

SO 1.52 Guidelines for Use of Court Reporters

The following guidelines shall be considered by the United States Magistrate Judges of the Western District of Louisiana in determining whether a Court reporter shall be present to record a matter heard by a magistrate judge:

- (1) Petty offense proceedings under **18 USC 3401** should generally be recorded by electronic sound recording equipment;
- (2) Other misdemeanors under **18 USC 3401** should generally be recorded by electronic sound recording equipment;
- (3) Preliminary proceedings in criminal cases (e.g. initial appearances, preliminary hearings, bond hearings, etc.) should generally be recorded by electronic sound recording equipment;
- (4) Oral argument or evidentiary hearings held in open court on non-dispositive motions or other matters which will not result in a report and recommendation to a district judge should generally be recorded by electronic sound recording equipment;
- (5) Oral argument or evidentiary hearings held in open court in matters which will result in a report and recommendation to a district judge should generally be recorded by a court reporter;
- (6) Civil trials and matters related to such trials presided over by the magistrate judge with consent of the parties should generally be recorded by a court reporter;
- (7) If, in a matter generally recorded by electronic sound recording equipment, the presiding magistrate judge determines the circumstances of the case require the proceedings be recorded by a court reporter, the magistrate judge shall notify the clerk of court, and the clerk of court shall:
 - (a) arrange for an official court reporter to record the proceedings if an official court reporter is available; or
 - (b) arrange for a contract court reporter to record the proceedings in accordance with the magistrate judge's instructions.