

DATA TRANSMITTAL / SPECIFICATION

Product Type	Criminal Law Partner/Criminal Source (Legal SMG)
Product Title/Release Number	Crankshaw's Criminal Code, Release 2021-4 Digests update
Editorial Contact	Jackie Larsen
Transmittal to Analysis	July 29, 2021
Size	37 pages (Word)
Electronic Files	Y:\IMP-Conversion\public\Outsourcing-SGML\Data Analysis-Conversion\CRIMINAL\Crankshaw\2021-4 Digests\
Comment	SUPPLIER: <ul style="list-style-type: none"> • Update files shaded in grey • Follow existing tagging structure • Note: New digests are added <u>at the END</u> of <casedoc> section it belongs
From	Carol Wong
Transmittal to Supplier	July 29, 2021
Graphics	--
Date Required	August 6, 2021
Routing	SUPPLIER

KEYING SPECIFICATIONS

SUPPLIER:

- Files shaded in grey need to be updated.
- Follow the existing tagging structure when updating.
- **All digests are new and must be added at the END of <casedoc> section it belongs.**
- **Note: A marked-up PDF won't be provided.**

Instructions:

- The heading section number and title highlighted in the efile determine which SGM file to update.
- For example:
 - New text under the heading “**8§22 Common law defences — Entrapment**” would be added to **ccdigs1.sgm** because this file contains **ss. 1-9**.
 - New text under the heading “**33.1§3 Application of section**” would be added to **ccdigs3.sgm** because this file contains **ss. 10-84**.
- Use <CASESUMM> to capture each new digest highlighted in yellow.
- **Place new digests at the END of the <CASEDOC> section it belongs and assign the <N> element using** the <CASESDOC><N> plus the next available decimal number (i.e. <CASESDOC><N>37§1</N> contains <CASESUMM> numbers 37§1.1, 37§1.2. 37§1.3. 37§1.4)
- Although the <CASEREF> data is found at the end of the digest paragraph, it should be placed directly after <N>. See sample tagging below.
- There may be instances where a complete Carswell citation is not provided (eg: 2009 CarswellAlta 305, 306). The page number information is provided, but the year and Carswell* information is missing. For instances such as this, please copy the year and Carswell* information from the previous cite listed. For example: 2009 CarswellAlta 305, 306 should be captured as 2009 CarswellAlta 305, 2009 CarswellAlta 306. (The “2009 CarswellAlta” information has been repeated for “306”)
- Use <P> element **after** <CASEREF> to capture the Case Summary data.
- Do not capture the letters “CEA”, “YCJA”, “CDSA”, “EXA” and “CHA” that may appear before the § numbered headings
- Use tags to capture text which appears underlined. For e.g. Code. Do not use tags to surround paragraph numbers within parenthesis. For e.g. 229(a).

Sample Tagging:

```
<CASESDOC>
<N>8&sect;22</N>
<TI>Common law defences&mdash;Entrapment</TI>
<SCOPE>^RSC1985cC46 8</SCOPE>
<P>Statutory Reference: R.S.C. 1985, c. C-46, s. ^RSC1985cC46 8</P>
<CASESUMM>
<N>8&sect;22.1</N>
....
....
<CASESUMM>
<N>8&sect;22.51</N>
....
<CASESUMM>
<N>8&sect;22.52</N>
<CASEREF><SOC>R. v. Gladue</SOC>
<CITE>2012 ABCA 143</CITE>
...
</CASEREF>
```

← New digest added to the end of the <CASESDOC> section
← 22.52 is the next sequential decimal number
← <CASEREF> follows <N>

<P>The police received a top from.....</P> ← Case Summary captured as <P>
 </CASESUMM>
 </CASESDOC>

Specific Instructions (for the new bookpart—if any):

