

**STATE OF MAINE
SUPREME JUDICIAL COURT**

ADMINISTRATIVE ORDER JB-07-2 (A. 9-07)

**FIELD OPERATIONS SPECIALISTS DESIGNATED
AS DEPUTY CLERKS AT LARGE AND DELEGATION OF CLERK
RESPONSIBILITIES**

Effective: September 1, 2007

This order amends JB-07-2, signed and effective June 19, 2007.

Upon the recommendation of and in accordance with orders signed by the Chief Justice of the Superior Court and the Chief Judge of the District Court, Field Operations Specialists are hereby designated Deputy Clerks at large. They are authorized to undertake any duty that may be undertaken by a Deputy Clerk or that a Clerk may delegate to a deputy, including but not limited to administering oaths, issuing process for the arrest of persons charged with criminal offenses, and preparing, signing and attesting court documents, in any court clerk's office in the state.

All other employees directly supervised by a Clerk, including Assistant Clerks, may undertake any responsibilities assigned by the Clerk pursuant to procedures authorized by the Trial Court Chiefs.

For the Court,

Leigh I. Saufley
Chief Justice

Promulgation Date: August 31, 2007

HISTORICAL DERIVATION of JB-07-2:

Field Operations Specialists Designated as Deputy Clerks at Large

AO JB-07-2, Dated and effective June 19, 2007

Signed by: Leigh I. Saufley, Chief Justice

