

LOUISIANA BOARD OF EXAMINERS  
OF CERTIFIED SHORTHAND REPORTERS



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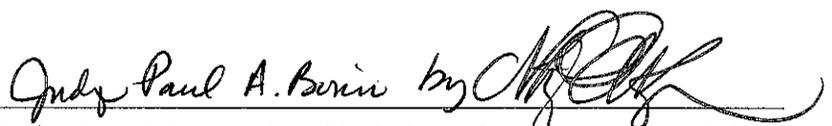
NHUNG "VICKIE" NGUYEN,  
ADMINISTRATOR  
[www.lacourtreporterboard.com](http://www.lacourtreporterboard.com)

NOTICE OF INTENT

OFFICE OF THE GOVERNOR  
BOARD OF EXAMINERS OF CERTIFIED SHORTHAND REPORTERS

In accordance with the Administrative Procedures Act, R. S. 49:950 et seq. Notice is hereby given that the Louisiana Board of Examiners of Certified Shorthand Reporters proposes to adopt additions/changes made to the Code of Ethics and Court Reporting Procedures Rule.

The proposed Rule will become effective when approved.

  
Judge Paul A. Bonin, Chair by Nhung Nguyen, Admin

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In accordance with the Administrative Procedures Act, R. S. 49:950 et seq. Notice is hereby given that the Louisiana Board of Examiners of Certified Shorthand Reporters proposes to adopt changes made to the court reporting procedures rule.

**Title 46  
PROFESSIONAL AND OCCUPATIONAL STANDARDS  
Part XXI. Certified Shorthand Reporters**

**§1303. Employment Relationship with  
Court Reporting Firm**

A. - D. ...

E. Certification Affidavit of Court Reporting Firm

**CERTIFICATION AFFIDAVIT OF COURT REPORTING FIRM**

**STATE OF** \_\_\_\_\_  
**PARISH OR COUNTY OF** \_\_\_\_\_

BEFORE ME, the undersigned authority, duly qualified to take acknowledgments and administer oaths within the state and locality inscribed above, personally appeared \_\_\_\_\_ ("Affiant"), who is representing \_\_\_\_\_, a \_\_\_\_\_ [state] corporation [or limited liability company or other form of business organization] that is doing business in Louisiana as a court reporting firm as defined by Acts 2014, No. 839 (hereinafter, "Court Reporting Firm"). The physical address of the entity's principal place of business is \_\_\_\_\_ [street and suite number, if any] in \_\_\_\_\_ [city], State of \_\_\_\_\_, Zip \_\_\_\_\_, Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_, Email \_\_\_\_\_.

After being duly sworn, Affiant did attest as follows:

1. Affiant is a knowledgeable representative who is authorized to act on behalf of the Court Reporting Firm in executing this Certification Affidavit.

2. The Court Reporting Firm has engaged a Louisiana licensed court reporter to perform court reporting services in connection with the deposition(s) of \_\_\_\_\_ [identify by name each deponent covered by this certification; attach additional sheets if necessary] to be taken in the following proceeding: \_\_\_\_\_ vs. \_\_\_\_\_, pending in the \_\_\_\_\_ Court under matter number \_\_\_\_\_.

3. Affiant certifies, after performing due diligence, that the Court Reporting Firm has no prohibited employment or contractual relationship, direct or indirect, under Louisiana Code of Civil Procedure Article 1434 with a party litigant in the matter for which the court reporter's services have been engaged. Affiant further acknowledges affiant's duty to provide information and will provide information promptly to the Louisiana Board of Examiners of Certified Shorthand Reporters (hereinafter, "CSR Board") regarding any change in these relationships or in Affiant's knowledge of these relationships.

4. Affiant attaches hereto the schedule of all charges and other disclosures that the court reporter must have available at the time of taking the deposition.

5. Affiant further states that Affiant is familiar with the nature of an oath and with penalties as provided by applicable state laws for falsely swearing to statements made in an instrument of this nature. Affiant further certifies that Affiant has read and understands the full facts and content of this Affidavit.

