

3820 RECORDINGS AND TRANSCRIPTS

- 3820.1 The entire proceedings of Commission hearings and meetings on the record shall be recorded electronically and shall be permanently retained by the Commission.
- 3820.2 A copy of the recording of a public meeting or hearing, or public portion thereof, shall be made available for public inspection at the Commission's offices and on the Commission's website or the website of the Office of Open Government within seven (7) business days after the meeting or hearing.
- 3820.3 At the request of a party to an appeal, the Commission shall provide an additional copy of the recording of a public hearing on the appeal to the party.
- 3820.4 If a party to an appeal desires a transcript of the recording of the hearing, the cost of the transcript shall be borne by the party. If the party is unable to pay such costs without substantial hardship to himself or herself or his or her family, the Commission shall bear the costs of obtaining a transcript. An applicant for waiver of costs shall file a declaration with the Commission, and need not serve any other party, stating: the party's source(s) and amount(s) of income, including public benefits; number of dependents; and approximate monthly expenses.
- 3820.5 A party that desires a transcript shall designate a qualified reporter or transcriber who is not a party or counsel to a party or otherwise related to or employed by a party or counsel in the case to transcribe the recording, and the Commission shall deliver an exact copy of the electronic recording directly to the qualified reporter or transcriber.
- 3820.6 A copy of a recording made for the purposes of §§ 3820.3 or 3820.5 shall be certified by the Commission as being an exact duplicate of the original electronic recording.
- 3820.7 A transcript of a certified duplicate copy of the electronic recording of a Commission hearing may be relied on in proceedings before the Commission only if:
- (a) The qualified reporter or transcriber certifies the transcript as being complete, accurate, and based upon the certified duplicate copy; and
 - (b) Unless otherwise stipulated by the parties or ordered by the Commission, if a party cites to a portion of a transcript, the entire transcript of the case must be filed with the Commission, and a copy must be served on all parties.
- 3820.8 Any party to an appeal may seek corrections to a transcript by motion to the Commission filed within ten (10) days of receipt of the transcript.

District of Columbia Municipal Regulations

SOURCE: Notice of Final Rulemaking published at 33 DCR 1336, 1348-49 (March 7, 1986); as amended by Final Rulemaking published at 68 DCR 012634 (December 3, 2021).