

In the Crown Court at Manchester

Regina

-v-

[Defendant's name]

Pre-trial Questionnaire

The following pre-trial checklist must be completed by prosecution and defence trial counsel and uploaded to Section O (Trial Documents) on the DCS no later than 24 hours prior to the Pre-trial Review. It is vital that all parties fully engage in preparing for the Pre-trial Review hearing.

1.	Counsel's names:	Prosecution: Defence:
2.	How many prosecution witnesses are to be called to give evidence? Please give the names of the witnesses and the page references for their statements on the DCS.	
3.	In what order will the prosecution witnesses be called?	
4.	In respect of each prosecution witness to be called please identify: (a) the likely length of examination in chief; and (b) the likely length of cross-examination. To ensure the smooth progress of the trial, the court will require the parties to schedule the witnesses and, in so far as it is practicable, to keep to a strict timetable.	

5.	<p>Does any prosecution witness require special measures? If so, please (a) identify the witness, and (b) the special measures required.</p> <p>Given the configuration of the courtrooms to be used for socially distanced trials, it will not be possible for witnesses to use screens</p>	
6.	<p>In respect of each defence witness who may be called (including the defendant), please identify: (a) the likely length of examination in chief; and (b) the likely length of cross-examination.</p> <p>Unless it is certain that the defendant will not give evidence, please assume that s/he will.</p>	
7.	<p>Trial bundle:</p> <ul style="list-style-type: none"> a. Is it agreed? b. Copies to be supplied individually to each juror, in wipe clean folders 	
8.	<p>ABE interview: is there an agreed edited transcript? If not, when will it be uploaded?</p>	
9.	<p>Defendant's interview: is there an agreed edited transcript? If not, when will it be uploaded?</p>	
10.	<p>Legal issues:</p> <ul style="list-style-type: none"> a. What legal issues are to be determined before the jury is sworn? b. What other legal issues will or are likely to arise in the course of the trial? 	
11.	<p>Are any prosecution witnesses to be accompanied by supporters? To ensure social distancing, there should be no more than one 'supporter' per witness and, if possible both people should be from the same household.</p>	

	The prosecution must supply the court with the names of each witness who is likely to be accompanied.	
12.	Prosecution and defence must notify the court if supporters, relatives and family are proposing to attend the trial, and to give an indication of the likely numbers.	
13.	Trial readiness. Please confirm that prosecution and defence are trial ready. If not, why not?	

Signed.....(Prosecution)

Date.....

Signed.....(Defence)

Date.....

Electronic signatures are sufficient.