



**ORDER OF PROCEEDINGS**

on the occasion of

the Installation of

**MR. RICHARD JOHN COLLAS**

**as Bailiff of Guernsey**

at a sitting of the Royal Court

held in St. James Concert and Assembly Hall

23<sup>rd</sup> March, 2012

THE CEREMONY OF THE INSTALLATION OF  
THE BAILIFF OF GUERNSEY

This is a sitting of the Royal Court. Please assist by maintaining the dignity of the occasion by

**Observing the directions to the public set out in the Order of Proceedings**

**Not talking whilst the Court is in session**

**Not applauding**

**Ensuring your mobile telephone is switched off**

**ORDER OF PROCEEDINGS**

**at 9.55am** The distinguished guests will take their places on the platform behind the Bench.

**At 9.59am** The Juge Délégué, Jurat S. E. F. Le Poidevin, the Bailiff of Jersey, Mr. M. Birt; the First Deemster of the Isle of Man, His Honour Deemster Doyle, and the Jurats are announced by HM Deputy Sergeant.

***The public stand***

The Juge Délégué enquires of HM Sheriff whether His Excellency the Lieutenant-Governor is attending the sitting of the Court and directs him to inform His Excellency that the Court is assembled. ***The public remain standing.***

**At 10.00am** His Excellency is announced by HM Sheriff. ***The public remain standing*** while HM Greffier recites the Lord's Prayer.

***The public sit***

HM Procureur informs the Court that the Bailiff Designate is in the precincts of the Court and desires to present to the Court Letters Patent under the Great Seal appointing him Bailiff.

HM Deputy Sergeant retires and re-enters preceding the Bailiff Designate who proceeds to the Greffier's table. ***The public remain seated.***

The Bailiff Designate presents the Letters Patent to the Court and asks that the Oath of Office be administered to him.

After the Letters Patent have been examined and the Jurats have assented to the Oath being administered, the Letters Patent are handed to HM Procureur by HM Deputy Sergeant.

***HM Deputy Sergeant directs the public to rise.***

The Letters Patent are read by HM Procureur after which the Bailiff Designate takes the Oath, which is read by HM Greffier, at the end of which he kisses the Bible and **the public shout “DIEU SAUVE LA REINE”**. HM Greffier then presents the Seal of the Bailiwick in the casket to the Bailiff who returns it to him.

The Bailiff then takes the Oath of Judge of the Guernsey Court of Appeal, which is read by HM Greffier, at the end of which he agains kisses the Bible and **the public shout “DIEU SAUVE LA REINE”**.

The Bailiff then retires to robe. **The public sit.**

On his return the Bailiff is announced by HM Sheriff.

**The Court and public stand.**

The Bailiff takes his seat on the Bench. **The Court and public sit**

After administering the Oath of Office of the Lieutenant-Bailiffs and taking the Oath of Deputy Lieutenant-Governor, the Bailiff is welcomed by His Excellency the Lieutenant-Governor, the Senior Jurat and HM Procureur. The Advocates stand during HM Procureur’s address **but the public remain seated**. The Bailiff then replies. After his reply HM Greffier recites the closing prayer.

**The Court and public stand.**

**The public remain standing** while His Excellency the Lieutenant-Governor, the Bailiff, the Jurats and distinguished guests on the Bench followed by the Advocates withdraw from St. James. After this party has withdrawn from St. James please leave as quickly as possible so that preparations can be made for the Reception at 12 noon.

His Excellency the Lieutenant-Governor, the Bailiff and Jurats, the Advocates and distinguished guests and Clergy will go in procession to the Town Church from the Royal Court House Ceremonial entrance at 11.00am.

Those for whom transport has been provided to and from the Town Church are requested to go no later than 10.50am to the coach waiting in St. James Street.

Those going to the Service on foot should proceed to the Town Church as soon as possible.