

Electronic Discovery Policy

The purpose of the Bergen County Jail's Discovery policy is not designed to be a substitute for an attorney's responsibility of viewing electronic discovery with their client. This convenience is being provided, by the Bergen County Sheriff's Office, to assist with the constraining times related to in-person visiting. The Bergen County Sheriff's Office will not support any programs or applications that are not specified in this policy.

Electronic discovery must be submitted in an USB format accompanied with the completed manifest.

The manifest must contain:

- the inmates name and current booking number
- The attorneys name, address and contact number
- A detailed listing of the files contained on the drive
- Instructions for the inmate on how to operate proprietary players and / or access files.

Files must be in PDF, CSV, MP3, MP4 formats that will open with VLC, or windows media player.

All personal content that does not pertain to case at hand must be removed including all that may be obtained from cellphone extractions. All devices may not contain any contraband that includes but is not limited to pornography, movies, music, etc.

Discovery that does not meet the above criteria will be returned to the attorney. Should you not be able to meet these requirements you may come for an in-person visit. With your client.

When an inmate is no longer incarcerated in the Bergen County Jail, the discovery will be returned to the attorney.