

2024 DEC 20 AM 10:08

IN THE CIRCUIT COURT OF THE STATE OF OREGON
IN AND FOR POLK COUNTY

TRIAL COURT ADMINISTRATOR
ENTERED BY _____

In the Matter Administrative
Signing) Presiding Judge Order 24-007
)
) ORDER AUTHORIZING ADMINISTRATIVE
) SIGNING OF ORDERS APPOINTING
MEDIATOR AND SHOW CAUSE

THE COURT FINDS THAT certain court orders generated for judicial signature involve only a ministerial review to determine whether they comply with Oregon law and/or this court's specific directives and guidelines and are ready for signature. The court further finds that staff currently perform this review and that these documents are forwarded to a judge for judicial signature only as an interim step before the next course of ministerial case management action and require no further review and research.

Therefore, the Court hereby delegates to designated civil staff (Mediation Coordinator and Civil Supervisor) the authority to affix a judge's signature stamp to Order Appointing Mediator and Show Cause Order in qualified domestic relations cases if, after review, staff determine that the matter comply with Oregon law and court-provided guideline and that it is ready for judicial signature.

The signature affixed will be that of the Presiding Judge and appearing with the signature must be the initials of the staff person who conducted the review and affixed the judicial signature.

This order is effective January 1, 2025.

DONE AND ORDERED this 20 day of December 2024



Norm R. Hill
Presiding Judge