

POLICY FOR OBTAINING

\* IN THE CIRCUIT COURT

\* FOR WORCESTER COUNTY

AUDIO RECORDINGS

\* STATE OF MARYLAND

\*

FILED  
NOV 19 PM 3:03  
SUSAN R. BRAMICH  
CLK. CT. CT.  
WOR. CO.

ADMINISTRATIVE ORDER

WHEREAS, In light of the unreported opinion CSA-ALA-2382-2017 *Romero Rolando Ortuno v State of Maryland* and Maryland Rule 16-504,

It is this 14<sup>th</sup> day of November, 2018, by the County Administrative Judge of the Circuit Court for Worcester County, hereby

ORDERED, that the Circuit Court for Worcester County hereby adopts the following policy as procedures for persons requesting copies of proceedings recorded electronically on For the Record (FTR) equipment and proceedings recorded stenographically by an official court reporter:

1. In Court Proceedings when a court reporter is present, the official record will be the transcript prepared by the court reporter. Pursuant to the unreported opinion CSA-ALA-2382-2017 *Romero Rolando Ortuno v. State of Maryland*, and Rule 16-504, audio of proceedings are available upon written request and payment of reasonable costs of making the copy.
2. In Court Proceedings when a court reporter is not present, the official record will be the audio recording. Pursuant to Rule 16-504, CD will be available for purchase, except as provided in Rule 16-504(h).
3. In Magistrate's Proceedings, the official record will be the audio recording. Pursuant to Rule 16-504, a CD will be available for purchase, except as provided in Rule 16-504(h).
4. If a CD is purchased, it may be used for reference only. It may not be used in Court in place of a transcript. The CD may not be duplicated or used except as provided for in Rule 16-504.

Return: J. Shiley

5. Because of the regulations governing transcript preparation, you must order a transcript through the Office of the Court Reporters. The CD cannot be used to prepare a transcript.
6. Each hearing date will be recorded on a separate CD. The fee is \$25.00 for each CD. **Make your check or money order payable to:** Worcester County, Maryland, 1 West Market Street, Room 228, Snow Hill, Maryland, Attention: Kathy Zeve.
7. The previous Policy (Procedures for Obtaining Official Court Recording) dated May 29, 2013 is hereby rescinded.

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BRIAN D. SHOCKLEY  
Administrative Judge

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2018 NOV 14 PM 3:02

SUSAN R. BRAMIECKI  
CLK. CT. CT.  
WOR. CO.

2018 Nov 14 The foregoing certificate  
filed and forthwith recorded in Court Proceedings  
S.R.B. No. 33 Folios 164-166.  
Shirley Proctor Clerk