SUPERIOR COURT OF CALIFORNIA
COUNTY OF SACRAMENTO

Digital Evidence Policy

A. The Court broadly defines digital evidence to include electronic documents, spreadsheets, reports, graphics, and multimedia files.

B. Parties presenting multimedia files (audio and video) to the Court for viewing on Court-owned equipment must ensure the files are in a non-proprietary format (MPEG, AVI, WAV) and that those files run on the following media players: VLC Media Player or Windows Media Player. Acceptable file formats are listed in Paragraph G: Supported Media Formats. Parties providing their own equipment to the Court for the viewing of digital evidence are exempt from this requirement.

C. Parties providing their own equipment to the Court for the viewing of digital evidence shall release the Court from liability and waive any claims regarding damage or loss of equipment.

D. The Court, in its discretion, may order parties presenting documents, spreadsheets, reports, etc. in electronic form to provide those files in a portable document format (PDF) that is text searchable.

E. Parties must ensure that the media containing the digital evidence media (e.g. flash drives, DVDs, etc.) is free of computer viruses and malware. Parties must make reasonable efforts to take precautions against the contamination of their computer systems and files by software viruses, worms or other malicious agents. At a minimum, such precautions shall include the installation, upgrading and use of commercial virus detection software to scan files and documents presented to the Court. All files submitted to the Court must be in a format that allows for virus scanning. No files can be submitted in a compressed or zipped format.

F. In the event a party is unable to provide its digital evidence in the aforementioned formats, they may file a motion seeking an exception to the policy. The party must show why the evidence cannot be provided in a conformant format. If granted, the party is

required to provide the Court with the necessary technology (e.g. software player) to view the files.

G. Supported Media Formats:

Video Formats

3ivX D4	H.264 / MPEG-4 AVC	Real Video (1/2/3/4)
Cinepak	Indeo Video 3 (IV32)	Sorenson 1/3
Dirac / VC-2	MJPEG (A/B)	Theora
DivX® (1/2/3/4/5/6)	MPEG-1/2	WMV 1/2
DV	MPEG-4 ASP	WMV 3 / WMV-9 / VC-1
H.261	On2 VP3/VP5/VP6	XviD
H.263 / H.263i		

Audio Formats

AAC	E-AC-3 (Dolby Digital Plus) 3	Musepack / MPC
AAC - MPEG-4 part3	FLAC	QCELP
AC3 – A/52 (Dolby Digital)	LPCM	QDM2
ADPCM	MAC	QDMC (QuickTime)
ALAC	MIDI	Real Audio 2
Alaw/µlaw AMR (3GPP)	MLP / TrueHD 3	Speex
APE (Monkey Audio)	Mod (.s3m, .it, .mod)	TrueAudio (TTA)
ATRAC 3	MP3	Vorbis
DTS	MP3 - MPEG Layer 3	Wavpack
DV Audio	MPEG 1-4	WMA 1/2/3