

Schedule 2

Lists Format

1. The Lists

1.1. The lists will be the :

- Running List
- Fixing Conference List (T Party)
- Fixtures List
- Warned List
- Firm List
- Daily List
- Daily Courtroom List
- Combined Firm List
- High Court Civil Firm List
- High Court Civil Warned List
- High Court Civil List of Fixed Dates
- High Court Civil Fixing Conference
- Daily Prison List

1.2. Draft versions of the Warned and Firm lists are usually for internal use within the Court Centre and are normally not transmitted. Draft versions of the Daily list will be transmitted at the List Officers' discretion. There are no draft versions of the other lists.

2. File names

2.1. Transmitted list files are identified by an 7 character name with a 3 character extension. There is one file per list. The name prefix identifies the type of list as follows:

- **R** Running List
- **C** Fixing Conference List (T Party)
- **X** Fixtures List
- **W** Warned List
- **F** Firm List
- **D** Daily List
- **T** Daily Courtroom List
- **A** Combined Firm List (includes both Criminal and High Court Civil cases)
- **B** High Court Civil Firm List
- **E** High Court Civil Warned List
- **G** High Court Civil List of Fixed Dates
- **H** High Court Civil Fixing Conference
- **P** Daily Prison List

2.2. The prefix is followed by a 6 character numeric date in the format YYMMDD. So, for example, the 21 January 1996 would be 960121.

- 2.3. The extension identifies the edition of the list. The first two characters are ascending numerics and the final character identifies whether the list is **Draft** or **Final**. Only the Daily list will have a Draft version.

For example:

- D960127.02D the second draft daily list for 27 January 1996
- W960206.01F the final warned list for 6 February 1996

3. File Format

- 3.1. The CREST system uses the ORACLE Reports tool to produce the lists in HTML format. These files are Unix compressed before transmission to reduce the transmitted filesize.

4. Transmission Method and Protocols

- 4.1. Transmission to the CONTRACTOR'S machine(s) is via dial-up ISDN lines using the unix to unix copy program (uucp). Each Crown Court CREST system connects to the receiving machine via the EDS GSI accredited network. Prior to transmission, each List file is compressed using the Unix compress command

- 4.2. Other parameters are included in the uucp command line. They are:

- Destination system name
- Recipient id (VAD number) - allows transmissions to be performed in random order
- File name
- Print Job Id

5. Example Lists

Printed examples of the lists are at Annex B to this schedule.

6. Distribution Restrictions

- 6.1. The lists, other than the Daily Courtroom List, must not be supplied to any person or organisation not directly concerned with the hearing of cases in the Crown Court and who would not normally be able to legitimately receive the lists, other than the Daily Courtroom List, directly from the Crown Court. Any person or organisation wishing to receive the Crown Court lists from the CONTRACTOR but who is not directly concerned with the hearing of cases in the Crown Court and who would not normally be able to legitimately receive the Daily List directly from the Crown Court, may receive the Daily Courtroom List as an alternative.
- 6.2. The CONTRACTOR shall request permission in writing from the AUTHORITY to make the lists available to any recipient not directly concerned with the hearing of cases in the Crown Court. The AUTHORITY shall not unreasonably withhold such permission.
- 6.3. Distribution of the Daily Prison List is restricted to the Prisons.

