

## SCHEDULE 1

Regulation 3

### FORM 1 JURY NOTICE Article 4(3) and (4) of the Juries (Northern Ireland) Order 1996 Regulation 3(1) and Form 1 in the Schedule to the Juries Regulations (Northern Ireland) 1996

(Here state the name, address and reference number of the person to whom the Notice is to be sent.)

(Here state The Juries Officer and the address and telephone number of the Court Office.)

#### PURPOSE OF THIS NOTICE

In accordance with the procedure laid down in Article 4 of the Juries (Northern Ireland) Order 1996 your name has been selected for jury service for the year beginning 1st September next.

You are liable for jury service if you are aged between 18 and 70 and registered as an elector subject to the following exceptions:

You may be:

- (a) not qualified for jury service;
- (b) disqualified for jury service;
- (c) ineligible for jury service; or
- (d) excusable from jury service as of right and claim that right.

#### THE PROCEDURE

Unless you fall within one of the exceptions mentioned in (b) to (d) above your name will now be included on the Divisional Jurors List from which panels of jurors will be drawn throughout the next year. If your name is included in the panel you may therefore be called upon during the coming year to serve as a juror. If you are called upon you will receive a jury summons which will tell you the time and the place at which you are to attend.

#### WHAT YOU NEED TO DO NOW

You are required to fill in the **enclosed Form of Return** to the best of your knowledge and belief and return it to me **WITHIN 14 DAYS**. Failure to do so without lawful excuse or the willful making of a false statement of any matter specified in the Form of Return is an offence punishable by a fine of up to £1,000.

You may be:

- (a) not qualified for jury service;
- (b) disqualified for jury service;
- (c) ineligible for jury service; or
- (d) excusable from jury service as of right.

You will find a list of those included in each of these categories below.

You are advised to read the list carefully and decide whether you fall within any of those categories. If you are excusable from jury service as of right and wish to claim that right you should claim your right to be excused on the form.

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

**It is an offence knowingly to serve on a jury in the Crown Court if you are not qualified for jury service or in any court if you are disqualified for jury service. In either case this is punishable by a fine of up to £5,000.**

#### **EXCUSAL FROM JURY SERVICE AND DEFERRAL OF JURY SERVICE**

If you are summoned to attend for jury service the judge has certain powers to defer your service until a later date or to excuse you for that sitting or in respect of a particular trial or period of time if you have a good reason.

You may, if you wish, make an application to defer your service or to be excused for a period of time or in respect of a particular trial but not at this stage — **only after you receive the jury summons.**

In particular, the judge:

- (a) must excuse those described in the list in Section C of this notice;
- (b) may divide the panel of jurors into sections and excuse those in one or more of the sections on specified days;
- (c) may excuse a person who applies for excusal for a period of time or in respect of a particular trial if he is satisfied there is good reason (you will be given an opportunity to do this if you receive a summons);
- (d) may defer a person's service and amend the summons accordingly (but this power may only be exercised once in respect of each jury summons).

#### **LISTS OF THOSE NOT QUALIFIED, DISQUALIFIED, INELIGIBLE AND EXCUSABLE FROM JURY SERVICE AS OF RIGHT**

##### **SECTION A**

#### **PERSONS NOT QUALIFIED AND DISQUALIFIED FOR JURY SERVICE**

**NOT QUALIFIED.** (i.e. Persons who must not serve on a jury in the Crown Court but may serve on a jury in the High Court or a Coronor's Court)

1. Any person who is on bail in connection with an offence.

**DISQUALIFIED.** (i.e. Persons who must not serve on a jury in any court)

2. Any person who has at any time been convicted by a court in the United Kingdom, the Channel Islands or the Isle of Man and sentenced

- (a) to imprisonment for life or for a term of five years or more; or
- (b) to be detained during Her Majesty's pleasure or during the pleasure of the Secretary of State or during the pleasure of the Governor of Northern Ireland.

3. Any person who at any time in the last ten years has in the United Kingdom or the Channel Islands or the Isle of Man

- (a) served any part of a sentence of imprisonment or detention; or
- (b) been detained in a young offenders centre; or
- (c) had passed on him or (as the case may be) made in respect of him a recorded sentence of imprisonment, a suspended sentence of imprisonment or an order for detention; or
- (d) had made in respect of him a community service order.

4. Any person who at any time in the last five years has, in the United Kingdom or the Channel Islands or the Isle of Man, been placed on probation.

