

INDEX

A–Z	Page Number	Outcome / Rule / Guidance / Annex / Miscellaneous Reference Number
Academic Stage	150	rQ21–rQ26
Accepting instructions	38–40, 39–41	rC21–rC24, gC69–gC82
Access to premises	58	rC70
Administration and conduct of		
chambers	66-67, 67-68	rC89, gC133–gC136
self–employed practice	65, 66	rC87, gC132
of BSB authorised bodies	68–70, 70	rC91–rC97, gC138–gC139
Advertising		
misleading	37	gC57
pupillage	71, 156, 67, 70	oC29, rQ61, gC133, gC139
recruitment	76	gC142b)
referring work	30	gC31.3
Appearing in other jurisdictions	Go to “Foreign work”	
Approved training organisations	153	rQ39–rQ43
Associations with others	63	rC79–rC85
Authorisation to practise	94–96, 94	rS6–rS15, gS1
Authorised by other Approved Regulators	Go to “Scope of practice, authorisation and licensing rules”	
BARCO	59	rC74–rC75
Barrister as Client	45	rC30.7c
Bar Standards Board	9	I1–I4
Bar training rules (purpose of)	146, 147	oQ1, rQ3–rQ6
Behaving ethically	27, 27–31, 28– 31	oC6–oC9, rC8–rC14, gC14–gC34
BMIF	61–62	rC77–rC78
BSB authorised bodies		
scope of practice	101–102, 101– 102	rS27–rS30, gS5–gS8
scope of practice as a manager of a BSB authorised body or as an employed barrister	103	rS31–rS34
‘Cab–rank’ rule	44–45, 46	rC29–rC30, gC89–gC91A
Call to the Bar		

Call days and procedure	166	rQ118–rQ119
Requirements	166	rQ112–rQ117
Review and appeals	167	rQ120–rQ124
Ceasing to act	Go to “Returning instructions”	
Ceasing to practise	58	rC72
Chambers complaints handling	66-67	rC89.6
Chambers (rules pertaining to)	71, 71–79, 76– 78	oC26–oC29, rC99–rC118, gC140– gC152
Change to remuneration	43	gC87
Clashes of hearings (listing dates)	42	rC26.3a
Clerking and administrative fees	30	gC31.1
Client		
duties to	Go to “Duties”	
not misleading	36, 37	rC19, gC53–gC63
Client money	59, 59-61	rC73–rC75, gC103–gC112
Code of Conduct	19–89	
Application	21	rC1–rC2
Complaints Regulations	174–191	rE1–rE100
Complaints against barristers		
administrative fines and warnings	182–183	rE50–rE55
appeals	187	rE84–rE89
commencement	191	rE100
confidentiality	189	rE92–rE97
determination by consent	185–186	rE67–rE83
disciplinary charges	183–184	rE56–rE66
dismissal	182	rE43–rE45
interpretation of regulations	190	rE98–rE99
possible outcomes	182–184	rE43–rE66
reopening or reconsidering	188	rE90–rE91
Conduct Rules	23, 23–70, 24– 70	oC1–oC5, rC3–rC98, gC3–gC139
Confessions of guilt	23–24, 25	rC3, 4 & 6, gC9–gC10

Continuing Professional Development	Go to “CPD”	
Competent standard of work	33–34, 39	rC15, rC21.8
Complaints (client)	Go to “Information– (provision of) to clients” or “Costs (client)”	
Conducting litigation	110, 111, 110	rS47, rS49, gS12
Confidentiality (client)	22, 34	CD6, rC15.5
Contentions / unarguable points	27	rC9.2b
Core Duties	22, 22	CD1–CD10, gC1–gC2
Costs (client)	40, 41	rC22, gC81
Court		
abusing your role as advocate	25	gC8
disclosing confidential information	26	rC7.4
expressing personal opinions	26	rC7
misleading	23, 24, 24–25	rC3.1, rC6, gC3–gC13
wasting time	23	rC3.3
CPD (meaning of)	169–171, 169	rQ130–rQ137, gQ1
Cross–border	88–89	rC147–rC158
activities within the European Union and European Economic Area	88, 88–89, 88	oC35, rC146–rC158, gC156–gC157
co–operation among lawyers	89	rC151–rC152
correspondence between lawyers in different CCBE states	89	rC153–rC154
disputes amongst lawyers	89	rC156–rC158
fee sharing with non–lawyers	88	rC149–rC150
incompatible occupations	88	rC147–rC148
responsibility for fees	89	rC155
Data protection	67	gC134.2
Definitions	253–274	

