

Requirement Specifications for Criminal Cases

1. The Investigating Officer, should be able to create their profile online so that they can initiate a case registration.
2. Investigating Officer, I must be able to search for accused details/profile in any previous criminal/court matters.
3. The Investigating Officer should be able to upload/scan and upload in PDF format or complete online the docket (with statement and evidence) as prompted by the system.
4. The Control Prosecutor Should be able to login to the system and have a view of all pending documentation that requires my action.
5. The Control Prosecutor should be able to choose to accept the case in which they will choose the type of case based on the criminal activity conducted, and should be able to create the Charge Sheet with automatic case number assignment.
6. The Control Prosecutor should be able to close the case so that status can be updated automatically

If the Investigating Officer's case is queried, they should be able to submit requested information online in response to the Control Prosecutor.

7. When the Magistrate / Judge, login to the system they should have a view of all documents pending that require their approval / rejection.
8. The Control Prosecutor, should be able to login and view all pending cases that require approval / rejection for a summons/indictment application.
9. The Control Prosecutor, after approving the summons/indictment should be able to confirm the charge type and select the case complexity classification so that a Case Prosecutor and case number can be automatically assigned.
10. The Judge / Magistrate, Control Prosecutor, Clerk and Prosecutor Should be able to login to the system and view all my case files so that they can track all changes made to these files.
11. The Litigants, Accused, Investigating Officer, should be able to submit evidence to the system so that it is stored in the case file for the appearance and trial.
12. The Litigants, Accused, Investigating Officer, should be able to capture information on where to find filed physical case evidence for material which cannot be digitised.
13. The Prosecutor should be able to fill out the plea bargain template agreement online with the accused's details and the outcomes from the plea bargain exchange.
14. The Investigating Officer, Attorney-General, Commissioned Police Officer or Public Prosecutor should be able to select to withdraw the case so that the case documentation can be archived.
15. The Prosecutor should be able to close the case based on the withdrawal so that the case status can be updated and the documents can be archived.

16. The Prosecutor should be able to upload any video/voice recordings and minutes from the plea-bargaining meetings/exchanges to serve as proof for the plea bargain agreement.
 17. The Prosecutor should be able to select the type of document I am submitting and so that it is placed in the correct folder hierarchy for tracking purposes.
 18. The Attorney-General, Public Prosecutor, Commissioned Police Officer should be able to submit an application for a warrant of arrest online.
 19. The Judge / Magistrate or Clerk should be able to select to postpone the case, so that the system can automatically generate a new case date taking into account the availability of the trial procession Judge/ Magistrate, Attorney and Prosecutor.
 20. The Court Clerk should be able to capture all the outcomes from the 1st appearance directly onto the system, which includes an upload option for the Digital Court Recordings.
 21. The Court Clerk should be able to capture all bail information (bail conditions, bail amount) so that the payment clerk has real-time view of incoming bail payments.
 22. The Court Clerk should be able to automatically generate the J7 document based on the bail application outcome and notify the relevant correctional services facility.
 23. The Bail Payment Clerk Should be able to automatically generate a Bail Receipt (J399) with the suspects details as well as the case details and bail information.
 24. The Investigating Officer or Litigants should be able to create my subpoena online from a template with prepopulated data so that the relevant witnesses can be notified of court proceedings
 25. The Clerk should be able to login and view all pending subpoena applications so that they can attach my digital signature.
 26. The Convict or Litigants should be able to submit an appeal application online using a template with prepopulated information.
 27. The Convict or Litigants who has failed to meet submission deadlines, should be able to submit a letter of condonation through the portal using the template with prepopulated information.
 28. The Clerk must have a view of all deferred fines owing to court, so that they know how much money is being owed to court and when to expect the payment.
 29. The Clerk should be able to login and have a view of all deferred fine defaulters so that they can initiate proceedings to recover the money.
 30. The Judge / Magistrate or Clerk should be able to select to postpone the case, judgement or sentencing so that the system can automatically generate a new case date taking into account the availability of the trial Judge/Mag, attorney and Prosecutor.
 31. The Judge / Magistrate must have the option of terminating the case through the portal so that the case is closed and the case file is archived.
 32. The Judge / Magistrate should be able to complete an online template outlining the court case proceedings and any inconsistencies that have occurred.
 33. The Clerk should be able to capture all the outcomes from the trial directly onto the system, which includes an upload option for the Digital Court Recordings.
 34. The Clerk should be able to automatically generate the SAPS69 document so that the relevant parties are notified timeously.
 35. The Correctional Services representative, should be able to login to the portal and have a view of incoming criminals and access their files so that they can process the criminal accordingly.
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