## **SECTION B**

### **PERSONS INELIGIBLE FOR JURY SERVICE**

#### **PERSONS CONCERNED WITH THE ADMINISTRATION OF JUSTICE**

Persons holding or who have at any time held any paid, judicial or other office belonging to any court of justice in Northern Ireland,

Justices of the peace,

Members of the juvenile court panels,

The Chairman or President, the Vice-Chairman or Vice-President and the registrar and assistant registrar of any Tribunal,

Barristers at law and solicitors whether or not in actual practice as such,

Solicitors' clerks,

Students of the Inn of Court of Northern Ireland or of the Law Society of Northern Ireland,

The Director of Public Prosecutions for Northern Ireland and members of his staff,

Officers of the Northern Ireland Office or of the Lord Chancellor's Department,

Members of the Northern Ireland Court Service,

Governors, chaplains and other officers of, and members of boards of visitors of visiting committees for, the following establishments

(a) a prison within the meaning of the Prison Act (Northern Ireland) 1953;

(b) a remand home, training school, or attendance centre within the meaning of the Children and Young Persons Act (Northern Ireland) 1968; or

(c) a remand centre or young offenders centre within the meaning of the Treatment of Offenders Act (Northern Ireland) 1968.

The warden or a member of the staff of a bail hostel as defined in Article 2(2) of the Probation Board (Northern Ireland) Order 1982,

Members of the Probation Board for Northern Ireland,

Probation officers and persons appointed to assist them,

A person appointed for the purposes of Article 7(6) of the Treatment of Offenders (Northern Ireland) Order 1976,

Members of the Royal Ulster Constabulary and the Royal Ulster Constabulary Reserve and any other person employed in any capacity by virtue of which he has the powers and privileges of a constable,

Members and staff of the Police Authority for Northern Ireland and persons employed for police purposes by the Police Authority for Northern Ireland,

Members and staff of the Independent Commission for Police Complaints for Northern Ireland,

Persons in charge of, or employed in, a forensic science laboratory,

Prisoner custody officers within the meaning of section 122(1) of the Criminal Justice and Public Order Act 1994,

Members and employees of the Criminal Cases Review Commission,

Persons who at any time within the past ten years have been persons falling within any of the foregoing descriptions (except the first) of persons concerned with the administration of justice.

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### **THE FORCES**

Persons serving on full pay as members of any of the naval, military or air forces of the Crown raised in the United Kingdom.

Members of the Royal Irish Regiment.

### **OTHER PERSONS**

Persons suffering from mental disorder within the meaning of the Mental Health (Northern Ireland) Order 1986.

Persons unable to understand the English language.

### **SECTION C**

#### **PERSONS EXCUSABLE FROM JURY SERVICE AS OF RIGHT**

##### **Parliament**

Peers and peeresses entitled to receive writs of summons to attend the House of Lords.

Members of the House of Commons.

##### **Northern Ireland Assembly**

Members of the Northern Ireland Assembly.

Officers and servants of the Northern Ireland Assembly.

##### **European Parliament**

Representatives to the European Parliament.

##### **Public officials**

The Northern Ireland Parliamentary Commissioner for Administration and the Northern Ireland Commissioner for Complaints.

Persons in the Northern Ireland Civil Service receiving a salary on a scale the maximum of which is not lower than the maximum of the Grade 5 scale.

The Chief Electoral Officer and persons appointed to assist him.

The Comptroller and Auditor General for Northern Ireland.

The Secretary and any Director of the Northern Ireland Audit Office.

Officers employed in any capacity by the Commissioners of Customs and Excise or Commissioners of Inland Revenue.

Officers in charge of a head office in Northern Ireland of a department of the Government of the United Kingdom.

Inspectors of schools.

Inspectors appointed under section 123 of the Mines Act (Northern Ireland) 1969

##### **Clergy, etc**

A person in Holy Orders and a regular minister of any religious denomination.

Vowed members of any religious order living in a monastery, convent or other religious community.

Practising members of a religious society or order the tenets or beliefs of which are incompatible with jury service.

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### **Professions**

Professors and members of the teaching staff of a university or institution of further education and full-time teachers in any school.

Masters of vessels, duly licensed pilots and lighthouse keepers.

The following persons, if actually practising their profession and registered (including provisionally or temporarily registered), enrolled or certified under the statutory provisions relating to that profession-

medical practitioners;

dentists;

nurses;

midwives;

veterinary surgeons and veterinary practitioners;

pharmaceutical chemists.

