

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ORDER NO. 01-11

**ORDER ESTABLISHING AND GOVERNING
THE USE OF VIDEOCONFERENCING EQUIPMENT**

The following rules, promulgated by order of the Chief Judge, govern the use of the videoconferencing equipment for use in prisoner litigation cases where prisoners are incarcerated outside the District of Columbia jurisdiction. The court may by written order amend these rules

VC Rule 1. Authorization of Videoconferencing

The court hereby authorizes the use of videoconferencing in cases where prisoners incarcerated outside the jurisdiction are parties to the proceedings. Videoconferencing or telephone conferencing should be attempted prior to the issuing of a Writ of Habeas Corpus Ad Testificandum/Prosequendum upon U.S. Marshals Service.

VC Rule 2. Times of Operation

Videoconferencing will be available for use daily from 9:00 am until 4:30 pm Eastern Standard Time. Actual hearing schedules shall be set at times mutually convenient to the court and the correctional facility.

VC Rule 3. Scheduling of Proceedings

Availability of the videoconferencing equipment shall be on a first-come, first served basis. Currently, courtroom 315 and hearing rooms 205 and 206 are wired for immediate use. As more courtrooms become wired for connectivity, scheduling venues will be expanded. Courtroom 315 will be given priority for matters involving multiple prisoners where the cellblock will be needed for local co-defendants, witnesses or co-petitioners.

All matters shall be scheduled through the Special Counsel to the Chief Judge, Rainey Ransom, until further notice. **Two weeks advance notice must be given.**

VC Rule 4. Length of Proceedings

All proceedings shall be scheduled in one hour blocks of time (i.e. 9:00 am-10:00 am, 10:00 am-11:00 am, etc.). Matters that may take longer than one hour should be scheduled for two or more consecutive hours. Time limits, once scheduled, will be strictly enforced.

VC Rule 5. Notices of Continuance

Should a continuance be necessary, all dates must be scheduled through the Special Counsel to the Chief Judge, Rainey Ransom.

VC Rule 6. Unauthorized use of equipment

The videoconferencing equipment is for judicial hearing use only. Attorney-client conferences are prohibited.

So ordered, the 25th day of May 2001.

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Chief Judge Rufus G. King, III
Superior Court of the District of Columbia

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