

these procedures the decision of the court would be final and not subject to review by any court. The jurisdictional maximum for such cases is \$50,000 for any disputed year.

All decisions, other than small tax case decisions, are subject to review by the courts of appeals and thereafter by the Supreme Court of the United States upon the granting of a writ of certiorari.

The office of the court and all of its judges are located in Washington, DC. The court conducts trial sessions at various locations within the United States as reasonably convenient to taxpayers as practicable. Each trial session is conducted by a single judge or a special trial judge. All proceedings are public and are conducted judicially in accordance with the court's Rules of Practice and the rules of evidence applicable in trials without a jury in the U.S. District Court for the District of Columbia. A fee of \$60 is prescribed for the filing of a petition. Practice before the court is limited to practitioners admitted under the court's Rules.

**For further information, contact the Administrative Office, United States Tax Court, 400 Second Street NW., Washington, DC 20217-0002. Phone, 202-606-8751. Internet, [www.ustaxcourt.gov](http://www.ustaxcourt.gov).**

**United States Court of Appeals for Veterans Claims** The United States Court of Veterans Appeals was established on November 18, 1988 (102 Stat. 4105, 38 U.S.C. 7251) pursuant to Article I of the Constitution, and given exclusive jurisdiction to review decisions of the Board of Veterans Appeals. The court was renamed the United States Court of Appeals for Veterans Claims by

the Veterans Programs Enhancement Act of 1998 (38 U.S.C. 7251 note). The court may not review the schedule of ratings for disabilities or actions of the Secretary in adopting or revising that schedule. Decisions of the Court of Appeals for Veterans Claims may be appealed to the United States Court of Appeals for the Federal Circuit.

The court consists of seven judges appointed by the President, with the advice and consent of the Senate, for 15-year terms. One of the judges serves as chief judge.

The court's principal office is in the District of Columbia, but the court can also act at any place within the United States.

**For further information, contact the Clerk, United States Court of Appeals for Veterans Claims, Suite 900, 625 Indiana Avenue NW., Washington, DC 20004-2950. Phone, 202-501-5970. Internet, [www.vetapp.gov](http://www.vetapp.gov).**

**Other Courts** There have also been created two courts of local jurisdiction for the District of Columbia: the District of Columbia Court of Appeals and the Superior Court.

### Business of the Federal Courts

The business of all the Federal courts described here, except the Court of Appeals for the Armed Forces, the Tax Court, the Court of Appeals for Veterans Claims, and the District of Columbia courts, is discussed in detail in the text and tables of the *Annual Report of the Director of the Administrative Office of the United States Courts (1940-2001)*.

## ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS

*One Columbus Circle NE., Washington, DC 20544  
Phone, 202-502-2600*

Director  
Deputy Director  
Associate Director, Management and  
Operations

LEONIDAS RALPH MECHAM  
(VACANCY)  
CLARENCE A. (PETE) LEE, JR.

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Assistant Director, Office of Judicial Conference Executive Secretariat	KAREN K. SIEGEL
Deputy Assistant Director Assistant Director, Office of Legislative Affairs	WENDY JENNIS MICHAEL W. BLOMMER
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Chief, Appellate Court and Circuit Administration Division	JOHN P. HEHMAN
Chief, Bankruptcy Court Administration Division	GLEN K. PALMAN
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Chief, Defender Services Division	THEODORE J. LIDZ
Chief, District Court Administration Division	ROBERT LOWNEY
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Financial Liaison Officer	PENNY JACOBS FLEMING
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Chief, Statistics Division	STEVEN R. SCHLESINGER
Chief, Work Measurement Staff	BEVERLY J. BONE
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Deputy Assistant Director	NANCY LEE BRADSHAW
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Chief, Information Management Services Division	JOHN C. CHANG
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Assistant Director, Office of Judges Programs	PETER G. MCCABE
Deputy Assistant Director for Policy Development	JEFFREY A. HENNEMUTH
Chief, Analytical Services Office	ELLYN L. VAIL
Chief, Article III Judges Division	MICHAEL W. DOLAN
Chief, Bankruptcy Judges Division	FRANCIS F. SZCZEBAK
Chief, Magistrate Judges Division	THOMAS C. HNATOWSKI
Chief, Rules Committee Support Office	JOHN K. RABIEJ
Assistant Director, Office of Probation and Pretrial Services	JOHN M. HUGHES
Deputy Assistant Director	(VACANCY)

*The Administrative Office of the United States Courts is charged with the nonjudicial, administrative business of the United States Courts, including the maintenance of workload statistics and the disbursement of funds appropriated for the maintenance of the U.S. judicial system.*

The Administrative Office of the United States Courts was created by act of August 7, 1939 (28 U.S.C. 601). The Office was established November 6, 1939. Its Director and Deputy Director are appointed by the Chief Justice of the United States after consultation with the Judicial Conference.

