

Jury Evidence Recording System (JERS) in PROMESA Cases

Overview

The U.S. District Court for the District of Puerto Rico has adopted a jury evidence system (“JERS”) that allows any evidence that is admitted or rejected during an evidentiary hearing or trial to be reviewed electronically by the attorneys, the Court and/or by the jury during deliberations.

JERS offers the following features:

- Storage of all exhibits submitted prior to an evidentiary hearing or trial, and subsequent designation of any exhibits that are admitted into evidence for the Court’s or jury’s use during deliberations;
- Capture, through the courtroom’s presentation equipment, of any exhibits that were not submitted prior to trial but were later admitted by the Court;
- Creation of a list of exhibits, by number and description, that can be released to the deliberating jury and filed in CM/ECF; and
- Restrictions on how the jury may review exhibits (e.g., Audio Only, Video Only, Zoom Off, etc.).

At the conclusion of any evidentiary hearing or trial (after the verdict is returned or the ruling is issued), the evidence will be electronically stored by the Clerk’s Office of the U.S. District Court for the District of Puerto Rico pursuant to [Civil Local Rule 39\(c\)\(1\)](#) and [Bankruptcy Local Rule 9070-1\(d\)](#).

Accepted Formats

JERS accepts electronic evidence only in the following formats:

- Documents and Photographs: .pdf, .jpg, .bmp, .tif, .gif, .doc, .docx, .xls, .xlsx, .ppt, .pptx
- Video and Audio Recordings: .avi, .wmv, .mpg, .mp3, .mp4, .wma, .wav, .3gpp

NOTE: Individual files should not exceed 1GB.

- If possible, exhibits approaching or exceeding this size limit should be separated into multiple files.
- Using tools such as Adobe's "Reduce File Size" feature can significantly reduce the size of PDF documents.
- Lowering the resolution or decreasing the dimensions can reduce the file size of images (usually with minimal affect to viewing quality).

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Exhibits in the Spanish Language

Pursuant to [Bankruptcy Local Rule 9070-1\(c\)](#), all exhibits and documentary evidence in Spanish or other languages **must be fully translated to the English language by a certified translator**. See also [Civil Local Rule 5\(g\)](#).

Exhibits with Personal Identifiers

Pursuant to [Bankruptcy Local Rule 9037-1\(a\)](#), parties and counsel are solely responsible for redacting the personal identifiers enumerated in Fed. R. Bank. P. 9037(a).

Marking Exhibits

Counsel shall keep in mind that any exhibits must be identified with a descriptive abbreviation and a number (e.g., UCC 1, UCC 2, UCC 3, etc.)

Naming Exhibits

Each exhibit file should be clearly named with a descriptive title in the following format:

- exhibit number_exhibit description.file extension
- If an exhibit has sub-parts; exhibit number-exhibit subpart_exhibit description.file extension.

For example:

- UCC 1_emails from Smith to Roe 2018.pdf
- UCC 2_photo of courthouse.jpg
- UCC 3-a_footage of filling area.wmv
- UCC 3-b_footage of store from east view.wmv

Handing the Evidence to the Deputy Clerk

Counsel shall deliver all proposed exhibits with their corresponding exhibit list in electronic format on a USB Flash drive to the courtroom deputy clerk at the U.S. District Court for the District of Puerto Rico.

The disc shall be labeled with:

- the number and the title of the case,
- the docket entry number and title of the related Motion/pleading(s), and
- the name of the party for whom the exhibits are submitted.

All files shall be in one directory on the USB Flash drive (preferably the root directory). A hard copy of the party's exhibit list that includes the electronic file name for each exhibit shall be submitted with the USB flash drive. Unless otherwise directed by the Court, the USB Flash drive will not be returned to counsel.

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Delivery of Courtesy Copies to Chambers

In addition to the submission of the exhibits pursuant to the above stated procedures, the presiding judge may also require the submission of courtesy copies of the exhibits to chambers. For additional information, consult the case management order, the presiding judge's standing order, and the order setting the procedures for the relevant evidentiary hearing or trial.

Contact Us

If you have any questions pertaining this topic, please contact us by email at PROMESA@prd.uscourts.gov