

Making a complaint

If you want to make a complaint about the conduct of a judicial officer, you can use this form or complete our online form at www.jcc.sa.gov.au/complaint

What to include in your complaint

Once you have decided to make a complaint to the Judicial Conduct Commissioner, you will need to be prepared with the relevant information.

You will need to include:

- The name of the judicial officer who is the subject of your complaint
- The details of the court, tribunal or other body where the judicial officer works
- If your complaint relates to a particular hearing in a court, tribunal or other body, the details of that hearing (eg the names of the parties to the case, date and action number)
- Details of the judicial officer's conduct
- The names and contact details of anyone who may have witnessed the alleged conduct
- Any relevant documents that support your complaint (eg relevant transcripts, emails etc)

The Commissioner **cannot** act on any complaints about judicial decisions (such as instructions, directions, orders, judgements, or other decisions given or made by judicial officers in relation to any legal proceedings).

You should seek legal advice if you wish to challenge such decisions.

What happens next?

When the JCC receives your complaint, they will conduct a preliminary examination and then decide what to do. The Commissioner may:

- refer your complaint to the Office for Public Integrity if there might be corruption
- refer your complaint to the judicial officer's jurisdictional head and recommend they take action about the complaint
- recommend that the Attorney-General appoint a judicial conduct panel to inquire into and report on matters arising from your complaint
- make a report directly to Parliament about the judicial officer who is the subject of your complaint
- dismiss your complaint if it falls within one of the grounds specified in section 17 of the *Judicial Conduct Commissioner Act 2015*
- take no further action if he is satisfied that further consideration of the complaint would be unjustified.

You will be notified of the outcome of your complaint.

Your complaint about a judicial officer

Your details

Title _____ **First name** _____ **Last name** _____

Phone number _____ **Alternative phone number** _____

Email address _____

Street address _____

Postal address (if different from above) _____

I am a:

Judicial officer Barrister Solicitor Member of the public Other

Are you a public officer? Yes No

More information about who is considered a public officer is available on the Office for Public Integrity website (www.publicintegrity.sa.gov.au)

The Judicial Officer

What is the name of the judicial officer who is the subject of your complaint?

What are the details of the court, tribunal or other body where the judicial officer works?

Please provide the name of the court, tribunal or other body

In some cases, the Judicial Conduct Commissioner is required to notify the judicial officer and the jurisdictional head that a complaint has been made.

Do you consent to your personal details, case details and allegation(s) being provided to the judicial officer and the jurisdictional head?

Yes No

Your complaint about a judicial officer

The Court

If your complaint relates to a particular hearing in a court, tribunal or other body, what are the details of that hearing?

Consider the names of the parties to the case, date of hearing and action number (the identification number for the case assigned by the court, tribunal or other body)

What is the action number? _____

Do you consent to your personal details and case details being disclosed to the Courts Administration Authority for the purpose of obtaining information?

Yes No

The Conduct

Describe the conduct of the judicial officer

What happened? When and where did the conduct occur? How and when did you become aware of the conduct? Are there any other circumstances or details relevant to your complaint? Are there any other people who could help in an examination of the conduct?

Your complaint about a judicial officer

Please attach any other relevant documentation to this form.

Submit this form

You can **email** the Judicial Conduct Commissioner at admin@jcc.sa.gov.au

You can also **post** this form to:

GPO Box 11019
Adelaide SA 5001