

**Cour
Pénale
Internationale**



**International
Criminal
Court**

Internal memorandum
Memorandum interne

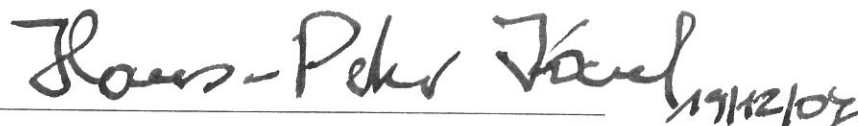
To À	All Judges of the Pre-Trial Division Gilbert Bitti, Senior Legal Adviser to the Pre-Trial Division	From De	Judge Hans-Peter Kaul, President of the Pre-Trial Division
Date	19 December 2007	Through Via	
Ref.	ICC-PTD-01/2007	Copies	
Subject Objet	Administrative Decision concerning the establishment of a Roster according to regulation 46 para. 3 of the Regulations of the Court		

1. **THE PRESIDENT OF THE PRE-TRIAL DIVISION** of the International Criminal Court, based on the authority in regulation 14 of the Regulations of the Court to oversee the administration of the Pre-Trial Division;
2. **CONSIDERING** regulation 46 para. 3 of the Regulations of the Court whereby “any matter, request or information not arising out of a situation assigned to a Pre-Trial Chamber in accordance with sub-regulation 2, shall be directed by the President of the Pre-Trial Division to a Pre-Trial Chamber according to a roster established by the President of that Division.”
3. **CONSIDERING** that all matters, requests or information not arising out of a situation assigned to a Pre-Trial Chamber need to be addressed without delay;

HEREBY DECIDES:

Administrative Decision concerning the establishment of a Roster according to regulation 46 para 3 of the Regulations of the Court

- (i) to establish a Roster of all Chambers of the Pre-Trial Division in bi-monthly rotation and in numeric sequence, starting 1 January 2008; the Roster shall be in electronic form to allow quick access at all times by all members of the Pre-Trial Division.
- (ii) to direct, immediately upon receipt, any matter, request or information not arising out of a situation assigned to a Pre-Trial Chamber to the Pre-Trial Chamber designated by the Roster.
- (iii) that, in the event that the designated Pre-Trial Chamber cannot entertain the matter, request or information, the President shall be so notified in writing by the Presiding Judge of that Pre-Trial Chamber, setting out the reasons. In this case, the President of the Division may direct the matter, request or information to the next Pre-Trial Chamber in the Roster.
- (iv) that the Roster thus established shall remain in effect until further notice.

Handwritten signature of Hans-Peter Kaul in black ink, with the date 19/12/07 written to the right.

Judge Hans-Peter Kaul

President of the Pre-Trial Division

Dated this 19th day of December 2007

At The Hague (The Netherlands)

Annex: Roster