

- f. Payment in advance is required for all requests for copies of records.
 - i. The Board will aggregate records requests when more than four (4) requests are received within a calendar month, either from a single individual or a group of individuals deemed working in concert and adopts the “Frequent and Multiple Request Policy” and any successor policy developed by the Office of Open Records Counsel.
 - ii. Such requests may be aggregated on any level whether by attorney, case, division, office or otherwise.
 - iii. The PRRC is responsible for making the determination that a group of individuals are working in concert. The PRRC must inform the individuals that they have been deemed to be working in concert and that they have the right to appeal the decision to the Office of Open Records Counsel.

3.12 Facsimile and Electronic Filing of Papers

A. Pursuant to Rule 5A of the Tennessee Rules of Civil Procedure (T.R.C.P.), the Executive Secretary of the Board shall accept for filing any document by facsimile transmission. The Board shall assess charges for filings by facsimile pursuant to T.R.C.P. 5A.04.

B. Pursuant to Rule 5B of the Tennessee Rules of Civil Procedure, the Board does allow the electronic filing of papers with the Executive Secretary of the Board of Professional Responsibility.

3.13 Outside Recording Devices at Meetings of the Board

No recording devices other than those in use by the Executive Secretary are permitted at meetings of the Board.

3.14 Hearing Committee Member Nominations

In making recommendations to the Court for Hearing Committee members, Board members should strive for diversity and representation throughout the geographical boundaries of the member’s disciplinary district. Preference should be given to nominating Hearing Committee members with litigation experience.

3.15 Formal and Advisory Opinion Requests