



HIGH COURT OF AUSTRALIA

Digital Lodgement System RfP - Q&A - 16/01/2019

1. Is the High Court of Australia looking for solutions based on a pre-existing or CoTS solution that is in use by other courts?

The High Court is seeking solutions from prospective partners that can fulfil the need of the Court. The Court does not have a current Lodgement System and is looking at the best fit for the organisation.

2. Please provide PDF of the existing forms that are relevant to the lodgement system.

The forms are available from the High Court's website at the following address:

<http://www.hcourt.gov.au/registry/filing-documents/forms>

Please note that the following application and response forms are the Court's core business:

- Form 12 - Application for constitutional or other writ (PDF 85k) (RTF 89k)
- Form 12A - Response to application for constitutional or other writ (PDF 59k) (RTF 89k)
- Form 17 - Application for removal (PDF 14k) (RTF 79k)
- Form 18 - Response to application for removal (PDF 10k) (RTF 74k)
- Form 20 - Writ of summons (PDF 13k) (RTF 80k)
- Form 21 - Summons (PDF 9k) (RTF 61k)
- Form 22 - Election Petition (PDF 13k) (RTF 80k)
- Form 23 - Application for leave or special leave to appeal (PDF 12k) (RTF 73k)
- Form 23A - Response to application for leave or special leave to appeal (PDF 10k) (RTF 74k)

The following forms may be used for exemption/hardship from fees:

- Application for exemption from filing and hearing fees (PDF 36k) (RTF 622k)
- Application to pay the financial hardship fee (PDF 87k) (RTF 870k)

3. Can we obtain details of the existing digital court file (DCF) system? File server type, version? Any integration other than placement of the files in the server folders required?

The High Court currently uses Microsoft Server XX as a file storage area, however the Court has been trialling the use of SharePoint as the Digital Court file.

Also the Court currently uses a Domino based product for the Court Management System (CMS). The system supports REST APIs.

At this stage of the project the Court is expecting an online file area which they can connect to securely for the download of files.

Integration with existing file structure or potential use of SharePoint would be highly regarded as would the integration with the current CMS.

4. Can we obtain a copy of the desired Digital Lodgement System workflow if it is currently documented?

**Workflow diagram will be posted to the site shortly.