*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