

May 14, 2008

RE: Domestic Violence Part - D31 and D32

Yet again, there have been complaints from the DV part that 18b attorneys are not showing up on their scheduled date. I am well aware of emergencies and unexpected situations arising. However, not only are the calendars done in advance, but in 3 month increments to avoid any such conflicts.

In order to avoid unnecessary conflict and/or lateness, it is suggested that you do not handle any of your retained cases in District Court on the date you serve as Attorney-of-the-day.

All attorneys participating on the DV Part calendar are to physically appear **BEFORE 10:30 A.M.** on their scheduled date. You are required to check in and notify Parts 31 and 32 that you are the 18b Attorney-of-the-Day. Please do not wait for the Court to contact you on your scheduled date. Your appearance is mandatory before 10:30 a.m.

If you have a conflict on the day you are assigned, it is up to you to switch with another participating attorney listed on the calendar and advise both my office and the Court of the change in writing. The letter must include the scheduled date, name of attorney you have switched with and the telephone number where that attorney can be reached. You may not "give your day away" . If you are having difficulty with your scheduled day, contact my office immediately.

EFFECTIVE THIS DATE, IF YOU DO NOT APPEAR ON YOUR SCHEDULED DATE AND/OR DO NOT PROPERLY SWITCH YOUR DATE WITH ANOTHER ATTORNEY LISTED ON THE CALENDAR, YOU WILL AUTOMATICALLY BE REMOVED FROM THE ROTATION. THERE WILL BE NO EXCEPTIONS.

Thank you for your anticipated cooperation.

Very truly yours,

DAVID H. BESSO