



Witness Familiarisation

The essential pre-hearing service for those required
to give evidence in legal proceedings



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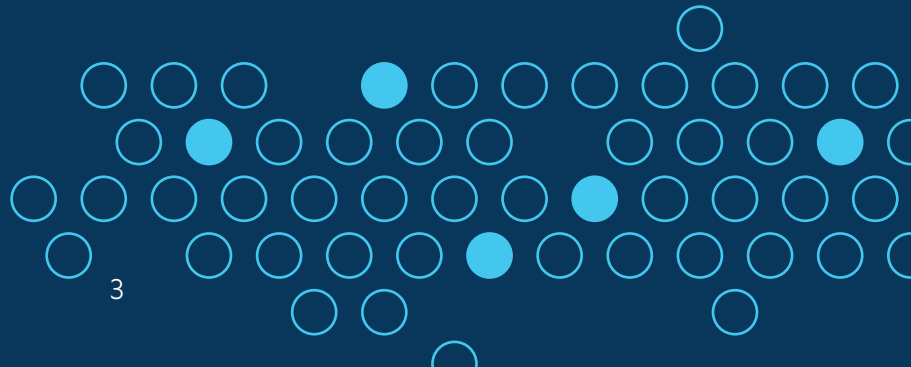
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Who are we?

Bond Solon is the UK's leading provider of witness familiarisation services. Established in 1992, we have worked with witnesses from all backgrounds on a variety of different cases. Our clients include the top UK and international law firms, commercial organisations as well as central and local government bodies.

Our trainers are experienced barristers, solicitor advocates and solicitors, with at least 10 years post-qualifying experience, and are all professionally trained trainers. Our trainers have experience across a wide variety of legal fora, from private family law proceedings to large commercial arbitrations, and can tailor the sessions to suit the needs of any witness.

Our trainers are wholly independent and have no personal knowledge of the facts and issues of the case at hand. We ensure our clients' privacy is of the upmost importance.



What do we do?

Giving evidence can be a daunting, unfamiliar and uncomfortable experience for witnesses. Most witnesses have never seen the inside of a courtroom, yet they can be required to attend a hearing and be cross-examined without always understanding fully what is required of them. They need to know how to prepare and how to give clear, helpful and honest testimony.

Our training provides witnesses with a comprehensive understanding of the theory, practice and procedure of giving evidence, and what is expected of them throughout the hearing stage of a case.

Our goal is to provide our clients with a bespoke service to help build their confidence prior to giving evidence, ultimately achieving a positive outcome in their case.

How do we do it?

All of our sessions are designed and delivered by professional trainers and qualified lawyers. Interactive, engaging and through consultation with our clients prior to the sessions, we tailor them to the specific requirements of each witness. Participants will be provided with personal feedback and areas to work on.

Coaching has always been prohibited. Lawyers are not allowed to prepare witnesses on what they should say or attempt to persuade the witness into changing their evidence. Our sessions instead, focus on providing witnesses with the skills they need to give an honest and objective account of their evidence at the hearing stage.

We therefore cross-examine witnesses using material unrelated to the facts and issues at hand, such as a case study or on a personal scenario or opinion. Our case studies are designed to highlight common techniques, and help witnesses get familiar with referring back to their statement and supporting documents.

That said, sometimes role play and case studies are not suitable as there is a not enough preparation time. In this case, we can cross-examine on a personal scenario or opinion they might have.

What our clients say

Bond Solon really know what they're doing. The difference between trained and untrained witnesses is obvious - they are much calmer and more measured, and deal with cross-examination far better.

Chambers

Litigation Support 2019



Witness Familiarisation is vital to ensure witnesses know what to expect at a hearing so they can give their evidence effectively.

Ali Malek KC

Three Verulam Buildings



Which legal hearings do we prepare witnesses for?

We regularly deliver WF sessions for factual witnesses and experts, who are required to give evidence across a wide variety of legal hearings, including:

- Arbitration - including all of the major rules and ad-hoc
- Civil Courts - both in the UK and overseas
- Criminal Proceedings
- Employment Tribunals
- Public Inquiries
- Tribunals
- Coroner's Courts
- Professional Conduct Hearings
- We also regularly run sessions for cases heard under foreign law and can tailor our sessions accordingly.

How do we deliver our sessions?

Face to Face

Our standard method of delivery, we can deliver our sessions in person, at a location convenient for the witness. Where witnesses are giving evidence face to face, we recommend in-person training to help best replicate the conditions at the hearing. We travel all over the world to deliver our sessions.

Virtual

All of our sessions can also be delivered virtually. If witnesses are giving evidence by video link, or indeed hearings are taking place remotely, we suggest virtual training. We have access to several different video conferencing platforms to facilitate this.

Witness Familiarisation Training

Our standard product, this session is designed to give witnesses a thorough understanding of the procedures involved in giving evidence, their role in the adversarial system, and the preparation required to provide a coherent account at the hearing. We will discuss and demystify the techniques lawyers use in cross-examination to disconcert and discredit witnesses. Participants are then cross-examined on a case study or topic unrelated to the facts and issues of the case at hand, with detailed feedback on their performance provided to them and any instructing parties.

Key learning outcomes:

- Understand the practice, procedures and etiquette of giving factual or expert evidence
- Deal with techniques lawyers use in cross-examination
- Identify problems that can arise in cross-examination and learn how to handle them
- Give coherent, sequential testimony under difficult cross-examination

Follow up Cross-Examination

Designed to dovetail with our Witness Familiarisation product, this session will provide witnesses with the fullest preparation ahead of their hearing. We would strongly recommend this session where witnesses are particularly key to proceedings, are giving evidence for more than half a day, or where instructing parties have any specific concerns.

