

**IN THE SUPREME COURT OF THE REPUBLIC OF SINGAPORE**

**REGISTRAR'S CIRCULAR NO. 3 OF 2001**

**CRIMINAL TRIALS IN THE HIGH COURT  
WITNESS AND EXHIBIT NUMBERING**

The Honourable the Chief Justice has directed that all criminal trials in the High Court shall apply the following uniform standard for witness and exhibit numbering with immediate effect.

**1. Preliminary Inquiry**

**1.1** At the Preliminary Inquiry ("PI"), the conditioned statements tendered by the prosecution shall be marked by the magistrate sequentially as PS 1, PS 2 and so on. The exhibits shall similarly be marked sequentially as P1, P2 and so on.

**2. Sequential witness numbering at High Court criminal trials**

**2.1** Witness numbers shall be assigned to witnesses in ascending order (starting with PW 1 for prosecution witnesses and DW 1 for defence witnesses) in the sequence in which they are called, even for those whose statements are read only and are not required to take the witness stand. If the prosecution is relying on his or her conditioned statement tendered at the PI as his or her evidence in chief for the trial, the witness' conditioned statement shall maintain the same marking as per the PI.

**Example:** At the trial, the prosecution calls witnesses Tan, Lim and Soh in that order as its first three witnesses. Their conditioned statements were marked PS 3, PS 5, and PS 7 at the PI. In the case of witness Tan and Soh, both of them took the stand and were cross-examined by defence counsel. In the case of witness Lim, although his statement was read out by the prosecution, he did not take the stand as defence counsel chose not to cross-examine him. Witnesses Tan, Lim and Soh shall be assigned the witness numbers PW 1, PW2 and PW 3 and their conditioned statements shall be marked PS 3, PS 5 and PS 7 respectively.

### **3. Amendment to witness' conditioned statement**

3.1 Where the prosecution wishes to prefer an amended conditioned statement of a witness, that statement shall additionally be marked with the suffix "A" to reflect that that this is an amended version of the witness' conditioned statement tendered at the PI.

**Example:** At the trial, the prosecution calls witness Lim as its second witness. It tenders an amended conditioned statement for witness Lim. Witness Lim's original conditioned statement was marked as PS 4 at the PI. Witness Lim shall be assigned PW 2 and his amended statement shall be numbered PS 4A.

### **4. Witnesses called during trial within a trial**

4.1 A trial within a trial is a separate set of proceedings from the main trial with both prosecution and defence witnesses being called. Witness numbers shall be given in ascending order to each witness in the sequence in which they are called, even for those whose statements are read only and are not required to take the witness stand. The letter "T" will denote that the witness was a witness called during the trial within a trial. As such, prosecution witnesses shall be assigned PWT 1, PWT 2 and so on while defence witnesses shall be assigned DWT 1, DWT 2 and so on. Where the witnesses' conditioned statements are being used for the trial within a trial, they shall be marked as per the PI marking unless there is an amendment to the statement in which case the amended conditioned statement shall additionally be marked with the suffix "A".

**Example:** For the trial within a trial, the prosecution calls two prosecution witnesses, namely Ang and Quek in that order. For Ang, the prosecution relies on his conditioned statement which was marked at the PI as PS 3. For Quek, the prosecution tenders an amended version of his conditioned statement which was marked PS 7 at the PI. Ang and Quek shall be assigned PWT 1 and PWT 2 and their conditioned statements shall be marked as PS 3 and PS 7A respectively. The accused shall be assigned DWT 1.

### **5. Exhibit numbering**

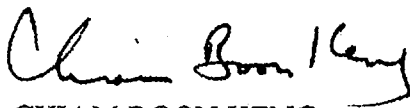
5.1 The exhibit numbering shall follow the PI marking. Where additional exhibits are tendered, the exhibit marking shall follow on from the last marking of the PI.

**Example:** At the PI, a total of 100 exhibits were tendered by the prosecution. At the trial, the prosecution tenders an additional exhibit through PW 1 who had previously tendered exhibits P1 to P 20 at the PI. The exhibits tendered through PW 1 shall be numbered P1 to P 20 and P 101 (P 101 is for the additional exhibit).

**6. Reference to witness by counsel and the court**

6.1 The primary means for referring to a witness shall be by his name. The secondary means shall be the reference to his PW number. As such, in submissions and in judgements, witnesses must be referred to by their name and additionally by the witness number if the counsel/judge so desires.

Dated this 16<sup>th</sup> Day of April 2001



CHIAM BOON KENG  
REGISTRAR  
SUPREME COURT