

Rules of the Supreme Court, 1986
Supreme Court of Newfoundland and Labrador – Court of Appeal
Criminal Appeal Rules (2002)

COURT OF APPEAL PRACTICE NOTE

CAPN No. 2011-01

DATE ISSUED: January 17, 2011

RULES AFFECTED: Civil Rules: Rule 57.06; 57.14
Criminal Rules: Rule 11; 13

PREVIOUS PRACTICE NOTES AFFECTED: CAPN No. 2006-01

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The following Practice Note was filed with the Registrar, as Secretary of the Rules Committee of the Court of Appeal, and is published pursuant to Rule 57.31(3) of the **Rules of the Supreme Court, 1986** and Rule 27 of the **Supreme Court of Newfoundland and Labrador – Court of Appeal Criminal Appeal Rules (2002)**.

PREPARATION AND FILING OF TRANSCRIPTS

Background and Purpose


1. The Court is contemplating the implementation of standards for the preparation of transcripts to be filed in the Court to facilitate ease of access to portions of the evidence that may be relevant to the appeal and to prepare for the introduction of provisions for the filing and use of transcripts electronically.
2. At present, there is no requirement that an index of key words be provided with the paper copies of the transcript that must be filed under the relevant rules of court.
3. As an interim measure, pending development of general transcript preparation and filing standards, the Court wishes to have some form of transcript search feature available for every transcript that is filed. The


easiest and most cost effective method has been determined to be the use of "search" features on existing word processing programs.

Practice Note

4. Henceforth, all transcripts submitted for filing in the Court should be prepared using Microsoft Word word-processing software in a manner that will enable electronic search and find word and phrase identification to be utilized by the user of the finished product. **(At present, the Court uses the 2003 version of the Microsoft Word software. Persons using later versions should save their product in the 2003 version. When the Court's version is updated - as is planned for later in 2011 - a notice to the profession will be issued).**
5. All parties filing transcripts in the Court must provide to the Court, along with the required paper copies, four (4) copies of read-only CDs of the transcript in a format that will enable electronic word and phrase searches of the transcript to be undertaken.
6. The paper copy of the transcript, as filed in the Court, will continue to be regarded as the official record for the purposes of the appeal. Any inconsistencies between the electronic version and the paper version shall be resolved in favour of the paper version.

Authorized by:


 Chief Justice of Newfoundland and Labrador
 Court of Appeal
 Supreme Court of Newfoundland and Labrador


 Christopher P. Curran, Q.C.
 Registrar of the Supreme Court of
 Newfoundland and Labrador
 Secretary, Rules Committee of the
 Court of Appeal