Each witness will undergo in-depth cross-examination and learn how to deal with difficult cross-examination techniques confidently, and to communicate clearly with the decision maker. Witnesses can be videoed, and their performance analysed. Feedback is then provided, both on an ongoing basis through the session, and by way of a written post-course report.

Key learning outcomes:

- Master the delivery of oral evidence
- Improve the witness's performance by continuous assessment (including the use of video)
- Get to the essence of a complex case
- Handle difficult cross examination techniques

What our clients say

It is seen as important to provide support to all our staff who are facing giving evidence in forthcoming litigation. We have utilised Bond Solon's Witness Familiarisation service to provide this support and the feedback from those who have benefited from the training has been extremely positive.

Marks & Spencer
Legal Department

Bond Solon in just one session transformed an over confident and impatient CEO into a calm and thoughtful witness who impressed the tribunal.

Audley Sheppard KC
Partner, Clifford Chance

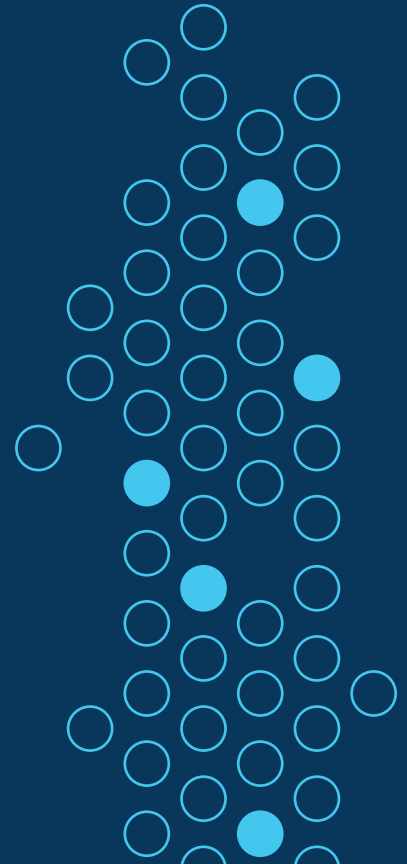


Free one-hour continuing professional development training

The training session has been designed to provide litigators with a comprehensive understanding of case law and guidelines in relation to Witness Familiarisation.

The session is interactive and will explore the problems that lawyers encounter. Using both factual and expert witnesses at the evidence giving stage, learn how best to address these issues through Witness Familiarisation, in accordance with the current law. The material covered will count towards continuing competence as required by the Solicitors Regulation Authority.

If you would like to organise a free one-hour session to take place at your offices, please call [020 7549 2549](tel:02075492549) or email info@bondsolon.com



A selection of our clients

Law Firms

Addleshaw Goddard
Alexiou Fisher Philipps
Allen & Overy
Arnold & Porter
Ashurst
Baker McKenzie
Bryan Cave Leighton Paisner
Bird & Bird
Bond Dickinson
Bristows
Boodle Hatfield
Burgess Salmon
Charles Russell Speechly
Clifford Chance
Clintons
Clyde & Co
CMS Cameron McKenna
Nabarro Olswang
DAC Beachcroft
DLA Piper
DWF
Enyo Law
Eversheds Sutherland

Farrer & Co
Freshfields Bruckhaus Deringer
Fieldfisher
Fladgate
Government Legal
Gowling WLG
Herbert Smith Freehills
Hogan Lovells
HFW
Howard Kennedy
Ince Gordon Dadds
Jones Day
Kirkland & Ellis
K&L Gates
Latham & Watkins
Laytons
Lewis Silkin
Linklaters
Macfarlanes
Mills & Reeve
Milbank, Tweed, Hadley &
McCloy LLP
Mishcon de Reya

Norton Rose Fulbright
Penningtons Manches Cooper
Payne Hicks Beach
Pinsent Masons
Reed Smith
RPC
Shoosmiths
Sidley Austin
Signature Litigation
Simmons & Simmons
Skadden, Arps, Slate, Meagher
& Flom
Slaughter & May
Stephenson Harwood
Steptoe & Johnson
Taylor Wessing
Travers Smith
Weil, Gotshal & Manges
White & Case
Withers

Companies

AstraZeneca
Aviva
AXA
BAE Systems
Barclays
BBC
Biffa
BP
British Gas
BSkyB
BT Group
Centrica
Costain
Deloitte
E.ON
EY
Eurostar

Great Western Railway
G4S
GlaxoSmithKline
Goldman Sachs
HSBC
KPMG
Laing O'Rourke
Legal & General
Lloyds Banking Group
Marks & Spencer
Microsoft
National Express Group
National Grid
PricewaterhouseCoopers
Prudential
Royal Bank of Scotland Group
Scottish & Southern

Severn Trent Water
South West Trains
Southern Water
Smith & Nephew
Tesco
United Utilities
Veolia
Virgin
Vodafone Group
Waitrose
Welcome Break
Welsh Water
Whitbread



5th Floor
10 Whitechapel High Street
London
E1 8QS

-  www.bondsolon.com
-  020 7549 2549
-  info@bondsolon.com
-  [@bondsolon](https://twitter.com/bondsolon)
-  [/company/bond-solon-training/](https://www.linkedin.com/company/bond-solon-training/)