

**JACKSON COUNTY 4<sup>TH</sup> CIRCUIT COURT**  
**JACKSON COUNTY 12<sup>TH</sup> DISTRICT COURT**

Administrative Order 2020-06J      (12<sup>th</sup> District Court)  
Administrative Order 2020-05J      (4<sup>th</sup> Circuit Court)  
Administrative Order 2020-05J      (Jackson Probate Court)

**CELL PHONES AND OTHER PORTABLE ELECTRONIC COMMUNICATION DEVICES**

**IT IS ORDERED:**

This administrative order is issued in accordance with Michigan Court Rules 8.115. The purpose of this order is to govern the use of portable electronic devices while in the courthouse. Use of a portable electronic device is subject to the authority of the judge, and may be terminated if it is disruptive to court operations, compromises building security, or that is contrary to the administration of justice. All devices will be subject to screening by court security officers upon entry.

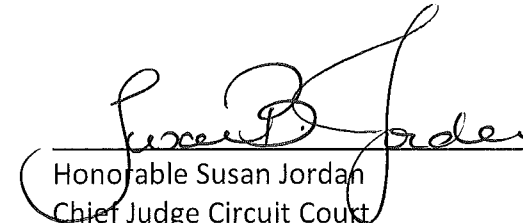
1. Portable electronic devices are mobile devices capable of electronically storing, accessing or transmitting information.
2. Portable electronic devices are permitted in the courtroom but must be in silent mode or turned off. These devices may be used to retrieve and store information, to access the Internet, and to send/received text messages or information.
3. No audible function, including making or receiving a telephone call, may be used in a courtroom without the presiding judge's approval
4. No electronic communication between parties, witnesses or jurors is permissible.
5. Juror must turn off their portable electronic device while in the courtroom and the court may order jurors to turn in their portable electronic device during deliberation.
6. Witnesses must silence their portable electronic device while in the courtroom and may only use a device while testifying, with permission of the judge.
7. No photographs, audio, video broadcasting, or live streaming may occur in the courtroom without a court order.

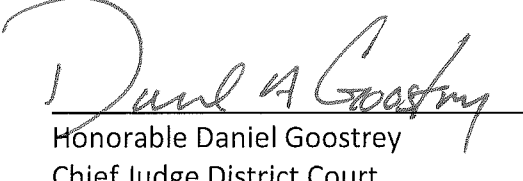
8. Attorneys, parties of the case, and members of the public may use a portable electronic device to reproduce public court documents in a clerk's office as long as the device leaves no mark or impressions on the document and it does not unreasonably interfere with the operation of the clerk's office. Any individual requesting to view court documents must first request said document as pursuant to that Court's policy.
9. Visitors may use electronic devices in public areas of the courthouse. For reasons of privacy, safety, and security, visitors may not take photographs, make audio or video recordings, or transmit live streaming audio or video of people within the courthouse without their consent.
10. The above requirements do not modify or supersede the guidelines for media coverage of court proceedings set forth in AO No. 1989-1.

The use of an electronic device is subject to the authority of the Judge of Record and /or the Courthouse Security Committee and may be terminated if disruptive to court operations, compromise building security, or that is contrary to the administration of justice. Violations are punishable by appropriate sanctions up to, and including, contempt of court.

Date: 6/23/20

Date: 6-23-20

  
Honorable Susan Jordan  
Chief Judge Circuit Court

  
Honorable Daniel Goostrey  
Chief Judge District Court

**JACKSON COUNTY 4<sup>TH</sup> CIRCUIT COURT**  
**JACKSON COUNTY 12<sup>TH</sup> DISTRICT COURT**

Administrative Order 2020-07J      (12<sup>th</sup> District Court)  
Administrative Order 2020-06J      (4<sup>th</sup> Circuit Court)  
Administrative Order 2020-06J      (Jackson Probate Court)

**Court Closure – Work Share Program**

Previous Local Administrative Orders Rescinded by this Order:

**IT IS ORDERED:**

This administrative order is issued in accordance with MCR 8.110(C). The purpose of this order is to close the business offices of the court to the public due to participation in Michigan Work Share Program (due to COVID -19), upon approval by the State Court Administrative Office.

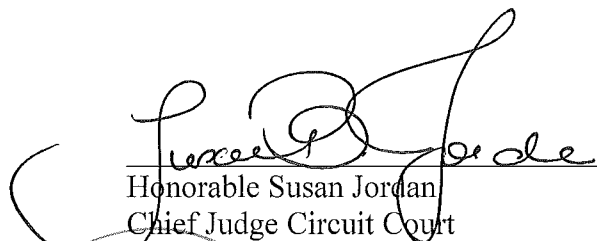
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The business offices of the Jackson County Courthouse will be closed on July 2, 3,10,17 & 24, 2020. All in-custody arraignments and emergency matters (including emergency filings) will be conducted while the court's business offices are closed to the public.


Notice of the court closure and of how emergency matters and filings shall be accomplished during the closing shall be given to the public, the court's funding unit, and other affected agencies and officials. Notice shall include a sign posted at the court.

Effective Date: July 2, 2020

Date: 6/23/20

  
\_\_\_\_\_  
Honorable Susan Jordan  
Chief Judge Circuit Court

Date: 6-23-20

  
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Honorable Daniel Goostrey  
Chief Judge District Court