

Custodial Operations Policy and Procedures

20.11 CSNSW staff at coronial inquests

Policy summary

Corrective Services NSW (CSNSW) officers may be required to attend the Coroner's Court to give evidence at a coronial inquiry.

In such circumstances a CSNSW employee may be personally served with a subpoena or the Coroner may issue a witness list.

Governors of correctional centres will need to make the necessary rostering arrangements when CSNSW officers are required to attend the Coroner's Court.

Management of Public Correctional Centres Service Specifications

Service specifications	Professionalism and accountability
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Scope

This section applies to all correctional centres and other facilities administered by or on behalf of CSNSW, and all CSNSW employees.

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1 CSNSW staff at a coronial inquests

1.1 Policy

A CSNSW officer who is required to attend the Coroner's Court to give *evidence at a coronial inquest may be personally served with a subpoena requiring their attendance.*

The Coroner may also issue a witness list to Department of Communities & Justice Legal (DCJ Legal) with a request to facilitate the attendance of CSNSW officers.

Either is sufficient authority for the Governor of a correctional centre to make necessary rostering arrangements.

If an officer is no longer employed by CSNSW, or an officer is on leave and cannot be contacted, the above-mentioned witness list is sufficient authority for the Governor to provide either the last known address of the ex-employee or the address of the current officer (if on leave), so that a subpoena can be served on that person.

Any enquiries concerning the attendance of officers at inquests should be made with the Director, Inquests, Inquiries and Representation, at *DCJ Legal* who may be contacted on (02) 8346 1388. Further information can also be found in the *Subpoena to attend the coroner's court factsheet* and the *Provision of ex gratia legal assistance factsheet*.

2 Quick links

- [Related COPP](#)
- [Forms and annexures](#)
- [Related documents](#)

3 Definitions

COPP	Custodial Operations Policy and Procedures
CSNSW	Corrective Services NSW
DCJ Legal	NSW Department of Communities & Justice Legal (formerly known as Office of the General Counsel (OGC))

4 Document information

Business centre:	Custodial Operations	
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1.0		Initial publication (<i>Replaces section 8.10 of the superseded Operations Procedures Manual</i>)
1.1	12/03/20	General formatting update and improvements