### **Persons aged between 65 and 70 years**

Persons aged between 65 and 70 years.

FORM 2 **FORM OF RETURN** Article 4(3) and (4) of the Juries (Northern Ireland) Order 1996 Regulation 3(1) and Form 2 in the Schedule to the Juries Regulations (Northern Ireland) 1996



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If the answer is No please go to Part IV.

If the answer is Yes:

10. Please state which category of person within Section B you are within:

**PART IV EXCUSABLE FROM JURY SERVICE AS OF RIGHT**

(see Section C of the enclosed Notice to Jurors which lists those excusable as of right)

Please give the following details:

11. Are you excusable from jury service as of right (i.e. do you fall within any of the categories in Section C of the enclosed Notice to Jurors)

Yes

No

If the answer is No please go to Part V.

If the answer is Yes:

12. Please state which category of person within Section C of the Notice to Jurors you are within to entitle you to claim excusal as of right:

13. If you are entitled to claim excusal as of right do you wish to be excused?

Yes

No

If you have answered Yes to questions 11 and 13 you will be excused and you will not receive a jury summons.

**PART V DECLARATION: TO BE COMPLETED BY ALL PERSONS**

15. I declare that the particulars given and the statements made on this form are true and correct to the best of my knowledge and belief.

Signed

Date

Please return to: **The Juries Officer**  
( ) Courthouse  
at (address)

FORM 3JURY SUMMONS

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

(Here state Jury Panel Number)

Article 8 of the Juries (Northern Ireland) Order 1996  
Regulation 3(2) and Form 3 in the Schedule to the  
Juries Regulations (Northern Ireland) 1996

(Here state the name, address and reference number of the person to whom the Summons is to be sent.)

(Here state The Juries Officer and the address and telephone number of the Court Office.)

**You are required to attend as a juror at (name and address of courthouse) at (time) on (here state first day required) and to attend until your jury service is complete.**

**Please bring this summons to court with you.**

**Failure to attend the court on the date and time notified above or leaving the court thereafter without permission is punishable by a fine of up to £1,000.**

You must attend the court pursuant to this summons in any case but you should also read the enclosed notice and establish if you fall within any of the categories of:

- (a) not qualified for jury service;
- (b) disqualified for jury service;
- (c) ineligible for jury service; or
- (d) excusable from jury service as of right.

You may also ask to be excused from jury service in respect of the period of this sitting or for a particular period or particular trial if you have a good reason (see Part II overleaf).

**WHAT YOU NEED TO DO**

1. Attend the court on the date and time mentioned above. Bring this summons with you (remember to sign Part III below). Remember you are liable to a fine if you do not attend.
2. If either Part I or Part II below applies to you complete the section below and send it to the Juries Officer at the court.
3. If your circumstances have changed since you received the Jury Notice and you now fall within any of the categories (b) to (d) above you should write to the Juries Officer enclosing the summons and let him know.

**PART I NOT QUALIFIED FOR JURY SERVICE**

Please tick relevant box

**If you are on bail for an offence you are not qualified for jury service in the Crown Court please give the following details**

Are you on bail for an offence?       Yes       No

If the answer is No go to Part II.

If the answer is Yes:

Name and place of court where bail was granted:

Date when bail was granted:



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**PART II TO BE COMPLETED BY THOSE SEEKING EXCUSAL FROM SERVICE OR TO HAVE JURY SERVICE DEFERRED FOR GOOD REASON**

Although this summons requires you to attend for jury service the judge has certain powers to defer your service until a later date or to excuse you for this sitting or in respect of a particular trial or period of time if you have a good reason.

You may, if you wish, make an application to defer your service or to be excused for a period of time or in respect of a particular trial but only after you receive the jury summons.

In particular, the judge:

- (a) must excuse those described in the list in Section C of the enclosed lists,
- (b) may divide the panel of jurors into sections and excuse those in one or more of the sections on specified days;
- (c) may excuse a person who applies for excusal for a period of time or in respect of a particular trial if he is satisfied there is good reason;
- (d) may defer a person's service and amend the summons accordingly (but this power may only be exercised once in respect of each jury summons).

**What is your reason for seeking excusal from jury service or to have your service deferred?**

**When will you be available for jury service?**

**You will be notified of the decision but remember unless you hear to the contrary you must attend pursuant to this summons — you may be liable for a fine if you do not.**

**PART III DECLARATION:  
TO BE COMPLETED BY ALL PERSONS**

I declare that the particulars given and the statements made on this form are true and correct to the best of my knowledge and belief.

