

**41. Practice Direction No 4 of 2007 – Preparation of Transcript**

In order to avoid confusion as to the preparation of transcripts, the following directions are given:

1. Subject to paragraph 5 of this Practice Direction, in the criminal jurisdiction the only transcripts that will be transcribed automatically are as follows:
  - (i) Evidence and submissions during jury trials, including proceedings after the trial has commenced in the absence of the jury such as submissions, reasons for decisions delivered orally, voir dire, Basha enquiries and special hearings.
  - (ii) Reasons for sentence.
2. In particular, in criminal trials, the transcript of opening and closing addresses and the summing up will not be transcribed automatically.
3. If an appeal against conviction is filed, the summing up will be transcribed.
4. Subject to paragraph 5 of this Practice Direction, in the civil jurisdiction no transcripts will be transcribed automatically.
5. In the appellate jurisdiction, oral extempore reasons for decision will be transcribed automatically.
6. Subject to an order of a Judge or the Master to the contrary, transcripts not automatically transcribed will be provided on request at the cost of the person making the request.
7. Transcripts not automatically transcribed and sought without payment of a fee will only be transcribed by order of a Judge or the Master.

2 July 2007