Devilling	35, 37, 65	gC46, gC59, gC130
Disciplinary Tribunals Regulations 2017	191–216	rE101–rE261
absence of respondent	204	rE183–rE184
action to be taken by the Bar Council / Bar Standards Board	212	rE241–rE242
action to be taken by the Inn (in circumstances where a barrister has been sanctioned to be disbarred)	212	rE239–rE240
adjournment of the hearing	201	rE162–rE163
amendment and addition of charge(s) and / or application(s)	201	rE161
appeals	212	rE236–rE238
applications	195	rE127–rE128
applications for adjournment before the commencement of the hearing	200	rE154–rE155
application for a fresh hearing	204	rE185–rE187
appointment of Clerk(s)	198	rE136–rE138
citation and commencement	216	rE260–rE261
composition of disciplinary tribunals	198–199	rE139–rE150
costs	213	rE244–rE248
decisions of courts or tribunal	202	rE169–rE170
delegation	215	rE251–rE253
directions	193	rE106–rE107
agreement and non-agreement	193–194	rE110–rE113

agreement or endorsement of by a Directions Judge	194-195	rE114-rE126
extent of powers to order	196	rE129
documents to be served on the respondent	192	rE103-rE105
evidence	201-202	rE166-rE168
exclusion from providing representation funded by the Legal Aid Agency-application for termination	215	rE254-rE258
finding	205	rE199-rE202
hearing in public	200	rE156
interpretation	215	rE259
joinder	200	rE158-rE160
no reply from respondent	193	rE108-rE109
order of proceedings at a hearing	204-205	rE188-rE198
provision of documents to the Disciplinary Tribunal	199	rE151-rE153
publication of finding, sanction and report of the Disciplinary Tribunal	213	rE243-rE243A
recording of proceedings	200	rE157
regulations	192-216	rE101-rE261
report of finding and sanction	211	rE235
rules of natural justice	201	rE165
sanction	205-208	rE203-rE219
sanction of suspension from practice or from authorisation or	208-209	rE220-rE224

licensing or imposition of conditions		
sentencing powers:	217-221	
Annex 1– barristers	217	
Annex 2–BSB legal services bodies	218	
Annex 3– licensed bodies	219	
Annex 4– registered European lawyers	220	
Annex 5–all other BSB regulated persons	221	
Annex 6– standard directions	222	
service of charges and/or applications	192	rE102
service of documents	214	rE249-rE250
setting the date, appointing a tribunal and issuing a convening order	196–197	rE130–rE135
standard of proof	201	rE164
suspension/withdrawal of practising rights pending the hearing of any appeal	210	rE225-rE233
vulnerable witnesses	203-204	rE176-rE182
witness evidence at the Disciplinary Tribunal	202	rE171-rE175
wording the sanction when respondent not present	211	rE234

Disclosure (in court) of confidential information	Go to “Court”	
Discrimination	31, 44	rC12, rC28
Diversity data (collection and publication of)	75, 76, 76, 77-78	rC110.q–rC110.t, rC111–rC112, gC140–gC141, gC150–gC153
Diversity Data Officer		
appointment of	75, 76, 77-78	rC110.n–rC110.o, gC140–gC141, gC150–gC153
responsibilities of	75, 76, 77-78	rC110.p, gC140–gC141, gC150–gC153
Document management	Go to “record keeping”	
Dual capacity (protocol)	97, 116	rS18, rS70
Dual qualification	108	rS43
Duties to:		
Bar Standards Board	53, 53–58, 53–57	oC21–oC23, rC64–rC72, gC92–gC102
clients	23, 33–36, 34–37	rC4, rC15–rC19, gC36–gC63
court	23–24	rC3–rC6
of authorised (non–BSB) individuals, of BSB authorised bodies and BSB regulated managers	68–70, 70	rC91–rC95, gC138–gC139
Enforcement regulations	174–252, 226	rE1–rE357, gE1–2
Entertaining clients	27, 28	rC8–rC9, gC20
Entities		
Application decision process	126	rS95–rS98
Application for a litigation extension	124, 124	rS88–rS90, gS15–gS16
Application process	125, 125	rS91–rS94, gS17–gS19
Application to be authorised or licensed as a BSB authorised body	124, 124	rS88, gS15
Applications for authorisation or the grant of a licence	127, 127	rS99–rS101, gS20