Signed

Date

Please return to: **The Juries Officer**  
**( ) Courtthouse**  
**at (address)**

FORM 4NOTICE TO ACCOMPANY A JURY SUMMONS Article 8(2) of the Juries (Northern Ireland) Order 1996 Regulation 4(2) and Form 4 in the Schedule to the Juries Regulations (Northern Ireland) 1996

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### **PURPOSE OF THIS NOTICE**

In accordance with the procedure laid down in Article 8 of the Juries (Northern Ireland) Order 1996 your name has been selected to be summoned for jury service for the year beginning 1st September next.

You are liable for jury service if you are aged between 18 and 70 and registered as an elector subject to the following exceptions:

You may be:

- (a) not qualified for jury service;
- (b) disqualified for jury service;
- (c) ineligible for jury service; or
- (d) excusable from jury service as of right and claim that right.

**It is an offence knowingly to serve on a jury in the Crown Court if you are not qualified for jury service or in any court if you are disqualified for jury service. In either case this is punishable by a fine of up to £5,000.**

**Failure to attend the court on the date and time notified in this summons or leaving the court thereafter without permission is punishable by a fine of up to £1,000.**

### **WHAT YOU NEED TO DO**

You will find a list of those included in each of these categories below. You should read the list carefully and decide whether you fall within any of those categories. If you do fall within any of those categories you should complete the relevant section of the summons or write to the Juries Officer at the address on the summons.

### **EXCUSAL FROM JURY SERVICE AND DEFERRAL OF JURY SERVICE**

If you are summoned to attend for jury service the judge has certain powers to defer your service until a later date or to excuse you for that sitting or in respect of a particular trial or period of time if you have a good reason.

You may, if you wish, make an application to defer your service or to be excused for a period of time or in respect of a particular trial.

In particular, the judge:

- (a) must excuse those described in the list in Section C of this notice;
- (b) may divide the panel of jurors into sections and excuse those in one or more of the sections on specified days;
- (c) may excuse a person who applies for excusal for a period of time or in respect of a particular trial if he is satisfied there is good reason;
- (d) may defer a person's service and amend the summons accordingly (but this power may only be exercised once in respect of each jury summons).

**LISTS OF THOSE NOT QUALIFIED, DISQUALIFIED, INELIGIBLE AND EXCUSABLE FROM JURY SERVICE AS OF RIGHT**

**SECTION A**

**PERSONS NOT QUALIFIED AND DISQUALIFIED FOR JURY SERVICE**

**NOT QUALIFIED.** (i.e. Persons who must not serve on a jury in the Crown Court but may serve on a jury in the High Court or a Coroner's Court)

1. Any person who is on bail in connection with an offence.

**DISQUALIFIED.** (i.e. Persons who must not serve on a jury in any court)

2. Any person who has at any time been convicted by a court in the United Kingdom, the Channel Islands or the Isle of Man and sentenced—

(a) to imprisonment for life or for a term of five years or more; or

(b) to be detained during Her Majesty's pleasure or during the pleasure of the Secretary of State or during the pleasure of the Governor of Northern Ireland.

3. Any person who at any time in the last ten years has in the United Kingdom or the Channel Islands or the Isle of Man—

(a) served any part of a sentence of imprisonment or detention; or

(b) been detained in a young offenders centre; or

(c) had passed on him or (as the case may be) made in respect of him a recorded sentence of imprisonment, a suspended sentence of imprisonment or an order for detention; or

(d) had made in respect of him a community service order.

4. Any person who at any time in the last five years has, in the United Kingdom or the Channel Islands or the Isle of Man, been placed on probation.

**SECTION B**

**PERSONS INELIGIBLE FOR JURY SERVICE**

**PERSONS CONCERNED WITH THE ADMINISTRATION OF JUSTICE**

Persons holding or who have at any time held any paid, judicial or other office belonging to any court of justice in Northern Ireland.

Justices of the peace.

Members of the juvenile court panels.

The Chairman or President, the Vice-Chairman or Vice-President and the registrar and assistant registrar of any Tribunal.

Barristers at law and solicitors whether or not in actual practice as such.

Solicitor's clerks.

Students of the Inn of Court of Northern Ireland or of the Law Society of Northern Ireland.

The Director of Public Prosecutions for Northern Ireland and members of his staff.

Officers of the Northern Ireland Office or of the Lord Chancellor's Department.

Members of the Northern Ireland Court Service.

