

**IN THE UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA**

**IN RE: PRO HAC VICE
ADMISSION FOR CRIMINAL
JUSTICE ACT (CJA)
PANEL ATTORNEYS**

**ORDER
PUBLIC ADMINISTRATIVE ORDER**

No. 23-AO- 2- P

The district's Amended and Substituted Criminal Justice Act Plan (CJA Plan) sets forth objectives, particularizes requirements, and details the composition, administration, and management of the panels of private attorneys. Regarding the composition of the district's panels, the CJA Plan, addresses: the application, selection, and approval processes for attorneys; the need for the panels to provide enough experienced attorneys to handle the CJA caseload; the panel eligibility requirements; the continuing education requirements; the membership requirements; and the removal from the panel requirements.


Local Rule 83(d)(2) addresses an appearance in a criminal case by an attorney who is not admitted to the bar of this district. Additionally, Local Rule 83(d)(3) sets forth the requirements for pro hac vice admission in a criminal case.

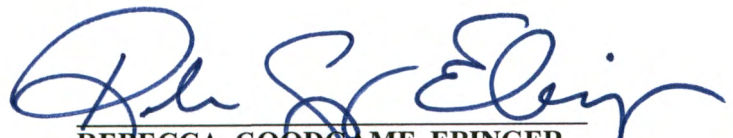
To furnish representation to persons in an expedited manner and in accordance with the district's CJA Plan, an attorney who is a member of a CJA Panel in this district, but is not admitted to the bar of the State of Iowa, is not required to file a motion to appear pro hac vice under Local Rules 83(d)(2) and 83(d)(3)(A) each time the attorney accepts an appointment pursuant to the CJA Plan. The attorney must complete the Electronic Case Filing (ECF) registration process and file a notice of appearance in each case where they are appointed. The

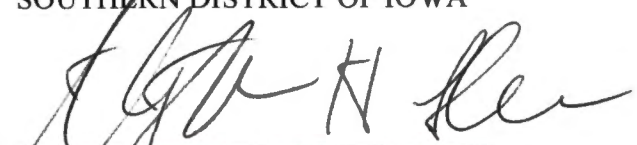
notice of appearance must state the name of the person there are appearing on behalf of, acknowledge their status on the district's CJA panel, state they are in good standing in the bar(s) where the attorneys is licensed, and cite this administrative order. Additionally, an attorney who files appearances while admitted under a "CJA/PHV" designation must pay the district's annual renewal fee, by March 1st of each year.

IT IS SO ORDERED.

DATED this 12th day of April, 2023.


STEPHANIE M. ROSE
CHIEF JUDGE
UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA


REBECCA GOODGAME EBINGER
DISTRICT JUDGE
UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA


STEPHEN H. LOCHER
DISTRICT JUDGE
UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA