
|---------------------------|--------------------------|---|
| <input type="radio"/> Yes | <input type="radio"/> No | <input checked="" type="radio"/> Not Applicable |
|---------------------------|--------------------------|---|

A Synopsis

## NOTES:

### IF YOU ARE NO LONGER ACTING IN MATTER

- (1) Please note that **Practice Direction No. 1 of 1992, CRIMINAL JURISDICTION OF DISTRICT COURT** indicates that Solicitors who acted for an accused person at a committal hearing (unless they have advised that they have ceased to act), or who commence to act for an accused person at any time after committal hearing, are expected to appear at the callover during the sittings to which the accused was committed unless they have been told that an indictment will not be presented on that date.

### IF OTHER CHARGES ARE PENDING

- (2) If your client(s) has other charges pending which you are instructed may proceed by ex officio indictment, please advise this Office as soon as possible giving details of the charges and the name and Station of the Arresting Officer in respect of those charges.

### IF A PLEA OF GUILTY IS INTENDED

- (3) *The Penalties and Sentences Act 1992* provides that a Court may when imposing a sentence have regard to the time at which the offender informed the relevant law enforcement agency of his or her intention to plead guilty. If your client(s) intends to plead guilty to the charge(s) in the indictment, please advise this Office in writing as soon as possible.

### IF YOU WISH TO MAKE A SUBMISSION

- (4) If your client(s) wishes to make a submission regarding reduction or discontinuance of the charge(s) in the indictment, whether before presentation of the indictment or after presentation, please forward the submission in writing to the Solicitor for Prosecutions at this Office as soon as possible. Written submissions are preferred.

### IF YOU WISH A COPY OF DEPOSITIONS OR EXHIBITS

- (5) If you wish to receive a copy of the Depositions then these are available upon request from the **Depositions Officer**, tel (07) 3239 6780.

All physical exhibits can be made available for inspection upon request from the **Exhibits Officer**, tel (07) 3239 0665. Copies of photographs are available from the Queensland Police Service pursuant to the *Police (Photographs) Act 1966-1981*.

| SEARCH POWERS EXERCISED                        | ARRESTING OFFICER                   |                          |                                     | BRIEF CHECKER                       |                                     |                                     | PROSECUTOR AGREES        |                          |                          |
|--|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
|  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27 Without warrant                             | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Person(s)                                      | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vehicle(s)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Premise(s) – Emergent Search conducted.        | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28 Magisterial order re emergent search.       | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29 Purpose of search explained.                | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30 Reasonable suspicion substantiated.         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31 Search warrant explained and executed.      | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of warrant and notice to occupier served. | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Warrant endorsed.                              | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of warrant attached.                      | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 32 Person(s) detained.                         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33 Officer's details provided.                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34 Crime Scene Warrant obtained.               | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 35 Notice to produce obtained.                 | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36 Surveillance warrant obtained.              | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Covert search warrant obtained.                | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38 Protection of methodologies applicable.     | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**INTERVIEWS AND STANDARD SAFEGUARDS**

|   |                                     |                                     |                                     |                                     |                                     |                                     |                          |                          |                          |
|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| 39 Suspect voluntarily accompanied police.                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 40 Lawful arrest made pursuant to S.198 PPRA.                             | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 41 Order for removal of person from correction/detention centre obtained. | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 42 Detention period provisions correctly applied.                         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Extension obtained.   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 43 Friend or relative/lawyer notified.                                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Friend or relative/lawyer present.  | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 44 Persons unreasonably interfering excluded.                             | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**RIGHTS OF VULNERABLE SUSPECTS**

|  |                          |                          |                                     |                          |                          |                          |                          |                          |                          |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 45 Child's interview friend present.               | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 46 Requisite capacity establishment.               | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 47 Interview friend for ATSI adult person present. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 48 Support person for an impaired person present.  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 49 Interpreter present.                            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 50 Consular office/embassy notified.               | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**CONFESSIONS/ADMISSIONS-ADMISSIBILITY**

|   |                                     |                          |                                     |                                     |                          |                                     |                          |                          |                          |
|---|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| 51 Warning administered before questioning re indictable offence(s) commenced.    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 52 Administration of safeguards electronically recorded.                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 53 All confessions/admissions electronically recorded.                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 54 Correct procedure for reading back a written record.                           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 55 Correct procedure adopted where suspect does not want to answer any questions. | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 56 Correct procedure adopted where suspect later agrees to be interviewed.        | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |