

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF FLORIDA

ADMINISTRATIVE ORDER 89 - 48

IN RE:

COURT POLICY MANUAL

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Pursuant to the action of the court taken at its regularly scheduled meeting September 13, 1989, adopting Item No. 8 of the agenda, it is

ORDERED that a permanent committee of the court is created for the purposes of preparing a Court Policy Manual establishing in written form, the procedures and policies of the United States District Court for the Southern District of Florida. It is contemplated that this manual will be a permanent written document that will codify the existing practices and procedures of the court dealing with budget preparation, emergency case assignments, duty judge assignments, intra-district assignments, low numbered assignments, recusal assignments, death case assignments, the court reporter management plan, procedures in use in assignment of court reporters, procedures for use in assignment of court facilities, conflict in case scheduling and procedures to alleviate this problem, security procedures, committees of the court and their functions and responsibilities, duties and responsibilities of the department heads of the court, policy making in the Southern District and other items that in the discretion of the committee are appropriate and proper to be included in the Court Policy Manual.

It is anticipated that this manual will be ultimately prepared in such form that it may, from time to time, be supplemented and

updated as policies are adopted by the court. It is further

ORDERED that the following judges be and they are hereby APPOINTED as the members and chairperson of the Court Policy Manual Committee of this court.

Honorable C. Clyde Atkins

Honorable Edward B. Davis

Honorable William J. Zloch

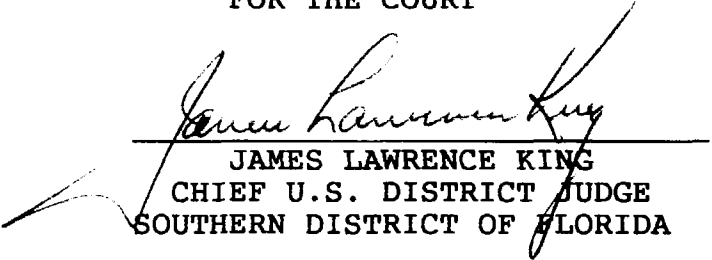
Honorable Lenore C. Nesbitt, Chairperson

It being further

ORDERED that the committee should draw upon such resources from the offices of the Court Executive and Clerk of Court as it shall deem necessary to provide the staff assistance for this important work.

DONE and ORDERED in chambers at the United States District Courthouse, Federal Courthouse Square, Miami, Florida, this 25th day of September 1989.

FOR THE COURT

  
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JAMES LAWRENCE KING  
CHIEF U.S. DISTRICT JUDGE  
SOUTHERN DISTRICT OF FLORIDA

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cc: All Southern District Judges and Magistrates  
Hon. Peter T. Fay  
Norman E. Zoller, Circuit Executive  
Keenan G. Casady, District Executive  
Robert M. March, Clerk of the Court