

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF FLORIDA

ADMINISTRATIVE ORDER NO. 92-55

**IN RE: DUTY JUDGE ASSIGNMENT  
SCHEDULE, MIAMI**

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The following is a schedule for October, 1992 through December, 1993, as to the Duty Judge for Miami, and supersedes Administrative Order 92-16. The Duty Judge's function is as follows:

1. Handle all grand jury matters. This includes convening grand juries and ruling on matters affecting those grand juries during each month's duty. The Clerk's Office will call the offices of the Duty Judge to attempt to arrange a time convenient to the Judge for the empanelment of the grand jury (if one is scheduled for that month), but if the jurors have already been summoned, the date will have to be firm and the Judge will have to adjust his or her schedule accordingly. Once the date for the empanelment is set by the Judge in consultation with the clerk, the date will have to be firm and not subject to change. Rule 6(f) of the Federal Rules of Criminal Procedure makes provisions for a grand jury return to be taken by either a Federal Judge or a United States Magistrate. Whether the District Judge or the Magistrate will take a return will be determined by the Judge. Until Rule 6(f) is further construed, a District Judge should handle immunization of witnesses and all matters that pertain to contempt.
2. Key West Grand Juries will be empaneled and supervised by Judge James Lawrence King.
3. Preside over all court naturalization ceremonies and emergency naturalization matters in the Miami Division.
4. Preside over matters arising from Magistrates' proceedings which are not assigned to a District Judge, including but not limited to, applications for reduction of bonds and competency examinations.
5. Transfer of Probation from foreign districts.
6. Swearing in of attorneys to practice.
7. Preside over wire tap applications in matters not assigned to any District Judge. All extensions will be handled by the District Judge who granted the original application.


8. Preside over pen register and trap and trace applications whether they be original applications or renewals.
9. Approval of issuance of warrants of arrest in admiralty cases when the Judge in whose division the case is assigned is not in that division or is otherwise unavailable.

**MONTHLY ASSIGNMENTS:**

October	1992	Judge Stanley Marcus
November	1992	Judge Federico A. Moreno
December	1992	Judge Shelby Highsmith
January	1993	Judge Donald L. Graham
February	1993	Judge K. Michael Moore
March	1993	Judge Ursula Ungaro
April	1993	Judge James Lawrence King
May	1993	Judge Edward B. Davis
June	1993	Judge Lenore C. Nesbitt
July	1993	Judge Stanley Marcus
August	1993	Judge Federico A. Moreno
September	1993	Judge Shelby Highsmith
October	1993	Judge Donald L. Graham
November	1993	Judge K. Michael Moore
December	1993	Judge Ursula Ungaro

The Duty Judge should be present in the district and available for handling Duty Judge matters at all times during the month assigned. If it is necessary for the Duty Judge to be out of the district for a short period of time during the assignment month, it is his or her responsibility to make arrangements with another Judge to handle all Duty Judge matters arising during the brief absence, and to notify the Chief Judge and the Clerk of Court.

**DONE and ORDERED** in chambers at the United States Courthouse, Fort Lauderdale, Florida, this 15 day of October, 1992.

  
 Norman C. Roettger  
 Chief U.S. District Judge

cc: All United States District Judges  
 United States Attorney  
 Federal Public Defender  
 Clerk of Court  
 District Executive  
 Miami Review  
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