

UNDERTAKING THE ROLE OF DISCLOSURE OFFICER

COURSE OVERVIEW

In 2025 the Fisher Report examined disclosure failures in the criminal justice system. There have been significant failings relating to cases whereby inadequate disclosure has led to wrongful convictions and miscarriages of justice. As part of the report, it was identified that there is a need for better training and resources relating to disclosure to reduce misunderstandings and errors by disclosure officers and managers.

LEARNING OUTCOMES

- Understand Common Law and Statutory Disclosure and the Disclosure Review Framework.
- Effectively manage disclosure through Investigation Management Documents, Disclosure Management Documents and other disclosure strategies.
- Draft an effective Investigation Management Document.
- Consider how to identify and manage used and unused material, including third party material, legally privileged material and special procedure material.
- Understand the disclosure test and relevance test.
- Know how to effectively review and reveal material.
- Know how to set proportionate parameters and identification of Rebuttable Presumption material.
- Know how to deal with Defence Statements – further lines of enquiry and how to respond.
- Demonstrate an effective redaction strategy.
- Demonstrate an effective strategy in relation to digital devices.
- Understand the importance of the continuing duty further to charge/summons and in legal proceedings.

COURSE FORMAT

Duration: Two days

Method: In person or online

Materials: Course handouts provided

Certification: Completion certificate provided

AUDIENCE

This course is designed for those undertaking the role of disclosure officer and supervisors.

