

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF FLORIDA

ADMINISTRATIVE ORDER NO. 93-104

**IN RE: DUTY JUDGE ASSIGNMENT  
SCHEDULE, WEST PALM BEACH**

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The following is a schedule for January 1994 through December 1994, as to the Duty Judge for West Palm Beach. 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 a United States Magistrate Judge. However, 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. Preside over all court naturalization ceremonies and emergency naturalization matters in West Palm Beach.
3. 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.
4. Transfer of Probation from foreign districts.
5. Swearing in of attorneys to practice.
6. 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.
7. Preside over pen register and trap and trace applications whether they be original applications or renewals.
8. Approval of issuance of warrants of arrest in admiralty cases in any division where the assigned judge is out of the District or is otherwise unavailable.


9. The duty judge may preside over emergency petitions for writ of habeas corpus involving a petitioner's claim to immediate release, where the assigned judge is in the district, but otherwise unavailable to rule on the petition. After ruling on the emergency relief sought, and for all other purposes and proceedings, the case shall remain on the docket of the judge to whom it was originally assigned.

**MONTHLY ASSIGNMENTS:**

January	1994	Judge James C. Paine
February	1994	Judge Kenneth L. Ryskamp
March	1994	Judge James C. Paine
April	1994	Judge Kenneth L. Ryskamp
May	1994	Judge James C. Paine
June	1994	Judge Kenneth L. Ryskamp
July	1994	Judge James C. Paine
August	1994	Judge Kenneth L. Ryskamp
September	1994	Judge James C. Paine
October	1994	Judge Kenneth L. Ryskamp
November	1994	Judge James C. Paine
December	1994	Judge Kenneth L. Ryskamp

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 **9** day of **Dec**, 1993.

  
NORMAN C. ROETTGER, ~~J.~~  
CHIEF U.S. DISTRICT JUDGE

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