FOR LEGAL PROFESSIONALS / CASE COORDINATION

Write a useful brief for a blockchain forensic specialist

Define the question, deliverables, evidence access and review points before commissioning an investigation.

01 Specify the decision the work should support

Define the question, intended use and available records. For urgent matters, raise the time-sensitive concern first and refine the brief alongside the assessment. Mark gaps and disputed facts without presupposing a result.

02 Ask for deliverables you can assess

Specify the outputs, scope, cut-off date, format and limitations. A preliminary lead may not be suitable for a court filing. If expert evidence is contemplated, identify the forum's requirements before describing the work as litigation-ready.

03 Review the method and the working relationship

Ask how conclusions are validated, conflicting labels are handled and uncertainty is reported. Clarify who analyses and reviews the work, and how evidence is transferred and retained. Tools and affiliations do not substitute for an assessable method.

04 Agree review points before the scope expands

Agree fees, external costs, review points and scope changes. A deadline for an initial assessment or named deliverable differs from a guarantee of recovery. Explain dependencies and decide on later phases using what has been learned.

Example. Instead of "trace everything and recover the funds", a fictional brief asks for an initial assessment of five specified payments, documented service attributions and a recommendation on evidence gaps before any further phase is commissioned.

Review checklist

- ☐ I have defined the question and intended use of the output.
- ☐ I have identified deliverables and a review point.
- ☐ I have clarified data handling and who will perform the work.
- ☐ I have reviewed fees, external dependencies and scope-change terms.

General educational framework; assess legal steps and expert requirements in the relevant jurisdiction. Example is fictional.

References: England and Wales: Civil Procedure Rules Part 35 / England and Wales: Practice Direction 35