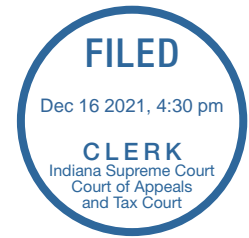


In the Indiana Supreme Court



Cause No. 21S-MS-19

Order Amending Indiana Rules of Appellate Procedure

Under the authority vested in this Court to provide by rule for the procedure employed in all courts of this state and this Court's inherent authority to supervise the administration of all courts of this state, the Indiana Rules of Appellate Procedure are amended as follows (deletions shown by ~~striking~~ and new text shown by underlining):

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Rule 28. Preparation Of Transcript By Court Reporter

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C. Submission of Electronic Transcript.

- (1) Following certification of the Transcript, the Court Reporter shall submit the electronic Transcript using one of the following methods:
 - (a) *Submission by E-Filing.* If e-filing is required in the trial court by Trial Rule 87(B)(1) ~~and the documentary exhibits are in electronic form~~, then the Court Reporter shall transmit the electronic Transcript to the trial court clerk through the IEFS.

...

Rule 29. Exhibits

A. Documentary Exhibits. Documentary exhibits, including testimony in written form filed in Administrative Agency proceedings and photographs, shall be included in separate volumes that conform to the requirements of Appendix A(1), (2)(a), (11), and (12). The Court Reporter shall also prepare an index of the exhibits contained in the separate volumes that conforms to the requirements of Appendix A(14). ~~and that index will be placed at the front of the first volume of exhibits.~~ Documentary exhibit volumes shall be submitted in electronic format in accordance with Appellate Rule 28(c). Documentary exhibit volumes submitted in electronic format shall additionally conform to the requirements of Appendix A(15)-(19). The documentary exhibit volumes shall be transmitted to the Clerk with the electronic Transcript, using the same method of transmission as the electronic Transcript.

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Rule 51. Form And Assembly Of Appendices

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C. Numbering. Each Appendix volume shall be independently and consecutively numbered. All pages of the Appendix volume, including the front page (see Rule 51(E)), shall be consecutively numbered at the bottom starting with numeral one on each volume's front page. The appendix page numbers should not obscure without obscuring the page numbers existing on the original documents. ~~Each volume shall begin with numeral one on its front page.~~

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Rule 57. Petitions to Transfer and Briefs

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D. Brief in Response or Notice Regarding Transfer. A party may file a brief in response to the Petition no later than twenty (20) days after the Petition is served. Rule 25(C), which provides a three-day extension for service by mail or third-party commercial carrier, may extend the due date; however, no other extension of time shall be granted. If a party does not intend to respond to the Petition, the party may file a Notice that no response will be filed. The Notice may not include any argument or other commentary on the merits of the petition or case. The Notice will be treated as a brief in response if it includes anything other than a statement that no response will be filed.

E. Reply Brief. If a brief in response is filed, the petitioning party may file a reply brief no later than ten (10) days after a brief in response is served. Rule 25(C), which provides a three-day extension for service by mail or third-party commercial carrier, may extend the due date; however, no other extension of time shall be granted.

...

Appendix A. Standards for Preparation of Electronic Transcripts

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(2) Numbering.

- (a) Each volume of the Transcript, including an exhibit volume, shall be independently and consecutively numbered. All pages of the Transcript, including the front page (see Appendix A(12)), shall be consecutively numbered at the bottom. Each volume shall begin with numeral one on its front page.

- ...
- (11) Volume.* A Transcript volume shall be a single PDF or PDF/A file consisting of no more than two hundred fifty (250) pages. Each volume shall be numbered. All pages of the Transcript volume, including the front page (see Appendix A(12)), shall be consecutively numbered at the bottom starting with numeral one on each volume's front page.

Multiple hearings shall be combined into a single volume until the volume reaches no more than two hundred fifty (250) pages or fifty megabytes (50MB). A volume may be less than 250 pages to avoid splitting a hearing between volumes. If a single volume exceeds fifty megabytes (50MB), the number of pages may be fewer than two hundred fifty (250) pages. The table of contents volume shall note each such instance of reduced page count.

- ...
- (13) Table of Contents.* The Court Reporter shall prepare a table of contents for the entire transcript. Only one table of contents should be prepared even if multiple hearings are transcribed. The table of contents shall listing each witness and the volume and page where that witness's direct, cross, and redirect examination begins. The table of contents shall identify each exhibit offered and shall show the Transcript volumes and pages at which the exhibit was identified and at which a ruling was made on its admission in evidence. The table of contents shall be a separate volume.

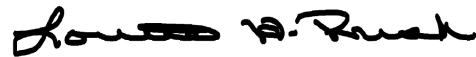
(14) ~~[Deleted, eff. January 1, 2017]~~ Index of Exhibits. The Court Reporter shall prepare an index of all of the exhibits. The index of exhibits shall be placed in the front of the first volume of exhibits and should not be included in any subsequent exhibit volumes. The index of exhibits shall identify each exhibit's number or letter, the name of the party that offered the exhibit into evidence, and the exhibit volume and page number where the exhibit is located.

(15) *File Formatting and Size.* The electronic Transcript must be saved in one (1) or more files in either searchable Portable Document Format (“searchable PDF”) or in searchable Portable Document Format for Long-Term Preservation (“searchable PDF/A”). Each file must be ~~no more than~~ limited in size to the lesser of two hundred fifty (250) pages or fifty megabytes¹ (50 MB). Each file must be named using the following convention: *CaseNumber-DocumentType-volume#.pdf* (e.g., 53C031601MI00123-Transcript-1.pdf, 53C031601MI00123-Transcript-2.pdf, 53C031601MI00123-Exhibit-1.pdf, 53C031601MI00123-Exhibit-2.pdf). Valid document types include: Table of Contents, Transcript, Index, and Exhibit.

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This amendment is effective January 1, 2022.

Done at Indianapolis, Indiana, on 12/16/2021 .



Loretta H. Rush
Chief Justice of Indiana

All Justices concur.