- The <BOOKPART> level contains the data for any new section number.
- <BOOKPART> <TI> contains "S." plus the section number.
- <BOOKPART> contains the <CASESDOC> element for each new § numbered heading.
- The <CASESDOC> contains:
 - the section number plus the § number within <N> tags; <TI> tag for the title content – NOTE: The word [New] is not captured.
 - <SCOPE> content composed from the appropriate ^caret code and section number;
 - requires a line containing <FREEFORM><P>**Statutory Reference: legislative cite, section number.**</P> to be editorially added;
 - the <CASESUMM> tag.
 - The <CASESUMM> contains
 - the <N> element which contains the <CASESDOC><N> plus the next available decimal number (i.e. <CASESDOC><N>37§1</N> contains <CASESUMM> numbers 37§1.1, 37§1.2, 37§1.3, 37§1.4);
 - the <CASEREF> element;
 - the <P> element for the case summary.
- Within <CASEREF>:
 - Place style of cause within <SOC>.
 - **For an unreported case** place the judgment date within <JUDGDATE>. Do not key parenthesis.
 - **For an unreported case** place the docket number within <DOCKET>.
 - **For a reported case** place the year within <YEAR>. Do not key parenthesis that may surround the year.
 - Place the main cite, or first cite listed, within <CITE>.
 - Use the <PAGENUM> tag for any "at" references that follow <CITE> data (i.e. 12 C.B.R. 14 at 15).
 - Use the <PARANUM> tag for any paragraph references in among data tagged as <CITE>, <DOCKET>, <JUDGDATE> etc.
 - Place any further cites within <CORRELAT> tags. The <CORRELAT> tag contains optional <SOC> and required <CITE>.
 - Place the name of the judge or "decider" within <DECIDER> tags.
 - Place the court/jurisdiction data within <COURTJUR>. Do not key parenthesis that surrounds the court/jurisdiction.
 - Do not key punctuation that would fall between tags.
- For instances of multiple separate case references belonging to one summary, use the <CASEREF> element available within <CASESUMM> for the first case reference use and use <CASEREF> within the <P> element intended for the summary for the second and/or third etc. case reference. Add the text "See also" before the first <CASEREF> within <P>. Run the summary text into the last <CASEREF> within <P>. Separate multiple <CASEREF> elements in <P> with "and".

• A basic structure follows:

<BOOKPART> <TI>S. 8</TI>

← <BOOKPART> for each new Section number only

<CASESDOC>

<N>8§1</N>

← section number and § number

<TI></TI>

<SCOPE>^RSC1985cC46 8</SCOPE>

← ^code for act + Section number

← **FIRST <CASESDOC> OF EACH SECTION NUMBER ONLY**

<P> Statutory Reference:

R.S.C. 1985, c. C-46, s. 37</P>

← Statutory Reference line added editorially

→ **FIRST <CASESDOC> OF EACH SECTION NUMBER ONLY**

...

<CASESUMM>

← container for each new case reference

<N>8§18.35</N>	← § number + next consecutive decimal number
<CASEREF>	← for reported cases
<SOC>R. v. B. (S.J.)</SOC>	
<YEAR>2000</YEAR>	
<CITE>5 C.R. (6 th) 345</CITE>	
<CORRELAT><CITE>166 C.C.C. (3d) 537</CITE></CORRELAT>	
<DECIDER>Conrad, Berger, Paperny JJ.A.</DECIDER>	
<COURTJUR>Alta. C.A.</COURTJUR></CASEREF>	
<P>The accused was convicted of incest. The trial ...</P>	← for each new case summary belonging to the case reference
</CASESUMM>	
...	
<CASESDOC>	
<N>37§2</N>	← section number and § number
<TI></TI>	
	← ^code for act + Section number
<CASESUMM>	← container for each new case reference
<N>37§2.1</N>	← § number + next consecutive decimal number
<CASEREF>	← for unreported cases
<SOC></SOC>	
<JUDGDATE></JUDGDATE>	
<DOCKET></DOCKET>	
<DECIDER></DECIDER>	
<COURTJUR></COURTJUR>	
</CASEREF>	
<P></P>	← for each new case summary belonging to the case reference
</CASESUMM>	

General Specs: please see LEGKEY2SPECS.doc at Y:\Shares\ISSHARES\Data Analysis Specs\Posted Specs\ for details