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| Chief Coroner  **Senior Coroner**  **Coroner Area Manchester** | The Coroner Office  Address  Tel:  Fax:  Email address:\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**DECLARATION**

**Section 1 - Eligibility**

I understand that the appointment to the office of coroner is subject to the appointment and eligibility conditions within the Coroners and Justice Act 2009 (s.23 and Schedule 3).

I declare that I am a barrister, solicitor or Fellow of the Institute of Legal Executives and that I satisfy the judicial-appointment eligibility condition on a 5-year basis. I am under the age of 75.

**Section 2 – Convictions**

Due to the nature of the post, it is exempt from the Rehabilitation of Offenders Act 1974 and therefore any conviction, whether spent or unspent, must be declared.

I declare that I do not have any conviction, spent or unspent.

I do have convictions, spent or unspent. Please detail below.

**Section 3 – Other proceedings and character question**

I declare that I am not subject of any live process or proceedings of a disciplinary or regulatory nature by any professional regulatory body to which I am accountable.

I declare that I do not have any previous, concluded findings against me. This includes (but is not limited to) the Solicitors Regulation Authority, the Bar Standards Board, CILEx Regulation and the Judicial Conduct Investigations Office (JCIO).

I am subject to proceedings of a disciplinary or regulatory nature and/or I have had previous concluded findings against me. Please detail below.



You must declare anything about yourself, including in the past, that might be an embarrassment to the Local Authority, the Chief Coroner or the Lord Chancellor, bearing in mind that this is a judicial appointment and the basic set of guiding principles in the Guide to Judicial Conduct [Guide to Judicial Conduct – Revised July 2023 - Courts and Tribunals Judiciary](https://www.judiciary.uk/guidance-and-resources/guide-to-judicial-conduct-revised-july-2023/)

If there are matters to declare, please detail below.

**Section 4 – Undertakings**

I undertake to:

* Complete all compulsory training which may, from time to time, be prescribed by the Chief Coroner.
* Regularly log into e-judiciary[[1]](#footnote-1).
* Sit as per the Minimum sittings as set out in Chief Coroner guidance (20 days in each area you are appointed to).
* Inform my Senior Coroner (or the Chief Coroner for Senior Coroners) of any convictions imposed subsequently to the completion of this form, including a serious motoring offence resulting in disqualification from driving and motoring offences which have resulted in six penalty points or more for one offence or nine penalty points for totting-up purposes.
* Inform the Chief Coroner’s office of the outcome of any JCIO complaint against you in which a disciplinary sanction is imposed.

Full Name………………………………………………………………………………………

Signed…………………………………………………… Date……………………………..

1. eJudiciary is an IT system which provides members of the judiciary with a single secure point of access to a wide range of IT services from any computer or internet-enabled device. With security in mind, it is important that electronic data exchange of official business is contained, in so far as we can.

   The Lord Chief Justice and the Senior President of Tribunals have mandated the use of eJudiciary in the wider judiciary which means that all official communication must come to/from an eJudiciary e-mail address and storage of official work must be done so in eJudiciary, rather than other professionally or privately provided services.

   All coroners should use ejudiciary email address for all official communication, especially with judicial office holders, Judicial Office and external engagement. It is strongly encouraged that Local Authority accounts should only be used for internal communication and communication with staff.

   The Chief Coroner’s Office is preparing to undertake a piece of work with Local Authorities to increase understanding and use of ejudiciary email addresses. [↑](#footnote-ref-1)