

## Purpose

1. This policy governs the use of electronic devices (including mobile telephones, tablets and computers) inside the ACT Civil and Administrative Tribunal (ACAT) hearing rooms, conference and mediation rooms, or any other venue used by the ACAT for the conduct of hearings, conferences or mediations.
2. The policy is designed to preserve the integrity of evidence, ensure proceedings are fair, and protect the confidentiality of conferences and mediations.
3. The policy is subject to any order or direction of a presiding Member of the ACAT in relation to a particular hearing, conference or mediation.
4. The policy is to be read in conjunction with the media information package which can be found at [https://www.acat.act.gov.au/about\\_acat/media](https://www.acat.act.gov.au/about_acat/media).
5. In this policy, *security officer* and *sheriff's officer* have the same meaning as section 40 of the *Court Procedures Act 2004*.

## Statement of Policy

6. All electronic devices must be switched off or switched to silent mode inside the ACAT hearing rooms, conference and mediation rooms, or any other venue used by the ACAT for the conduct of hearings, conferences or mediations.
7. No electronic device may be used to take a photograph or video image, make a visual or audio recording, or digitally transcribe an ACAT hearing, conference or mediation unless permitted by the presiding Member.
8. If any person in an ACAT hearing, conference or mediation uses a device that makes a sound or causes a disturbance or takes a photograph or makes a record without permission of the presiding Member, the presiding Member may ask the person to:
  - a. delete the photograph or recording;
  - b. give the device to the presiding Member, sheriff's officer, Registrar, Deputy Registrar or security officer; or
  - c. leave the room.
9. If you have any questions about this policy, please contact the ACAT at [tribunal@act.gov.au](mailto:tribunal@act.gov.au).