



Date 5<sup>th</sup> April 2018

To: Criminal Bar

**Re: Egress – receiving, reviewing and presenting ABE interviews**

With effect from Monday 16<sup>th</sup> April, the way that we share ABE interviews with you will change. A new system called Egress will be used which will allow us to share and present ABE interviews digitally, and without the need for discs.

Some police forces are developing digital systems that will permit all CJS agencies to access ABE interviews digitally. Where the police are not doing this we will be uploading ABE footage to the Egress system; URL links to the evidential and unused and for footage we want to share with counsel only will be created and embedded in to a document. For Crown Court cases, this document will be uploaded to the DCS case; where we instruct agents the document will be included in their bundle.

Everybody who requires access to Egress to view ABE footage will need to create an individual user account. Individual user accounts can be created at the point a user wants to access footage for the first time. *\*Guidance on this can be found in the attached user guides and video links contained within this letter.*

Egress works on the basis of sharing evidence in the system with an individual email address which will then give that person access. The process for sharing with you will be consistent with how we invite you to a DCS case: we will share the evidence with the instructed advocate's email address and also the email address of the clerk(s) that we invite to the DCS case. In the event that the case is allocated to alternative counsel, the clerk will share the footage in Egress with their email address.

Although links are shared with email addresses, you will not receive an email in your inbox when footage has been shared.

Once you are registered on Egress you will be able to access footage we have shared simply by clicking on the link, and entering your user name (which needs to be your secure email address) and password. This will present you with either the footage that has been disclosed to all parties, or the footage to be viewed by counsel only depending on the link that you click.

We are currently receiving the majority of ABE footage from the police in a format that cannot be streamed by any user in Egress. Therefore, you will need to download this footage in order to view it. Where footage is in MP4 format it can be streamed in order to review. For the purposes of presenting in court, you will need to download it

to ensure the performance of PCU Wi-Fi is not adversely affected. *\*Guidance on this can be found in the attached user guides and video links contained within this letter.*





Access to footage in Egress can only be achieved by clicking on the links that we send to you, and once in the system you will only be able to view footage contained in the link you click on. To maintain security of the footage you will be unable to access any footage by entering the website address in your browser and conducting a search.

At present, Egress use is limited to ABE interviews but will be extended to include all other forms of audio and video evidence in due course. We will update you with a timescale for this once it is confirmed, but until then we will continue to send discs to you.

Finally, the requirement to sign an undertaking prior the video being released has been replaced with an electronic disclaimer to be agreed in Egress prior to accessing ABE footage for the first time. Your obligations remain the same in relation to maintaining the security of ABE footage whilst you are able to access it, particularly in relation to limiting access to it.

If you have any questions or experience any issues with the use of Egress, please let us know at [Y&H.correspondencecrown@cps.gov.uk](mailto:Y&H.correspondencecrown@cps.gov.uk), with 'Egress' in the subject of the email.

*\*Please note the word document containing the evidential Egress link, as shown in the following videos/guides, will change and you will receive the evidential links to Egress in a multimedia template.*

Egress training material – Video Links		
Description	Link	PDF guide
Accessing Digital Evidence files using your Egress account	<a href="https://youtu.be/i3OcwUnnq6k">https://youtu.be/i3OcwUnnq6k</a>	 Accessing digital evidence files using y
Registering for an Egress account to access digital evidence	<a href="https://youtu.be/yEiFtJmYwOA">https://youtu.be/yEiFtJmYwOA</a>	 Registering for an Egress account to acc
Resetting the password for your Egress account	<a href="https://youtu.be/wWB9-P3ZYRc">https://youtu.be/wWB9-P3ZYRc</a>	 Resetting the password for your Eg
Sharing folders and files using your Egress account	<a href="https://youtu.be/0sQqt99xWWM">https://youtu.be/0sQqt99xWWM</a>	 Sharing folders and files using your Egres

Yours sincerely

Julie Bowman OBE  
Area Operations Manager  
CPS Yorkshire and Humberside Admin Business Unit  
3rd Floor Jefferson House 27 Park Place Leeds LS1 2SZ  
Tel: 0113 290 2943  
Mobile: 07766991350

Email: [Julie.Bowman@cps.gov.uk](mailto:Julie.Bowman@cps.gov.uk)