Applications for review	138–139	rS118–rS127
Approval applications for any new HOLPs, HOFAs, owners and/or managers	128	rS103
Duration of the authorisation/licence granted	135	rS115
Eligibility for authorisation to practise as a BSB authorised Body	121–123, 123	rS82–rS87, gS13–gS14
Modification of an authorisation/licence	136	rS116
Non–compliance with the mandatory conditions	141, 141–142	rS130, gS22–gS24
Notification of the authorisation decision	132	rS111
Register	140	rS128–rS129
Revocation or suspension of an authorisation/licence	137	rS117
Suitability criteria in respect of HOLPs, HOFAs, owners and managers	129–131	rS104–rS110
Temporary emergency approvals for HOLPs and HOFAs	143	rS131–rS133
Terms of authorisation	133–134	rS112–rS114
Employed barristers	105	rS38–rS39
Equality and diversity	73–76, 76–78	rC110–rC112, gC140–gC153
Data	Go to “Diversity Data Officer”	
Equality and Diversity Officer	73, 76, 77-78	rC110.a, gC140–gC141, gC151–gC153
Equality monitoring	73, 76, 77, 77-78	rC110.e–rC110.h, gC140–gC141, gC145–gC146, gC150–gC153

Fair access to work	74, 76, 77-78	rC110.i, gC140–gC141, gC150–gC153
Fair and objective criteria	73, 76, 77, 77-78	rC110.d, gC140–gC141, gC144, gC151–gC153
Flexible working	74, 76, 77-78	rC110.l, gC140–gC141, gC151–gC153
Harassment	74, 76, 77-78	rC110.j, gC140–gC141, gC151–gC153
Parental leave	74, 76, 77, 77-78	rC110.k, gC140–gC141, gC148, gC150–gC152
Reasonable adjustments policy	75, 76, 77-78	rC110.m, gC140–gC141, gC151–gC153
Exemptions from training requirements		
Applications	160	rQ83–rQ85
Full exemption	161	rQ86–rQ89
Partial exemption	162	rQ96–rQ97
Registered European Lawyers	161–162	rQ90–rQ95
Temporary call to the Bar of Qualified Foreign Lawyers	162–163	rQ98–rQ100
Expenses	30, 30	rC10, gC31.3
Experience (necessary)	39	rC21.8
Fees		
basis of	27, 30, 40, 45, 46, 60	rC9.7, rC10, rC22, rC30.8, gC90, gC107
fixed	60	gC107
records of	66, 69	rC88, rC94.8
referral	Go to “Referral fees”	
staged payments	60	gC107
Fee sharing with non-lawyers	88	rC149–rC150
Fitness to Practise Regulations	238-248	rE299–rE351
appeals before an Appeal Panel	244	rE328–rE330

commencement and application	238	rE299–rE300
constitution of panels	239	rE302
decisions of a Fitness to Practise Panel	242-243	rE319–rE323
decisions of an Appeal Panel	245	rE331–rE334
definitions	238	rE301
directions	240-241	rE310
full hearings before a Fitness to Practise Panel	242	rE318
interim restrictions	241-242	rE313-rE317
medical examinations	241	rE311-rE312
notice and publication of decisions	247	rE347-rE348
postponement, adjournment and cancellation	247	rE342–rE346
preliminary hearings	240	rE309
procedure before a panel	246-247	rE335-rE341
referral to a Fitness to Practise Panel	240	rE303-rE308
review of decisions made by a Fitness to Practise Panel	244	rE324-rE327
Schedule 1: constitution of Fitness to Practise and Appeal Panels	249-250	
service of documents	247-248	rE349-rE351
Foreign lawyers	95	rS13
Foreign work	31	rC13–rC14
Fraud–pleading	27	rC9.2c
Gifts	28	gC18–gC19
Handbook		

amendments	13	r11–r14
application of	15–16	r17–r111
structure of	13–15	r11–r17
Heads of Chambers	73–75, 76	rC110, gC141
Heads of Finance Administration (HOFA)	70	rC98
Heads of Legal Practice (HOLP)	70	rC98
Holding out	94, 37	rS9, gC62
Honesty, integrity and independence	22, 27	CD3–CD4, rC8–rC9
Illness/injury	42	rC26.3b
Incompatible occupations	88	rC147–rC148
Independence	Go to “Honesty, integrity and independence”	
Inducements	30	gC31.3
Information–(provision of) to clients	71–72	rC99–rC103
response to complaints	72	rC104–rC105
Inns of Court		
admissions to	148–149	rQ7–rQ20
application procedure	148	rQ12
certificates of good character	148–149	rQ13
decision to admit or refuse admission	149	rQ14–rQ20
eligibility for admission	148	rQ7–rQ11
Inns of Court Conduct Committee	168	rQ125–rQ127
Other powers of Inns of Court Conduct Committee	168	rQ128–rQ129
Instructions (defining terms or basis on which they are accepted)	40, 41	rC22–rC24, gC75–gC82
Insurance	61–62, 62	rC76–rC78, gC114
Integrity	Go to “Honesty, integrity and independence”	
Interim Suspension and Disqualification Regulations	223–236	rE262–rE298
appeals	231–232	rE284–rE289

