A MEMBER SHALL:

ONE
Be fair and impartial toward each participant in all aspects of reported proceedings, and always offer to provide comparable services to all parties in a proceeding.

TWO
Be alert to situations that are conflicts of interest or that may give the appearance of a conflict of interest. If a conflict or a potential conflict arises, the Member shall disclose that conflict or potential conflict.

THREE
Guard against not only the fact but the appearance of impropriety.

FOUR
Preserve the confidentiality and ensure the security of information, oral or written, entrusted to the Member by any of the parties in a proceeding.

FIVE
Be truthful and accurate when making public statements or when advertising the Member’s qualifications or the services provided.

SIX
Refrain, as an official reporter, from freelance reporting activities that interfere with official duties and obligations.

SEVEN
Determine fees independently, except when established by statute or court order, entering into no unlawful agreements with others with respect to fees to any user.

EIGHT
Refrain from giving, directly or indirectly, any gift or anything of value to attorneys or their staff, other clients or their staff, or any other persons or entities associated with any litigation, which exceeds $150 in the aggregate per recipient each year. Nothing offered in exchange for future work is permissible, regardless of its value. Pro bono services as defined by the NCRA Guidelines for Professional Practice or by applicable state and local laws, rules and regulations are permissible in any amount.

NINE
Maintain the integrity of the reporting profession.

TEN
Abide by the NCRA Constitution & Bylaws.

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