



CIVIL AND CRIMINAL GUIDELINES AND FORM

Notes for Supervising Barristers

A reader is required to attend court with you and participate in the associated preparation and conferences. Ideally, readers should be familiar with the brief before the start of proceedings and should be available before, during and after the hearing (at a mutually convenient time) to discuss the matter. This will ensure the reader obtains the maximum benefit from attending court. However, where that is not possible (eg because the reading has been arranged at short notice), materials should be provided to readers soon after the hearing commences and readers should be available at the end of the first day, and during and after the hearing, to discuss the matter.

A supervising barrister is defined as a barrister who is senior counsel or who has more than five years' experience as a barrister and holds an unrestricted practising certificate.

The 10 days of Civil Reading must comprise:

- A reader must complete a **minimum of five days** reading in first instance matters before a judge. The following matters are excluded: directions, motions, and interlocutory matters relating to practice and procedure; and
- A **maximum of two days** for preparation of matters which proceed to hearing (which you attend); and
- A **maximum of three days** in any of the following matters:
 - Appeals, including leave or special leave;
 - Substantive proceedings in a tribunal, arbitration, coronial inquiry or other statutory inquiry or hearing.

The 10 days of Criminal Reading must comprise:

- A reader must complete a **minimum of five days** in District / Supreme Court trials. The following matters are excluded: Undefended matters in the Local / Children's Court;; Mentions and call overs; and
- A **maximum of three days** in any of the following:
 - Committal proceedings
 - Court of Criminal Appeal
 - District Court all grounds appeal
 - District Court conviction and severity appeals
 - Sentencing
 - Defended matters in the Local and Children's Court
 - Contested matters in any other court
 - Special leave applications
 - Preparation of matters which proceed to hearing (which you attend).



NEW SOUTH WALES
BAR ASSOCIATION

Verification of Reading Form

Reader:

Court: _____ Criminal Civil

Date(s): _____ No. of Days: _____

Name of case: _____

Type of matter: _____

I certify the reader attended court; participated in the associated preparation and conference where possible; was familiar with the brief where possible and was available before, during or after the hearing to discuss the matter:

Signature (and print): _____

Court: _____ Criminal Civil

Date(s): _____ No. of Days: _____

Name of case: _____

Type of matter: _____

I certify the reader attended court; participated in the associated preparation and conference where possible; was familiar with the brief where possible and was available before, during or after the hearing to discuss the matter:

Signature (and print): _____

Signature of Reader: