

How to Depose an Inmate or Detainee housed in the
Rhode Island Department of Corrections:

1. File a motion for leave from the court pursuant to Rule 30(a)(2) seeking permission to depose a person housed at the ACI or obtain a written stipulation between all parties for the deposition.
2. Once you obtain the order granting the deposition or have the written stipulation, forward it to the Office of Legal Counsel. You may fax it to (401) 462-2583 or email it to the Legal Assistant at leann.anderson@doc.ri.gov. Please call the Legal Assistant at (401) 462-5168 to follow up. She will give you the phone number for the Deputy Warden in the facility in which the person to be deposed is housed and will forward the order to the Deputy Warden.
3. It is your responsibility to contact the Deputy Warden to set up the date and time of the deposition. You will need to inform the Deputy Warden of the number of people attending the deposition and provide of the full names and dates of birth of any non-attorneys who will be attending the deposition (e.g. stenographer) so that a background check can be completed before the date of the deposition. Attorneys will need to bring their Bar cards the day of the deposition.
4. Please be advised that while we make every effort to accommodate depositions, there are certain periods in the day when it is very difficult to schedule a deposition (e.g. meal times, recreation, visiting hours).
5. Any questions or concerns can be addressed by the Deputy Warden of the facility.