



Tucson City Court Administrative Order

SUBJECT <b>CASES INVOLVING CITY OF TUCSON EMPLOYEES</b>	NUMBER 10-2	PAGE 1 of 1
	PAGE ISSUE DATE September 22, 2009 REVISED DATE January 14, 2013	

I. **PURPOSE**

The purpose of this Administrative Order is to ensure that matters brought before the Court are handled appropriately and efficiently.

II. **POLICY**

In cases involving defendants who are known to be City of Tucson employees, the Presiding Magistrate is to be notified of the employee's name, docket number and charge(s). The case will be subject to routine processing unless directed otherwise by the Presiding Magistrate.

**REVIEW RESPONSIBILITY:** The Presiding Magistrate or designee will review this Court Administrative Order for revision or deletion every two years or as needed.

  
\_\_\_\_\_  
PRESIDING MAGISTRATE

1/29/13  
\_\_\_\_\_  
DATE