

GENERAL ORDER No. 5

STANDING COMMITTEES

A. Standing Committees

There shall be the following Standing Committees of the Court:

Executive Committee
Personnel Committee
Rules Committee
Technology Committee
Non-appropriated Fund Committee
Criminal Justice Act Administration Committee; and
Criminal Practice Committee

B. Membership and Term

Appointments to membership on Standing Committees shall be made by the Chief Judge from among all judicial officers. Unless otherwise specified, membership of a Standing Committees shall consist of five Judicial Officers. Active District Judges, Senior District Judges, who qualify and elect to do so under 28 U.S.C. § 296 and active Magistrate Judges, all may serve as a Chair or as a member of a Standing Committee. An effort will be made on a rotational basis to include in court governance all judicial officers from all courthouses in the District.

The term of office for the Chair of a Standing Committee shall be for three years beginning on the effective date of this amended General Order or as a vacancy occurs. The Chief Judge may appoint the Chair or a member of a Standing Committee to successive terms.

In order to assure continuity and efficiency of the work of the Committee, the Chair of each Standing Committee will designate members of the Committee to staggered terms.

C. Meetings

Meetings of a Standing Committee shall be called by the Chair of the Committee or at the request of any member of the Committee. Unless otherwise specified, three voting members of a Standing Committee shall constitute a quorum.

D. Duties and Responsibilities

1. Executive Committee

The membership, duties, responsibilities and powers of the Executive Committee shall be governed by General Order 47.

2. Personnel Committee

The Court Personnel Committee will be responsible for initiating, reporting and proposing policies on those matters that relate to: non-judicial personnel of the District and matters regulated by General Order 15 "Equal Employment Opportunity Plan and Employee Dispute Resolution Plan, and any other non-judicial personnel matter that might from time-to-time be assigned to it by the Chief Judge.

3. Rules Committee

The Rules Committee will be responsible for initiating, reporting and proposing local rules, and General Orders that affect matters covered by the local rules. From time-to-time, advisory committees may be appointed to make recommendations to the Rules Committee.

4. Technology Committee

The Technology Committee will be responsible for initiating, reporting and proposing rules, General Orders and operating procedures for the District's acquisition and use of technology.

5. Non-Appropriated Fund Committee

The Non-Appropriated Fund Committee will be responsible for initiating, reporting and proposing policies covered by General Order 19.

6. Criminal Justice Act Administration Committee

The CJA Administration Committee will be responsible for initiating, reporting and proposing policies on criminal cases and are regulated by General Order 50 "Criminal Justice Act Procedures." The Committee will include non-judicial members as prescribed by the rules and General Orders of the District.

7. Criminal Practice Committee

Pursuant to 18 U.S.C. § 3165, the Criminal Practice Committee will be responsible for initiating, reporting, and proposing programs, policies and practices for the administration of criminal justice in the District, including matters governed by General Order 14, "Plan for the Prompt Disposition of Criminal Cases." The Committee will include non-judicial members as prescribed by 18 U.S.C. § 3165 and by the General Orders of the District.

E. Subcommittees

The Chair of a Standing Committee may appoint a subcommittee to study and make recommendations on discrete matters that come under the auspices of the Standing Committee.

F. Liaisons and Ad Hoc Committees

The Chief Judge may appoint a judicial officer to serve as a liaison between the Court and various other entities, programs or projects. In addition, if a matter that must be decided by the Court is not clearly under the auspices of a Standing Committee or if the matter concerns multiple Standing Committees or for other good cause, the Chief Judge may appoint and assign the matter to an ad hoc committee.

Adopted: June 13, 1972
Amended: February 1, 2012

FOR THE COURT:


JAMES WARE
Chief Judge