application	223, 226	rE262–rE264, gE1–gE2
commencement	236	rE298
composition of panels	224–225, 226	rE265–rE267, gE1–gE2
costs	232	rE291
interpretation	235	rE297
procedure after referral to Interim Panel and any decision to impose immediate interim suspension or disqualification	226–227	rE273–rE275
procedure and powers of interim panels	227–230	rE276–rE278
referral to interim panel	225–226, 226	rE268–rE272, gE1–gE2
report and publication of decisions	232–233	rE292–rE294
review	230–231	rE279–rE283
service of documents	233–234	rE295–rE296
suspension or disqualification ceasing to have effect	232	rE290
Interventions and Divestiture	251–252	
Improperly obtained documentation	42, 43	rC26.6, gC83
Jury service	42	rC26.3c
Lecturing	Go to “Legal services (provision of)”	
Legal Advice Centres	107	rS41–rS42
Legal Aid	42	rC25
Legal Ombudsman (co-operation with)	58	rC71
Legal services (supply of)	100	rS24
LeO	Go to “Legal Ombudsman”	
Lending money	27, 28	rC8, gC18.2
Licensed Access rules	83–84	rC132–rC141
Litigants in person	24	gC5
Litigation extension		
amendment and revocation	116–117	rS69–rS74

application	111	rS48–rS53
application for review of decision	118	rS75–rS77
eligibility for	109–110, 110	rS44–rS47, gS12
fees	112	rS54–rS56
issue of	113–115	rS57–rS68
Managers		
of authorised (non–BSB) bodies	104	rS35–rS37
entities	70	rC98
Media comment	29	gC22
Minimum terms	61, 62	rC76, gC114
Misleading		
clients (including potential)	36, 37	rC19, gC53–gC63
court	23, 24–25	rC3, gC3–gC13
Money laundering	35	gC43
Noting brief	95	rS11
Outsourcing	64–65, 30	rC86, gC31.1
Payment not received	Go to “Returning instructions”	
PCC		
investigation of complaints	180	rE34–rE35
powers and functions	174–175	rE1–rE10
procedure for dealing with complaints	180–181	rE34–rE42
procedure when dealing with complaints from persons other than Bar Standards Board	176–179	rE11–rE33
reference to any other person	178	rE28
reference to BSB authorised bodies	176–177	rE17–rE22
reference to chambers	176–177	rE17–rE22

reference to Legal Ombudsman	176	rE13–rE16
reference to Lord Chancellor or appropriate body	178	rE26
reference where BSB regulated individual acting in judicial or quasi-judicial capacity	177-178	rE23–rE25
reference to any other person	178	rE28
reference to the supervision team	178	rE27
Personal responsibility	38	rC20
Police station work	34, 46	gC39, gC89
Practising certificates		
amendment and revocation	116–117	rS69–rS74
application for	111	rS48–rS53
application for review of decision	118	rS75–rS77
eligibility for	109–110, 110	rS44–rS47, gS12
fees	112	rS54–rS56
issue of	113–115	rS57–rS68
Previous convictions	25	gC12
Proceeds of Crime Act (POCA)	Go to “Money laundering”	
ProcureCo	37, 59, 63, 77	gC55, gC103, gC119, gC147
Professional client as lay client	45	rC30.7c
Professional Conduct Committee	Go to “PCC”	
Professional embarrassment	38–39	rC21
Professional Stage (pupillage)	152–158	rQ30–rQ74
Provision of information to Bar Standards Board	53, 53–54	rC64, gC93
Public Access rules	80–82	rC119–rC131
collecting evidence	82	rC131.4
Pupil supervisor		
acting as	153	rQ44
	154	rQ50

