



Access the Digital Case System and XHIBIT portal – direct access barristers

As a direct access barrister (DAB), you may have access to the Crown Court Digital Case System (DCS) and the XHIBIT portal if you confirm you are acting for a client.

It is important for you to be able to show you are the instructed legal representative either by being named as a party's representative:

- in any legal aid representation order made under section 16 of the Legal Aid, Sentencing and Punishment of Offenders Act 2012
- in any notice for the time being given under rule 46.2 Criminal Procedure Rules (notice of appointment, etc. of legal representative: general rules), provided that person is entitled to conduct litigation in the court under section 13 of the Legal Services Act 2007, or
- in writing or electronically by that party, provided the representative is entitled to exercise a right of audience under section 13 Legal Services Act 2007

For further information, see [Criminal Procedure Rules and Practice Directions 2020](#).

Access the Digital Case System (DCS)

Courts need confirmation of a representation order, or a confirmation of appointment in writing or electronically. This will be uploaded to DCS Section U: Representation.

If you are a new or first-time applicant for access, the court will also confirm your registration through a search of the Barristers' Register.

Access the XHIBIT portal and notifications

You may also have access to the XHIBIT Portal (the portal of the case management system in Crown Courts).

When requesting access to DCS, you should also indicate you wish to be added to the 'solicitor' field of XHIBIT for respective clients. This will mean you receive the automatically generated notifications for the case.

For each access request you will need to provide proof of instruction in each case.