

**The Land and Environment Court
of New South Wales**

Practice Direction No 2 of 2005

Use of Electronic Documents and Images

1. This Practice Direction commences on 21 March 2005.
2. The purpose of this Practice Direction is to prescribe uniform standards for the form of electronic materials so as to facilitate the ready use of those materials in Court documents and processes.
3. Any electronic material that is filed or lodged with the Court (either at the instance of a party or at the direction of the Court) must only be in the form that conforms to the following standards or requirements—
 - (a) **Documents other than those referred to in paragraphs (b) and (c)**

Rich Text Format (RTF file).
 - (b) **Images**

JPG or JPEG File Interchange Format (*.jpg or *.jpeg files) or Graphics Interchange Format (*.gif files)

That do not exceed:-

 - (i) 500 kilobytes (500 KB) in file size; and
 - (ii) 19 cm by 28 cm
 - (c) **Spread sheets**

Microsoft Excel (*.xls file format)
4. Nothing in this Practice Direction affects the provisions of Part 19 of the Rules of Court as they apply to originating process commencing proceedings in the Court.

Dated this day of February 2005

The Honourable Peter David McClellan
Chief Judge