

create an abbreviated ROT for administrative purposes. In such instances, the servicing legal office should contact Commandant (G-LMJ) for current guidance.

**5.A.1.d. Manner of Recording Proceedings**

The preferred method for recording trial proceedings is by audio tape recorded by a qualified Coast Guard court reporter, civilian contractor court-reporter, or qualified court-reporter from another armed service. The methods set forth in RCM 1103(j)(1) and (3), which allow for video tape, audio tape or similar method of recording without the presence of a certified court reporter may not be used in the Coast Guard without prior authorization from Commandant (G-LMJ).

**5.A.1.e. Trial Counsel Responsibilities in the Immediate Aftermath of Trial**

**(1) Report of Results of Trial**

After final adjournment of the court-martial, the trial counsel shall promptly notify the accused's commanding officer, the convening authority, and, if appropriate, the officer-in-charge of the confinement facility of the findings and sentence. [See, RCM 1101.] Enclosure (18a) is a sample Report of Results of Trial. Trial counsel shall also provide a copy of the Report or Results of Trial to the defense counsel, military judge, servicing PERSRU for the accused and, if CGIS was involved in any aspect of the case, to the servicing CGIS office.

**(2) Cases Resulting in Adjudged or Automatic Forfeitures or Adjudged Reduction in Pay Grade**

In all cases resulting in adjudged forfeitures or reduction in pay grade or administrative forfeitures compelled by operation of Article 58b, UCMJ, trial counsel shall include in the Results of Trial letter required by RCM 1101(a), a statement substantially as follows:

Adjudged and/or automatic forfeitures, under Article 58b, UCMJ, and/or adjudged reduction in pay grade will be effective (*effective date*), unless they are deferred or waived by the convening authority.

**(3) Confinement Order**

The trial counsel must be familiar with the brig rules regarding admitting confinees. A sample confinement order (post-trial) can be found at enclosure (18j).

**5.A.2. Preparation, Arrangement, and Authentication of ROT**

In the preparation of both verbatim and summarized ROTs, the preparation, arrangement, and authentication of ROTs and allied papers, to the extent possible, shall be in accordance with RCM 1103, Appendices 13 and 14, MCM, and the rules contained in this section. A helpful checklist to assist the trial counsel and legal staff prepare the ROT is found at enclosure (18c).