

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

In Re: Creation of Administrative and
Supervisory Order Indices

**Administrative Order
No. 2015-AO-22**

ORDER OF COURT

AND NOW, this 24th day of April, 2015, in order to organize and maintain an accurate and current index of active Administrative Orders, while permitting the Court supervision over the day-to-day court operations, it is hereby Ordered that the Adams County Prothonotary's Office shall create an index of orders known as "Supervisory Orders" and captioned as "Supervisory Order No. __ of ____." This index of orders designated "Supervisory Orders" shall include orders entered by any Administrative Judge which relate to the appointment, composition, or elimination of any board/committee/team; adopt or alter the court calendar; involve the temporary closure of any office for administrative purposes; or involve temporary assignment of any judicial officer including magisterial district judges. It is intended that Supervisory Orders will include those orders of limited lifespan which do not otherwise impact the substantive operation of the Courts.

It is further Ordered that the Prothonotary's Office shall maintain a separate index of orders defined as "Administrative Orders" which affect the long term administrative operations of the Court and shall be entered only by the President Judge or the Board of Judges.

It is further Ordered that until otherwise vacated by the Court, all Administrative Orders previously entered which affect scheduling or the

appointment of any board/committee/team shall remain in full force and effect until expressly vacated or unless they otherwise expire due to subject matter.

This Order is effective immediately; however, the Prothonotary's Office is directed to migrate all previous Administrative Orders entered this year to the newly created Administrative Order index in order to maintain consistent index numbering. The first Supervisory Order entered after this date shall commence at "Supervisory Order No. 1 of 2015."

BY THE COURT:

MICHAEL A. GEORGE
President Judge

Board of Judges
Don Fennimore, District Court Administrator
Prothonotary's Office
jvs