*This form provides an administrative notice under section 271 AA (2) of the Criminal Procedure (Scotland) Act 1995 so that a vulnerable witness can exercise their automatic entitlement to “standard special measures” when they attend for a court hearing.*

**THE CASE:**

This witness will be called to give evidence in the case of

|  |
| --- |
| *Case Name i.e. HMA v …….* |

The SCTS case reference, if known, is:

|  |
| --- |
| *Case Reference* |

The PF case reference is:

|  |
| --- |
| *Case Reference* |

That case will call in:

|  |
| --- |
| *Court Name* |

This notice is lodged by:

|  |
| --- |
| *SURNAME, first name, middle name* |

*Delete as appropriate*

|  |
| --- |
| *The Procurator Fiscal*  *The legal representative for the accused*  *The accused (who is unrepresented)* |

**THE WITNESS:**

The name of the witness is:

|  |
| --- |
| *SURNAME, first name, middle name* |

This witness is:

*Complete the relevant line:*

|  |
| --- |
| *A CHILD born on DD/MM/YY, and they were NN years old on the date of commencement of proceedings*  *An ADULT born on DD/MM/YY* |

In terms of the Criminal Procedure (Scotland) Act 1995: this witness is considered vulnerable under:

*Delete as appropriate*

|  |
| --- |
| *Sec 271 (1) (a) Child Witness – under 12 years*  *Sec 271 (1) (a) Child Witness – 12-15 years*  *Sec 271 (1) (a) Child Witness – 16-17 years*  *Sec 271 (1) (c) Deemed Vulnerable – Human Trafficking Complainer – sec 22 CJ (S) A 2003*  *Sec 271 (1) (c) Deemed Vulnerable – Human Trafficking Complainer – sec 4 AI (TOC) A 2004*  *Sec 271 (1) (c) Deemed Vulnerable – Human Trafficking Complainer – sec 1 HTE (S) Act 2015*  *Sec 271 (1) (c) Deemed Vulnerable – Sexual Offence Complainer – para’s 36-59ZL Schedule 3*  *Sec 271 (1) (c) Deemed Vulnerable – Domestic Abuse Complainer*  *Sec 271 (1) (c) Deemed Vulnerable – Stalking Complainer* |

**THE STANDARD SPECIAL MEASURES REQUIRED:**

This witness has requested the following “standard special measures”:

*Delete as appropriate:*

|  |  |
| --- | --- |
| *Sec 271 J*  *Sec 271 J*  *Sec 271 J* | *Live TV Link – Within a court building*  *Live TV Link – From court–to-court*  *Live TV Link – From a remote site* |
| *Sec 271 K* | *Screen* |
| *Sec 271 L*  *Sec 271 L*  *Sec 271 L*  *Sec 271 L*  *Sec 271 L* | *Supporter – Friend or Relative*  *Supporter – Rape Crisis Scotland*  *Supporter – Witness Service*  *Supporter – Women’s Aid*  *Supporter - Other* |

**THE ADDITIONAL INFORMATION:**

Has a date for the hearing been fixed?

|  |
| --- |
| *Yes/No* |

If yes, what is the date of that hearing?

|  |
| --- |
| *DD/MM/YY* |

Date application has been lodged:

|  |
| --- |
| *DD/MM/YY* |

Application made in time with legislative deadlines?

|  |
| --- |
| *Yes/No* |

If no, what is the cause shown?

|  |
| --- |
| *Please provide a short statement explaining the reason for the late lodging:* |

*Only complete if relevant:*

Arrangements have been made for an interpreter in:

|  |
| --- |
| *language* |

*Only complete if relevant:*

The court should be made aware of the following “additional information”:

|  |
| --- |
| *Please provide a very short succinct statement of what is relevant such as:*   * *The witness has a disability: they will be using a wheelchair, or they will need access to a hearing loop etc.* * *The witness needs assistance with communication: they will be using the following assistive devices etc.* * *The witness has raised concerns about intimidation; to avoid further intimidation we would suggest…* * *There is a risk this witness could have a violent or abusive reaction when stressed and that can be mitigated by…* |

**INTIMATION OF THIS NOTICE:**

This witness has been (or will be) cited on behalf of the:

*Delete as appropriate*

|  |
| --- |
| *Prosecution*  *Defence* |

A copy of this notice has been intimated to:

*Where prosecution is citing the witness - delete as appropriate*

|  |
| --- |
| *The legal representative of accused*  *The accused (who is unrepresented)*  *The supporter* |

*Where defence is citing the witness - delete as appropriate*

|  |
| --- |
| *The Crown Agent*  *The Procurator Fiscal*  *The supporter* |

Please lodge this notice with:

Justiciary Office for High Court cases

Sheriff Clerk's Office for Sheriff Court cases