

## **OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS**

### **Circular Note No. 1 of 2012**

The Director of Public Prosecutions wishes to bring to your attention the following procedures which will henceforth govern an application for communication of brief:

- (a) an application for communication of brief should be made at any time but not later than 45 days of the scheduled trial date. The application shall be accompanied by a non-refundable processing fee of Rs 200;
  - (b) a copy of the brief will, in normal circumstances, be ready for collection at least 15 days prior to the scheduled trial date;
  - (c) payment for collection of the brief will have to be made at the Office of the Director of Public Prosecutions (ODPP) upon collection, except for payment in relation to photographs and plans which will have to be made to the Police; and,
  - (d) a rate of Rs 5.00 per page photocopied will be charged.
2. If the ODPP has to, exceptionally, outsource photocopying services to a private operator, payment must be effected at the ODPP at the rates charged by the private operator.
3. The above procedures will take effect in respect of cases scheduled for trial on 1 March 2012 and onwards.

**10 January 2012**

**S. BOOLELL, SC**  
**Director of Public Prosecutions**