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DRAFT STATUTORY RULES OF NORTHERN IRELAND

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**2001 No.**

**The Life Sentence Commissioners' Rules 2001**

**Part V**

**Miscellaneous**

**Time**

**20.** Where the time prescribed by or under these rules for doing any act expires on a Saturday, Sunday or public holiday in Northern Ireland, the act shall be done in time if done on the next working day.

**Transmission of documents etc**

**21.**—(1) Subject to paragraph (2), any document required or authorised by these Rules to be served on or otherwise transmitted to any person may be sent by pre-paid post or delivered:—

- (a) in the case of a document directed to the Commissioners, to the office of the Commissioners;
- (b) in the case of a document directed to the Secretary of State, to the Life Sentence Unit, Northern Ireland Prison Service Headquarters;
- (c) in any other case, to the last known address of the person to whom the document is directed.

(2) Service of any document required to be served or otherwise transmitted under these Rules may be effected by FAX where:—

- (a) the technical facilities are available to the parties and the parties consent to and agree upon mode of service;
- (b) the parties agree the specified FAX numbers to which the document is transmitted; and
- (c) not later than one day after service by FAX, the party serving the document dispatches a copy of it to the other party or parties, as required by these Rules, by any of the means prescribed for service under paragraph (1), and if he fails to do so, the document shall be deemed never to have been served by FAX.

(3) Where the FAX is transmitted on a working day before 4.00 pm it shall, unless the contrary is shown, be deemed to be served on that day, and, in any other case, on the working day next following.

(4) In this Rule “FAX” means the making of a facsimile copy of a document by the transmission of electronic signals.

**Irregularities**

**22.** Any irregularity resulting from a failure to comply with these Rules, or with any rule of practice for the time being in force, which occurs before a Panel of Commissioners has determined a case shall not of itself render the proceedings void, unless the Commissioners or a Panel of Commissioners shall so direct, but such proceedings may be set aside either wholly or in part

as irregular, or amended or otherwise dealt with in such manner and upon such terms as the Commissioners or the Panel of Commissioners shall think fit.

**Clerical mistakes and slips**

**23.** Clerical mistakes in any document recording decisions under these Rules, or errors arising in such document from an accidental slip or omission, may be corrected by the Chairman of the Panel by certificate under his hand or, with the consent of the parties, by written certification of the Commissioners.