

FILED

SEP - 9 2011

**CLERK, U.S. DISTRICT COURT
SOUTHERN DISTRICT OF IOWA**

**IN THE UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA**

IN THE MATTER OF

VIDEO RECORDING OF CIVIL
COURT PROCEEDINGS UNDER THE
CAMERAS PILOT PROJECT

ORDER

Public Administrative Order

No. 11 - AO - 4 - P

This Administrative Order supplements the Judicial Conference Committee on Court Administration and Case Management Guidelines for the Cameras Pilot Project in the District Courts (“the Guidelines”; available at www.uscourts.gov/multimedia/cameras). All recordings of court proceedings must comply with both this Administrative Order and the Guidelines; where they are believed to conflict, the Guidelines will prevail.

1. **Participating judges.** Video recording will occur only in proceedings presided over by district and senior judges who have chosen to participate in the Pilot Project. All further references to “Judge” or “Presiding Judge” in this Order include only participating judges. Participating judges in the Southern District of Iowa are: Robert W. Pratt, James E. Gritzner, John A. Jarvey, Charles R. Wolle, and Ronald E. Longstaff.
2. **Proceedings eligible for recording.** Every civil case proceeding presided over by a participating judge and held in open court, other than those excluded under the Guidelines, is eligible for recording.
3. **Notification of parties.** For eligible proceedings, as soon as practicable after a court date is set, a notice (Form D, “NOTIFICATION REGARDING VIDEO RECORDING”) will be sent to the attorneys/parties about recording the proceeding under the pilot project. Alternatively, the judge may provide such notice at a

conference with counsel or with parties proceeding without counsel.

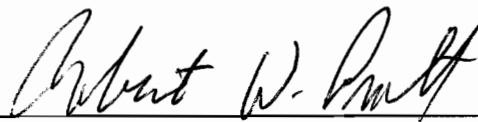
4. **Consent of parties.** Along with notification, each party will receive a form (Form E, “PARTY RESPONSE REGARDING VIDEO RECORDING”) on which to indicate whether that party consents to the recording of all, part, or none of the proceeding. Parties may indicate as well that they wish to have no recording of specified witnesses. Counsel for each party, or the party itself if proceeding *pro se*, will return the form on behalf of all persons who will appear for that party at the proceeding. For data collection purposes, parties who do not consent to recording are asked on the form to describe their reasons. Unless otherwise ordered by the judge, the form should be returned per the instructions on the bottom of the form, or by mailing to the clerk’s office if the filer does not have access to e-mail, at least 7 days prior to the proceeding. Counsel or parties proceeding without counsel may also give their responses at a conference with the judge. The Court will not require recording over the objection of a party.
5. **Requests for recording from parties or outside entities.** Parties, members of the media, or other outside entities may submit a request that a proceeding be recorded. A request should be submitted to the presiding judge at least 7 days before the date of the proceeding. For proceedings that arise with little notice, the request should be made as soon as practicable. The request should be made using Form B, “REQUEST FOR VIDEO RECORDING” (available at www.iasd.uscourts.gov/cameras). The presiding judge will determine whether to deny the request or to seek consent from the parties under the procedures outlined above. The person or entity making the request will be advised of the outcome of the request as soon as possible after a decision is reached.
6. **Forms.** All forms are available at www.iasd.uscourts.gov/cameras . Forms regarding individual proceedings will be sent to attorneys/parties electronically and are to be returned to the Court according to the instructions on the bottom of

the form, if notice and responses are not given at a conference with the judge. Anyone without electronic forms capability or without access to e-mail may notify the clerk's office and will receive and may file hard copy forms.

7. **Data collection.** The completed "PARTY RESPONSE REGARDING VIDEO RECORDING"(Form E) forms and "REQUEST FOR VIDEO RECORDING" (Form B) forms will be made available to researchers at the Federal Judicial Center who are conducting an evaluation of the Cameras Pilot Project on behalf of the Judicial Conference Committee on Court Administration and Case Management.
8. **Effective date.** Local Rule 83.4.f, "Limited Exception for Pilot Program in Southern District," is effective beginning August 29, 2011.

IT IS SO ORDERED.

DATED this 9th day of September, 2011.



ROBERT W. PRATT, Chief Judge
United States District Court
Southern District of Iowa