application procedure to become	153	rQ39–rQ43
registration as	155	rQ56–rQ59
complaints about	155	rQ54–rQ59
duties of	154–155	rQ52–rQ53
removal from the register of	154	rQ51
training of		
Pupillage	152–158	rQ33–rQ74
advertising	156, 37	rQ61, gC57
external training	155–156	rQ60
funding	78-79	rC113–rC116
funding application	79	rC117–rC118
holding out (prohibition of)	37	gC62
registration of	156–157	rQ62–rQ67
QASA	47–52	rC31–63
appeals	51	rC59
applications for variation	50	rC52–rC53
barristers not undertaking trials	48	rC41.9–rC41.11
barristers who took silk between 2010 and 2013	48	rC41.12
commencement and transitional arrangements	51–52	rC60–rC63
full accreditation	47	rC35
general provisions relating to applications for registration, progression or re-accreditation	47–48	rC36–rC40
lapse of accreditation	50	rC48–rC51
level 1	48	rC41.1

levels 2 to 4	48	rC41.2–rC41.8
levels 3 and 4–stage 1	49	rC42.6–rC42.8
levels 3 and 4–stage 2	49	rC42.9–rC42.13
managing underperformance	50-51	rC54–rC58
progression	49	rC42
progression to QASA level 2	49	rC42.6–rC42.8
progression to QASA level 3 and 4	49	rC42.9–rC42.13
provisional accreditation	47	rC34
re–accreditation	49-50	rC43–rC47
registration for	48	rC41
registration of barristers currently undertaking criminal advocacy	51–52	rC61–rC63
scope of	47	rC31–rC33
Qualification certificates	157–158	rQ68–rQ74
Qualification Rules	147, 146–171, 169	oQ1, rQ1–rQ138, gQ1
Application of	146	rQ1–rQ2
bar training rules	147, 147–168	oQ1, rQ3–rQ129
CPD Rules	169–171, 169	rQ130–rQ137, gQ1
Qualified persons	80, 97–98, 110	rC121, rS20–rS22, rS47
supply of legal services to the public	98	rS22.1
the exercise of a right of audience	98–99	rS22.2
the exercise of a right to conduct litigation	99	rS22.3
Qualifying sessions	159	rQ75–rQ78
Queen’s Counsel	45	rC30.4
Record keeping	65, 72, 66	rC87.2, rC106–rC109, gC132
Referral fees	30, 63, 63, 30	rC10, rC81.2, rC82.3, gC29–gC32
Registered European lawyers	85	rC142–rC143

registration	119–120	rS78–rS81
Regulated persons (rules applying to particular groups of)	71–88, 71–89, 76–88	oC26–oC35, rC99–rC158, gC140–gC157
Regulator	Go to “The Bar Standards Board” or “Duties”	
Rehabilitation of Offenders Act 1974	130, 130, 55, 132	rS110.3, rS110.13, gC94.1, gS21.1
Report (duty to) certain matters to the Bar Standards Board	54, 130–131, 132, 55	rC65, rS110, gS21.1, gC94
Reporting serious misconduct		
by others	55, 55–57	rC66–rC69, gC95–gC102
by self	54	rC65.7
Reserved legal activities (provision of)	97–98, 99	rS16–rS22, gS2
Returning instructions	42, 43	rC25–rC26, gC83–gC87
Rights of audience	97, 114	rS20.1, rS63
Scope of practice, authorisation and licensing rules	94–143	rS6–rS133
authorised by other approved regulators	108	rS43
barrister called to undertake a particular case	106	rS40
employed barrister (non–authorised body)	105	rS38–rS39
manager of authorised (non–BSB) body	104	rS35–rS37
Self–employed barrister	100, 100	rS23–rS26, gS3–gS4
Self–employed barrister regulations	71, 71–79, 76–78	oC26–oC29, rC99–rC118, gC140–gC153
Standard terms	40, 41	rC22, gC75–gC76
Students (conduct of)	164–165	rQ101–rQ111
Temporary membership	106, 163	rS40, rQ99
Training	Go to “Equality and diversity”	
Trustee (being a)	Go to “Legal services (supply of)”	
Undertakings	31, 31	rC11, gC33
Unregistered barristers	86, 41	rC144, gC80
Vocational Stage	151	rQ27–rQ29
Waivers	14	rI5–rI6
Withdrawal from case	Go to “Returning instructions”	

Witness(es)		
allegations against	27	rC9.3–rC9.6
being a witness	26	rC7.2
drafting statements	Go to “Legal services (supply of)”	
You and the court	23, 23–26, 24–25	oC1–oC5, rC3–rC7, gC3–gC13
You and your client	33, 33–52, 34–46	oC10–oC20, rC15–rC63, gC36–gC91A
You and your practice	59, 59–70, 59–70	oC24–oC25, rC73–rC98, gC103–gC139
You and your regulator	53, 53–58, 53–57	oC21–oC23, rC64–rC72, gC92–gC102