## UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF FLORIDA

Administrative Order No. 88 3

## IN RE: REPORTING AND RECORD KEEPING REQUIREMENTS OF COURT REPORTERS

The Court having reviewed the memorandum issued by the Administrative Office dated December 1, 1987, entitled Reporting and Record Keeping Requirements of Court Reporters, and having considered the recommendations of the Clerk of Court for implementation of these requirements, it is

ORDERED, ADJUDGED and DECREED that the Official Court Reporters of the Southern District of Florida will comply with the requirements of the Judicial Conference by the utilization of Forms AO 37, AO 38, AO 39, AO 40A, AO 40B and AO 44.

It is further Ordered that the Clerk of Court, or his representative, will review the court reporters' reports, as outlined above, on a quarterly basis and report to the Court any reporter not in compliance with the Reporting and Record Keeping Requirements as mandated by the Judicial Conference in March, 1987.

DONE and ORDERED at the United States Courthouse, Federal Courthouse Square, Miami, Florida, this <u>30</u> day of January, 1988.

FOR THE COURT Aus JAMES LAWRENCE KIN Chief Judge