



## NATIONAL VERBATIM REPORTERS ASSOCIATION, INC.

---

### Code of Ethics

#### A member of NVRA should:

1. Exhibit absolute impartiality toward all participants in the proceedings; be truthful and accurate when making public statements or advertising qualifications and services provided; and offer comparable services and financial arrangements to all.
2. Preserve confidentiality; respect privileged information and confidences, oral or written, entrusted to the reporter or learned indirectly; guard against not only the fact of but the appearance of impropriety; avoid giving or receiving any gift, incentive or reward of substance to or from any persons associated with the proceedings; and immediately notify all parties of any possible or potential conflict of interest.
3. Determine fees independently, except when established by statute or court order; enter into no unlawful agreements with others on fees; and honor contracts, agreements and assigned responsibilities.
4. Be prompt to all assignments and maintain a dignified appearance in dress and deportment; respect all participants in a proceeding; and not offer counsel, advice or personal opinions.
5. Prepare the record, and preserve the notes/recordings, in accordance with guidelines established by rule, statute or court order; strive to achieve the highest quality, effectiveness and dignity in both the process and products of professional work; and maintain the integrity of the profession.
6. Acquire and maintain professional competence; stay abreast of changes in the law, legal procedures and technological developments relating to the reporting profession; and participate in continuing education programs.
7. Exhibit ethical conduct while participating in the NVRA testing and continuing education programs.
8. Participate in national, state and local associations to advance the quality and standards of the reporting profession; improve public understanding of the reporting profession; and cooperate with the bench and bar for the improvement of the administration of justice.
9. Understand and accept that there is a consequence for misconduct, up to and including membership revocation, and that those who have been or are sanctioned by a government agency or convicted in a court of law of an action that is in violation of this Code may be barred from membership or expelled from the organization.
10. Abide by the Constitution and Bylaws of NVRA.