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| JCIO_SML_BLK | | |  | | --- | | Judicial Conduct Investigations Office  81 & 82 Queens Building  Royal Courts of Justice  Strand  London  WC2A 2LL  **DX44450 Strand**  **T** 020 7073 4719  **E** inbox@judicialconduct.gov.uk  http://judicialconduct.judiciary.gov.uk | | |
|  | [Complainant name]  [Complainant email address] |

Our ref: XXXXX/XXXX

XX XXXXXXX 2018

Dear [Complainant name],

**Your complaint about [JOH name]**

I am writing further to your complaint received [date of complaint].

In summary, you have complained about the conduct of [JOH name] at your hearing at [Name of court] on [date of hearing]. You complain that:

Summary of complaint:

1. X
2. X
3. X
4. X
5. X

Further steps

In order to assess point x) I require some further information from you. Please provide the following information:

1. *Further information that you require*

Please provide this information by **[15 working days].** If you do not provide this information by the date given, this point of your complaint may be dismissed.

If I have missed anything from my summary of your complaint, please do not hesitate to inform me in your subsequent reply.

*Delete if appropriate -*

Reasons why part of your complaint has been dismissed

The JCIO works in accordance with the Judicial Conduct (Judicial and other office holders) Rules 2014.

Rule 21 (b) requires the JCIO to dismiss a complaint, or part of a complaint, if it is about a judicial decision, or judicial case management, and raises no question of misconduct. Based on the information provided…….

X

X

X

X

X

X

X

If you forward me the additional information in respect of point x) it will enable me to further assess this point of your complaint.

Yours sincerely,

**[Name]**

Caseworker