

Annexure A

**JOINT CALL OVER INSTRUCTION FORM**

Parties are to file a single, completed document no later than 7 days prior to call over by emailing the document to [SCCriminal@courts.act.gov.au](mailto:SCCriminal@courts.act.gov.au); [SCRegistrar@courts.act.gov.au](mailto:SCRegistrar@courts.act.gov.au) and [Associate.McCallumCJ@courts.act.gov.au](mailto:Associate.McCallumCJ@courts.act.gov.au).

**SCC NUMBER:**

**NAME OF MATTER:**

**DATE OF CALL OVER:**

**Parties**

<b>Accused</b>	
Solicitor:	
Email address:	
Counsel:	
Unavailable dates of counsel:	
<b>Director of Public Prosecutions</b>	
ACT / Commonwealth:	
Email address:	
Counsel:	
Unavailable dates of counsel:	

**Trial**

Is the accused in custody?  If yes, is the accused in custody solely referable to these charges?	
Has a judge alone election been filed?	
Agreed trial length	
Unavailable dates for witnesses (DPP) <i>(Include name of witness and role in trial)</i>	
Unavailable dates for witnesses (defence) <i>(Include name of witness and role in trial)</i>	
What, if any, priority considerations are relevant to this matter (see paragraph 23 of Practice Direction 1 of 2026).	
Are there any <i>other</i> relevant considerations to draw to the attention of the court?	
Does this matter involve evidence being given at a pre-trial hearing? Has this already occurred or are dates already allocated?	
Are there any pre-trial applications that are to be heard at or during the trial?	

## Annexure A

### Remote witness room requirements

*[delete if not applicable]*

How many witnesses will be required to give evidence in the remote witness suite?	
Estimate of the length of remote witness evidence?	
Is recording of the evidence required?	