SIGNATURE OF AFFIANT: \_\_\_\_\_

Sworn before me this me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public \_\_\_\_\_

Print name:

My commission expires:

Each completed Firm Certification Affidavit in the foregoing form must be filed with the CSR Board by the taking court reporter within 30 days of the date of the deposition. The filing does not need to include the schedule of charges.

I, a Louisiana Licensed Court Reporter, as the officer who took the depositions(s), hereby submit this certification affidavit via \_\_\_\_\_ [facsimile/e-mail] within 30 days of the date of the depositions to which this certification applies. I further certify that I have received the required schedule of all charges and other disclosures from the Court Reporting Firm in connection with this certification and acknowledge my obligation to maintain the schedule for a minimum of three years.

I have read and confirmed that the language of the certification affidavit conforms with the form promulgated by the CSR Board. I have listed below or on additional pages, if necessary, the name and contact information for each taking attorney.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name LA CCR NO.

Taking Attorney Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2557(B), R.S. 37:2555(G), and R.S. 37:2556(D).

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Examiners of Certified Shorthand Reporters, LR 41:335 (February 2015), amended LR 41:

#### **Family Impact Statement**

The proposed rule changes have no known impact on family formation, stability, and autonomy as described in R.S. 49:972.

#### **Poverty Statement**

In compliance with Act 854 of the 2012 Regular Session of the Louisiana Legislature, the impact of the proposed Rules have been considered.

#### **Public Comments**

Interested persons may submit written comments on the proposed changes until 4:00 p.m., February 10, 2016, to Judge Paul A. Bonin, Chair of the Louisiana Board of Examiners of Certified Shorthand Reporters, 1450 Poydras St., Ste. 630, New Orleans, LA 70112.

#### **Public Hearing**

A public hearing on this proposed Rule is scheduled for Wednesday, February 10, 2016 at 3:00 p.m. in the board office at 1450 Poydras Street, Suite 630, New Orleans, LA 70112. At that time, all interested persons will be afforded an opportunity to submit data, views, or arguments, either orally or in writing. The deadline for the receipt of all comments is 4:30 p.m. that same day.

## **FISCAL AND ECONOMIC IMPACT STATEMENT**

### **FOR ADMINISTRATIVE RULES**

#### **RULE TITLE: Fees**

1. ESTIMATED IMPLEMENTATION COSTS (SAVINGS) TO STATE OR LOCAL GOVERNMENT UNITS (Summary) The proposed rule change will not result in any implementation costs (or savings) to state or local governmental units other than those one-time costs directly associated with the publication and dissemination of this rule.

2. ESTIMATED EFFECT ON REVENUE COLLECTIONS OF STATE OR LOCAL GOVERNMENTAL UNITS (Summary) There is no estimated effect on revenue collections of state or local governmental units associated with the proposed rule changes.

3. ESTIMATED COSTS AND/OR ECONOMIC BENEFITS TO DIRECTLY AFFECTED PERSONS OR NONGOVERNMENTAL GROUPS (Summary) There are no estimated costs and/or economic benefits to directly affected persons or non-governmental groups associated with the proposed rule changes.

4. ESTIMATED EFFECT ON COMPETITION AND EMPLOYMENT (Summary) There will be no impact on competition or employment.

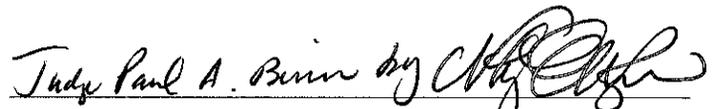
**NOTICE OF INTENT**

**OFFICE OF THE GOVERNOR**

**BOARD OF EXAMINERS OF CERTIFIED SHORTHAND REPORTERS**

In accordance with the Administrative Procedures Act, R. S. 49:950 et seq. Notice is hereby given that the Louisiana Board of Examiners of Certified Shorthand Reporters proposes to adopt changes made to the certification of transcript rule.

The proposed Rule will become effective on June 1, 2016.

  
Judge Paul A. Bonin, Chair by Nhung Nguyen, Admin