

# NOTICE

## PROVINCIAL COURT OF MANITOBA

### RE: TELECONFERENCE AVAILABILITY IN PROVINCIAL COURT COURTROOMS EFFECTIVE MONDAY, MARCH 23, 2020

Further to the Notices issued by the Provincial Court on March 16, 2020 and March 18, 2020, in order to further reduce the number of people who are attending to the courthouse, including legal counsel, effective Monday, March 23, 2020, bail applications and simple dispositions may be heard by teleconference unless a judge orders otherwise. The service is currently available in the following courtrooms:

**Courtroom 304, 306, 408, 410 and 411**

This teleconference service will be expanding to additional courtrooms and as those courtrooms become available a further Notice will be issued. If you are interested in appearing by teleconference please follow the steps outlined below:

#### **TO REQUEST A TELECONFERENCE APPEARANCE**

- ALL REQUESTS SHOULD BE SENT ON THE DAY OF THE APPEARANCE ONLY
- Contact the Trial Coordination Office (TCO) via email at [pctrialcoordinators@gov.mb.ca](mailto:pctrialcoordinators@gov.mb.ca) .
- In the subject line of your email indicate:  
*"Teleconference Request-Date of the Hearing-Courtroom-Clients Name"*

To...	<input type="checkbox"/> +WPG136 - PC Trial Coordinators (JUS);
Cc...	
Subject	TELECONFERENCE REQUEST-MARCH 23-(304)-FRANKLIN, BENJAMIN

- Counsel will receive confirmation from TCO which will have the conference access numbers for that particular courtroom and TCO will copy the court clerk assigned.
- The court clerk will email counsel to advise that their matter will be coming up shortly and counsel are responsible to be ready and available to deal with their matter when it arises. **It is very important that you provide an email that you monitor so that you will know when to call in.**

**CONFERENCE CALL – THINGS TO REMEMBER**

- Once you call in just as you would in open court, please identify yourself for the court record. Court will still be recorded.
- To avoid unnecessary interruptions, if you call in and another matter is being spoken to please allow that matter to finish prior to advising the court you are in attendance.
- Avoid side conversations and background noise while on the conference call. If you are waiting to speak you have the ability to mute your line by pressing \*6 and can unmute the line by pressing \*6 again, when it is your turn to speak.

**ISSUED BY:**

***“Original signed by:”***

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**The Honourable Chief Judge  
Margaret Wiebe**

**DATE: March 23, 2020**