



Tucson City Court Administrative Order

SUBJECT DELEGATION OF SUPERVISORY RESPONSIBILITY OVER ALL TUCSON CITY COURT NON-JUDICIAL PERSONNEL	NUMBER 30-4	PAGE 1 of 2
	PAGE ISSUE DATE August 24, 2004 REVISED DATE January 14, 2013	

I. PURPOSE

This Administrative Order outlines the delegation of the supervisory responsibility over all Tucson City Court non-judicial personnel.

II. REFERENCE

- A. Supreme Court Administrative Order No. 2005-32 (C) (1) provides that the Presiding Judge of the Superior Court shall exercise administrative supervision over the municipal courts in their counties, and that the presiding judge may delegate this responsibility to the presiding municipal court judge.
- B. An Intergovernmental agreement between the City of Tucson and the Pima County Superior Court provides that the presiding judge shall be the appointing authority for the selection, supervision, evaluation, and termination of all non-judicial City Court personnel.
- C. The Arizona Superior Court in and For the County of Pima, Administrative Order No. 2005-20, delegates to the Presiding Magistrate of the Tucson City Court the responsibility of the administrative supervision over all non-judicial City Court Personnel.
- D. The Supreme Court Administrative Order No. 2005-32, Presiding Judge – Municipal Court, C.1. provides that the presiding municipal court judges shall perform administrative duties delegated to them by the presiding judge of the county. Such duties as are appropriate, may be delegated to a municipal court administrator.

III. POLICY

Responsibility of the administrative supervision for all non-judicial City Court personnel is delegated to the Court Administrator of Tucson City Court.



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SUBJECT	NUMBER 30-4	PAGE 2 of 2
DELEGATION OF SUPERVISORY RESPONSIBILITY OVER ALL TUCSON CITY COURT NON-JUDICIAL PERSONNEL	PAGE ISSUE DATE August 24, 2004 REVISED DATE January 14, 2013	

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