Governors, chaplains and other officers of, and members of boards of visitors of visiting committees for, the following establishments—

(a) a prison within the meaning of the Prison Act (Northern Ireland) 1953;

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- (b) a remand home, training school, or attendance centre within the meaning of the Children and Young Persons Act (Northern Ireland) 1968; or
- (c) a remand centre or young offenders centre within the meaning of the Treatment of Offenders Act (Northern Ireland) 1968.

The warden or a member of the staff of a hail hostel as defined in Article 2(2) of the Probation Board (Northern Ireland) Order 1982.

Members of the Probation Board for Northern Ireland.

Probation officers and persons appointed to assist them.

A person appointed for the purposes of Article 7(6) of the Treatment of Offenders (Northern Ireland) Order 1976.

Members of the Royal Ulster Constabulary and the Royal Ulster Constabulary Reserve and any other person employed in any capacity by virtue of which he has the powers and privileges of a constable.

Members and staff of the Police Authority for Northern Ireland and persons employed for police purposes by the Police Authority for Northern Ireland.

Members and staff of the Independent Commission for Police Complaints for Northern Ireland.

Persons in charge of, or employed in, a forensic science laboratory.

Prisoner custody officers within the meaning of section 122(1) of the Criminal Justice and Public Order Act 1994.

Members and employees of the Criminal Cases Review Commission.

Persons who at any time within the past ten years have been persons falling within any of the foregoing descriptions (except the first) of persons concerned with the administration of justice.

#### **THE FORCES**

Persons serving on full pay as members of any of the naval, military or air forces of the Crown raised in the United Kingdom.

Members of the Royal Irish Regiment.

#### **OTHER PERSONS**

Persons suffering from mental disorder within the meaning of the Mental Health (Northern Ireland) Order 1986.

Persons unable to understand the English language.

#### **SECTION C**

##### **PERSONS EXCUSABLE FROM JURY SERVICE AS OF RIGHT**

###### **Parliament**

Peers and peeresses entitled to receive writs of summons to attend the House of Lords.

Members of the House of Commons.

###### **Northern Ireland Assembly**

Members of the Northern Ireland Assembly.

Officers and servants of the Northern Ireland Assembly.

### **European Parliament**

Representatives to the European Parliament.

### **Public officials**

The Northern Ireland Parliamentary Commissioner for Administration and the Northern Ireland Commissioner for Complaints.

Persons in the Northern Ireland Civil Service receiving a salary on a scale the maximum of which is not lower than the maximum of the Grade 5 scale.

The Chief Electoral Officer and persons appointed to assist him.

The Comptroller and Auditor General for Northern Ireland.

The Secretary and any Director of the Northern Ireland Audit Office.

Officers employed in any capacity by the Commissioners of Customs and Excise, or Commissioners of Inland Revenue.

Officers in charge of a head office in Northern Ireland of a department of the Government of the United Kingdom.

Inspectors of schools.

Inspectors appointed under section 123 of the Mines Act (Northern Ireland) 1969.

### **Clergy, etc**

A person in Holy Orders and a regular minister of any religious denomination.

Vowed members of any religious order living in a monastery, convent or other religious community.

Practising members of a religious society or order the tenets or beliefs of which are incompatible with jury service.

### **Professions**

Professors and members of the teaching staff of a university or institution of further education and full-time teachers in any school.

Masters of vessels, duly licensed pilots and lighthouse keepers.

The following persons, if actually practising their profession and registered (including provisionally or temporarily registered), enrolled or certified under the statutory provisions relating to that profession—

medical practitioners;

dentists;

nurses;

midwives;

veterinary surgeons and veterinary practitioners;

pharmaceutical chemists.

### **Persons aged between 65 and 70 years**

Persons aged between 65 and 70 years.

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## SCHEDULE 2

Regulation 6

## STATUTORY RULES OF NORTHERN IRELAND REVOKED

Year and Number	Title	Extent of Revocation
<a href="#">S.R. &amp; O. (N.I.) 1963 No. 199</a>	The Coroners (Practice and Procedure) Rules (Northern Ireland) 1963	In the Third Schedule Forms 3 and 4
<a href="#">S.R. 1975 No. 200</a>	The Juries (Form of Medical Certificate) Regulations (Northern Ireland) 1975	The whole Regulations
<a href="#">S.R. 1979 No. 264</a>	The Juries (Divisional Jurors Lists) Regulations (Northern Ireland) 1979	Regulations 1, 2, 3, 5, 7(2) and 7(3) and the Schedule