

## **Directions for Evidence by Video Link for Disciplinary Committee Hearings**

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In light of the Covid 19 Pandemic the Disciplinary Committee of the General Legal Council will be hearing matters by video link until further advised.

The following directions accordingly are being issued:

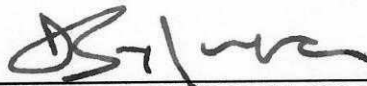
1. All persons who will be giving evidence by video link will be required to take the oath or affirm. Persons taking the oath should have a Bible available.
2. The party or witness attending by video link must have the bundles of documents upon which the parties intend to rely to enable them to refer to same.
3. The respective bundles should be the same as those sent to the Disciplinary Committee of the General Legal Council. These bundles must be sent to the Disciplinary Committee of the General Legal Council electronically and by hard copy.
4. At the commencement of the proceedings, all persons attending remotely must identify themselves and must inform the Panel whether any person enters or leaves the remote site during the proceedings. All persons present in the room must be within view of the Panel.
5. Apart from the person giving evidence and the Complainant or Respondent, no person should be present at the remote site when another person at the remote site is giving evidence.
6. During the giving of evidence, the witness should be able to see the person asking the questions.
7. Any person who is giving evidence by video link must advise the Secretary of the Disciplinary Committee of any physical disabilities/impairment which may affect that person's ability to give evidence and therefore may require special arrangements.

Examples include being visually impaired or hearing impaired. Persons who are hearing impaired are required to propose a third party (not being a witness) who is prepared to give an oath or affirmation to faithfully translate what the witness is saying.

8. Persons giving evidence by video link may use a mobile device, a desktop computer, laptop or tablet. All persons using video link must have a reliable internet connection (wired or wireless), speaker and a microphone (built-in, USB plug in or bluetooth), a webcam (built-in or USB plugin).
9. On a Saturday, matters will be heard between the hours of 10:00 a.m. and 1:00 p.m. Eastern (Bogota) Standard Time and therefore persons giving evidence by video link should make every effort to be available for that period of time.
10. Persons giving evidence by video link must do so in a quiet, private and convenient area.
11. Proceedings are formal and quasi-judicial and therefore persons giving evidence by video link must therefore dress in an appropriate manner specifically as if attending a court.

**N.B. PLEASE BE ADVISED THAT FAILURE TO COMPLY WITH THESE DIRECTIONS MAY RESULT IN THE COMPLAINT BEING DELAYED AND/OR THE MATTER PROCEEDING IN YOUR ABSENCE.**

**Dated the 18<sup>th</sup> day of May 2020**



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**DANIELLA GENTLES-SILVERA  
CHAIRMAN OF THE DISCIPLINARY COMMITTEE  
OF THE GENERAL LEGAL COUNCIL**