

5010 Case File, Audiovisual Record and Transcript

(a)

The provisions of this rule apply except as otherwise ordered or required by law.

(b)

The agency shall maintain the case file, the audiovisual record, and any transcript that has been prepared for at least 36 months after the last date of service of any decision or order, and may thereafter destroy them.

(c)

After issuance of the decision in a case, a person may review all or part of the administrative record, audiovisual record, or transcript that has been prepared.

(d)

A party or person who requests a copy of a transcript that has not been previously prepared by the agency shall be charged fees for the preparation of the transcript in accordance with Government Code Section 69950.

(e)

A party or person who requests a copy of the administrative record shall be charged ten cents per page for other documents in the administrative record.

(f)

A party shall not be charged for copies if it shows that payment would cause it financial hardship.

(g)

A request for copies shall include either payment for the applicable charge or a showing of financial hardship.

(h)

Notwithstanding any other provision of this rule, a claimant shall not be charged for copies of the claimant's administrative record.