

Back Up Duty Scheme

Information for Referees

A legal practitioner who has expressed interest in being appointed to the Back Up Duty Scheme for criminal law duty and casework backup assistance has nominated you as a referee. The expression of interest is currently being assessed. For the applicant selection criteria, guidelines and other information contained in the Information Package, please go to the [Legal Aid NSW website](#).

Your involvement as a referee

As a referee, you will be contacted shortly and asked to provide information about your direct knowledge of the practitioner, their skills and experience, and your opinion on whether or not the practitioner is a suitable person for appointment to the Back Up Duty Scheme and the reasons for your opinion. A brief outline of the Back Up Duty Scheme is attached.

You may also be asked to give your opinion on the extent to which the practitioner meets the selection criteria for appointment to the Back Up Duty Scheme, a copy of which is attached.

Your comments will be recorded in writing and will form part of the decision making process.

Your comments may be disclosed to the practitioner.

If circumstances change and you are unable to act as the practitioner's referee, please advise the practitioner at the earliest possible opportunity.

Thank you for taking the time to undertake this important role in the selection process.

If you require any further information please email backupduty@legalaid.nsw.gov.au or contact Isabelle Jones Rabbitt, Project Officer on 9219 5638.

What is the Back Up Duty Scheme?

Members of the Back Up Duty Scheme will be eligible to be allocated duty back-up and urgent case work at Local Courts where duty and case services are ordinarily provided by salaried Legal Aid NSW solicitors.

Practitioners appointed under the Back Up Duty Scheme will be eligible to be allocated duty back-up work in circumstances where salaried solicitors of Legal Aid NSW are unable to meet the demand for services at a Local Court covered under the Back Up Duty Scheme. Practitioners allocated duty back-up work will appear for clients on behalf of Legal Aid NSW on their first appearance and for pleas of guilty, mentions, adjournments, section 32 applications and bail applications.

Practitioners appointed under the Back Up Duty Scheme will also be eligible to be allocated urgent case work including defended hearings and other matters requiring expenditure at Local Courts covered by the Back Up Duty Scheme.

Preference will be given to practitioners who satisfy all of the selection criteria. However, in areas where there are insufficient numbers of practitioners who meet this criteria, expressions of interest from practitioners who do not fully meet the criteria may be considered.