FILED
U.S. DISTRICT COURT
NORTHERN DISTRICT OF IOWA

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CLERK OF COURT DIV. OFFICE

BY

IN THE UNITED STATES DISTRICT COURT
NORTHERN [redacted] DISTRICT OF IOWA

IN THE MATTER OF THE ADMINISTRATIVE ORDERS OF THE COURT	**ADMINISTRATIVE ORDER** NO. 02-AO-0001

The court has conducted a comprehensive review of the administrative orders it has issued over the years, and **FINDS** these orders should be clarified, reorganized, and restructured. To this end, the court has determined that copies of certain of these orders should be maintained by the Clerk of Court in a separate binder entitled "Public Administrative Orders," and made available to the public at the staffed offices of the Clerk of Court and on the district's web site at www.iand.uscourts.gov. The court also has determined that copies of certain of these orders should be maintained by the Clerk of Court in a separate binder entitled "Administrative Orders Regarding Personnel and Office Administration." Finally, the court has determined that certain other of these orders are outdated, either because they have been superseded or because they have no current use or purpose, and therefore should be designated as having no further force or effect.

Therefore, for cause, it is **ORDERED** as follows:

The Clerk of Court is to continue to maintain the originals of all administrative orders issued by the judges of the district in the internal Administrative Order binders currently being maintained in the Clerk of Court office in Cedar Rapids, and copies of all such administrative orders in the internal Administrative Order binders currently being maintained in the Clerk of Court office in Sioux City. These internal Administrative Order binders are to include separate binders for the following documents: (1) orders designating jurisdictions where judges may hold court; (2) orders containing designations for service of process; (3) orders relating to the Library Fund; and (4) orders relating to Naturalization.

02-AO-001

The Clerk of Court is to maintain separate copies of the following administrative orders in a binder entitled "Public Administrative Orders," and make the contents of the binder available to the public at the Clerk of Court's offices in Cedar Rapids and Sioux City and on the district's web site:

Number	Date	Description
1530	10/21/02	Order authorizing Local Rules Committee to publish notice which constitutes compliance with FRCP 83(a)(1)
1527	07/03/02	Order approving Search Policy of U.S. Probation Office
1513	02/07/02	Order prohibiting law enforcement representatives from wearing uniforms in court while appearing in criminal and civil jury trials
1509	01/08/02	Order setting forth procedures with respect to presentence reports and statement of reasons in the Northern District
1507	07/05/01	Order setting procedures applicable to guilty pleas before Magistrate Judge Paul A. Zoss
1502	05/18/01	Order re payment of interim CJA vouchers
1501	02/15/01	Amendment to Local Rules effective 02/15/01 (LCrR 12 and LCrR 32.1)
1497	12/27/00	Order re Local Rules for ND & SD effective 01/01/01
1487	11/06/00	Order authorizing Local Rules Committee to publish notice which constitutes compliance with FRCP 83(a)(1)
1479	07/27/00	Order setting forth procedures for filing Rule 32 waivers in Western and Central Districts
1472	04/20/00	Order appointing CJA Panel Selection Committee
1466	01/20/00	Order amending court's plan for the random selection of grand and petit jurors.
1452	12/07/99	Order prohibiting smoking from all areas of the courthouses in the ND
1447	10/04/99	Order referring actions for judicial review of administrative actions by the SSA on individual applications for benefits to Magistrate Judge Paul A. Zoss
1392	02/19/98	Order authorizing the US Attorney's Office to make disclosure of matters occurring before the grand jury

Number	Date	Description
1357	05/02/97	Order granting Magistrate Judge Zoss continued authority to accept guilty pleas in felony cases
1354	04/11/97	Order amending 04/10/97 order regarding refilling jury wheels
1353	04/10/97	Order establishing new master wheels in accordance with the amended plan for the random selection of grand and petit jurors in the United States District Court for the Northern District of Iowa
1331	12/11/96	Order amending court's plan for random selection of grand and petit jurors
1318	05/31/96	Order authorizing USDC-NDIA to participate in Bankruptcy Appellate Panel
1311A	05/15/96	Order establishing Bankruptcy Appellate Panel
1265	03/31/95	Order setting forth procedure for case assignments
1241	12/05/94	Order setting out procedures for imposing sentences under the Sentencing Reform Act of 1984 and FED. R CRIM. P. 32
1235	09/13/94	Order adopting Amended and Substituted Criminal Justice Act Plan for the ND
1213	01/31/94	Order granting Clerk of Court authority to grant certain unresisted ministerial motions
1184 (& attachment)	09/13/93	Order amending plan of the ND for providing representation pursuant to The Criminal Justice Act of 1964, as amended.
1183	08/30/93	Order Establishing Forfeiture Schedule for the ND
1154	12/18/92	Order amending Plan for Representation of Indigent Plaintiffs in Civil Rights Cases
1121	03/30/92	Order approving Notice of Prejudgment Remedies
1119	03/30/92	Plan for Representation of Indigent Plaintiffs in Civil Rights Cases
1105	02/06/92	Order adopting maximum allowable transcript rates
1079	07/08/91	Order referring to magistrate judges all cases under the Federal Debt Collection Procedures Act of 1990
1051	06/13/90	Order assigning to magistrate judges all applications for appointment of receivers and all applications for writs of replevin

