

**IN THE UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF ILLINOIS
EASTERN DIVISION**

DERRICK SCHAEFFER,)	
)	
Plaintiff,)	19 C 7711
)	
v.)	Judge Robert M. Dow Jr.
)	
CITY OF CHICAGO, OFFICER JAMES A.)	Magistrate Judge Jeffrey T. Gilbert
BRANDON #7634, OFFICER MARIO)	
PEREZ #18936, OFFICER JAMES)	
KINSEY # 16189, and DET. JOCELYN)	
GREGOIRE-WATKINS, #20974,)	
)	
Defendants.)	

**DEFENDANTS' PROTOCOL FOR RECORDING DEPOSITIONS ON THE
ZOOM PLATFORM**

Pursuant to the Court's Order of January 12, 2020, Defendants submit the following protocol for recording depositions on the Zoom platform:

1. The party who notices the deposition must state in the notice the method for recording the testimony. Testimony may be recorded by audio, audiovisual, or stenographic means only by an official within the meaning of Rule 28 of the Federal Rules of Civil Procedure. The noticing party bears the recording costs. Any party may arrange to transcribe a deposition.
2. The parties may stipulate – or the court may on motion order – that a deposition be taken by telephone or other remote means, including by use of the Zoom platform.
3. Unless the parties stipulate otherwise, any audio, audiovisual or other non stenographic recording of a deposition must be performed by an officer appointed or designated under Rule 28 of the Federal Rules of Civil Procedure.
4. The officer must begin the deposition with an on-the-record statement that includes:
 - (i) the officer's name and business address;

- (ii) the date, time, and place of the deposition;
- (iii) the deponent's name;
- (iv) the officer's administration of the oath or affirmation to the deponent; and
- (v) the identity of all persons present.

5. If the deposition is recorded nonstenographically, the officer must repeat the items in 4(1)-(iii) at the beginning of each unit of the recording medium. The deponent's and attorneys' appearance or demeanor must not be distorted through recording techniques.

6. If the deposition is recorded nonstenographically using the Zoom platform, the officer must use the "Spotlight View" function, which focuses the camera view solely on the deponent, for the entirety of the deposition.

7. At the end of a deposition, the officer must state on the record that the deposition is complete and must set out any stipulations made by the attorneys about custody of the transcript or recording and of the exhibits, or about any other pertinent matters.

Dated: January 21, 2020

Respectfully submitted,

CELIA MEZA
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CERTIFICATE OF SERVICE

I hereby certify that on January 21, 2021, I served the foregoing document upon all counsel of record by filing a copy with the Clerk of the Northern District of Illinois using the Court's electronic filing system.

/s/ Raoul Vertick Mowatt
Raoul Vertick Mowatt