

**IN THE SUPERIOR COURTS OF THE OCMULGEE JUDICIAL CIRCUIT
STATE OF GEORGIA**

**STANDING ORDER ON VIDEOCONFERENCE PROCEEDINGS
DURING STATEWIDE JUDICIAL EMERGENCY**

Based on the current statistics regarding the spread of the COVID-19 virus and the extensions of the Declaration of a Statewide Judicial Emergency, holding court via videoconference will continue for an indefinite period of time. As such, more time and preparation are required to conduct virtual court than for in person proceedings. In order to ensure that proper notice and paperwork is sent out and reviewed well in advance of the morning of court, it is necessary to protocols in place to make court more efficient and uniform in each county of the Circuit.

Therefore, beginning July 20, 2020, the deadline to add cases to a court calendar and submit all necessary paperwork will be 12:00 p.m. two business days prior to the court day unless an earlier deadline has been established by the Clerk. For example, Baldwin County motions days are on Fridays, so the deadline to add a case to the calendar and submit all necessary paperwork will be Wednesday at 12:00 p.m. The Clerk must be notified of the cases that are to be placed on the calendar, and the Clerk and Judge's office must receive all necessary paperwork by this deadline.

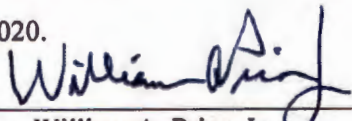
For criminal cases, the judges do not have online access to the Clerk's files except in Morgan County, so the Judge's office will need copies of the indictment/accusation, sentence, motions, bond order, probation petition, probation orders, etc. These documents should be sent in PDF format, and those that need signing prior to the judge signing should be sent with all appropriate signatures.

In civil cases, the judges have online access to most of the Clerk's files; however, the Judge's office will need any proposed orders in uncontested cases. These orders should be sent in PDF format as well. There are times that the judge may request the proposed order be sent in Word format also if changes need to be made.

In contested cases where exhibits will be introduced into evidence during a hearing, those exhibits must be forwarded to opposing counsel and the Judge's office by the same deadline.

If the deadline is not met, the case will not be placed on the calendar for that court day. If counsel would like to add a case after the deadline due to urgent circumstances, a request must be sent to the presiding judge with an explanation as to why an exception should be made. The judge will then decide whether the case will be added to the calendar.

SO ORDERED, this 16th day of July, 2020.



Hon. William A. Prior, Jr.
Chief Judge, Ocmulgee Judicial Circuit