Number	Date	Description
927	05/05/86	Order referring to US Bankruptcy Court all cases under Title 11, U.S.C.
800	06/10/80	Amended and Modified Plan pursuant to Speedy Trial Act of 1974

The Clerk of Court also is to maintain copies of the following administrative orders in a binder entitled "Administrative Orders Regarding Personnel and Office Administration":

Number	Date	Description
1524	07/22/02	Order appointing Chris Hopper as a volunteer U. S. Probation Officer
1518	05/23/02	Order appointing Chris Hopper as a volunteer U. S. Probation Officer
1517	05/23/02	Order appointing Dan Chatham as a volunteer U. S. Probation Officer
1516	05/20/02	Order appointing Chris Hopper as a volunteer U. S. Probation Officer
1515	05/20/02	Order appointing Dan Chatham as a volunteer U.S. Probation Officer
1514	04/18/02	Order adopting plan for providing reimbursement of premiums for professional liability insurance
1511	01/07/02	Order reaffirming previous order authorizing probation officers to carry firearms
1508	08/14/01	Order adopting plan for administration of court's Library Fund
1449	11/01/99	Order delegating to clerk of the court the supervision of pro se law clerk's leave
1435	06/03/99	Order adopting Health & Safety Plan
1431	04/15/99	Combined EEO/EDR Plan
1373	10/16/97	Order authorizing probation officers to carry firearms

Number	Date	Description
1362	06/10/97	Order clarifying court reporters' duties
1302	01/18/96	Order appointing James D. Hodges, Jr., Clerk of Court
1280	10/10/95	Order certifying approval of Internal Control Manuals of Probation/Pretrial Offices
1232	07/27/94	Order certifying approval of revised Model Eighth Circuit Internal Controls Manual
1089	11/14/91	Order re USPO Ellerbroek's assignment of duties

The following administrative orders have no further force or effect:

1529	1475	1400	1332	1278	1208	1120	1053
1528	1474	1399	1330	1276	1193	1116	1052
1526	1469	1395	1327	1272	1191	1115	1050
1525	1467	1389	1326	1270	1189	1114	1049
1523	1465	1387	1323	1267	1187	1113	1048
1522	1464	1371	1321	1262	1181	1112	1047
1521	1462	1370	1320	1261	1172	1111	1046
1520	1448	1369	1317	1259	1167	1110	961
1519	1444	1365	1316	1238	1164	1103	960
1512	1442	1364	1315	1237	1162	1095	959
1510	1438	1363	1313	1236	1134	1086	958
1506	1434	1359	1312	1231	1133	1082	957
1505	1432	1358	1311	1228	1129	1080	956
1504	1409	1356	1301	1218	1128	1072	955
1503	1407	1355	1287	1216	1127	1064	949
1496	1406	1352	1286	1215	1126	1063	928-948
1495	1404	1351	1285	1214	1125	1055	801-926
1478	1403	1333	1284	1211	1124	1054	1-799
1476							

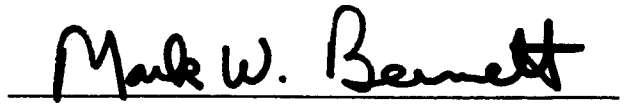
The Clerk of Court is directed to place a copy of this order in the Public Administrative Orders binder and on the district's web site. With respect to administrative orders entered after the date this order is entered, the federal judge entering the order will advise the Clerk of Court whether or not to place a copy of the order in the Public

Administrative Orders binder or in the Administrative Orders Regarding Personnel and Office Administration binder.

IT IS SO ORDERED.

DATED this 4th day of November, 2002.

Mark W. Bennett



MARK W. BENNETT, Chief Judge
United States District Court
Northern District of Iowa

Copies mailed on 11/4/02
to counsel of record or pro se
parties as shown on the docket
sheet. to NO/SO. Judges/Clerks
K Jos
Deputy Clerk