



Tribunals Judiciary

PRACTICE STATEMENT

FORM OF DECISIONS AND NEUTRAL CITATION FIRST-TIER TRIBUNAL AND UPPER TRIBUNAL ON OR AFTER 3 NOVEMBER 2008

1. This Practice Statement sets out the arrangements for the neutral citation of decisions or written reasons (referred to in this Practice Statement simply as “decisions”) of the First-tier Tribunal and Upper Tribunal from 3 November 2008. It follows international practice designed to facilitate their publication on the World Wide Web and their subsequent use by those who have access to it.

FORM OF DECISIONS

2. First-tier Tribunal and Upper Tribunal decisions must be prepared for delivery, or issued as approved decisions, with paragraph numbering.

NEUTRAL CITATIONS

3. In the Upper Tribunal a unique number will be issued for a decision, on request, by the Upper Tribunal Office. In the First-tier Tribunal requests for a unique number for a decision should be made to the Chamber President. If the Chamber President considers it appropriate, the decision will then be referred to the Upper Tribunal and a unique number will be issued by the Upper Tribunal Office.

4. The decisions will be numbered in the following way:

Upper Tribunal (Administrative Appeals Chamber): [200n] UKUT 1 (AAC)

First-tier Tribunal (Health Education and Social Care Chamber): [200n] UKFTT 1 (HESC)

First-tier Tribunal (Social Entitlement Chamber): [200n] UKFTT 2 (SEC)

First-tier Tribunal (War Pensions and Armed Forces Compensation Chamber): [200n] UKFTT 3 (WPAFCC)

5. There will be consecutive numbering of decisions in each of the First-tier Tribunal and the Upper Tribunal. Thus, the first three decisions of [2000n] delivered by the First-tier Tribunal would be numbered 1, 2, 3 irrespective of whether the case was allocated to HESC, SEC or WPAFCC.

6. Under these arrangements, paragraph 77 in *Jones v Secretary of State for the Department of Work and Pensions*, the tenth numbered decision of the year in the Upper Tribunal, would be cited:

Jones v Secretary of State for the Department of Work and Pensions [200n] UKUT 10 (AAC) at [77]

7. The paragraph number allotted by the Upper Tribunal Office should be used in all references to that decision.
8. Where anonymity was previously given to a party in a tribunal case, that practice will continue pending further review.
9. The neutral citation will be the official number attributed to the decision by the Tribunal and must always be used on at least one occasion when the decision is cited in a later decision or judgment. Once the decision is reported, the neutral citation will appear in front of any citation from the law report series. Thus:

Jones v Secretary of State for the Department of Work and Pensions [200n] UKUT 10 (AAC) at [77], [200n] 2 All ER 364, R(AF) 3/08

10. Given that this form of citation contains the official number given to each decision it is hoped that it will be reproduced wherever the decision is published.

LORD JUSTICE CARNWATH
SENIOR PRESIDENT OF TRIBUNALS
31 October 2008