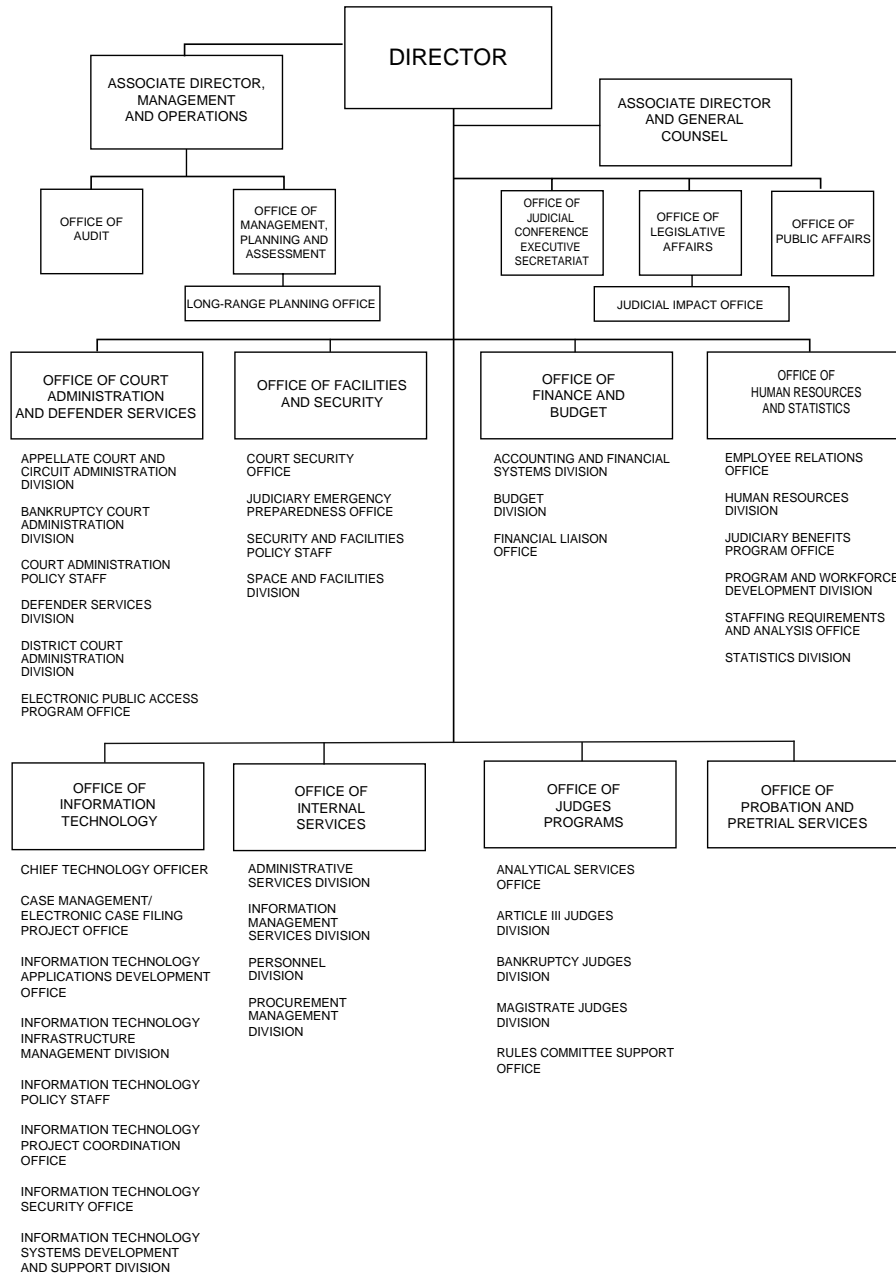
**Administering the Courts** The Director is the administrative officer of the courts of the United States (except the Supreme Court). Under the guidance of the Judicial Conference of the United States the Director is required, among other things, to:

—supervise all administrative matters relating to the offices of clerks and other clerical and administrative personnel of the courts;

—examine the state of the dockets of the courts, secure information as to the courts' need of assistance, and prepare and transmit quarterly to the chief judges of the circuits statistical data and reports as to the business of the courts;

—submit to the annual meeting of the Judicial Conference of the United States, at least 2 weeks prior thereto, a report of the activities of the Administrative Office

**ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS**



and the state of the business of the courts;

- fix the compensation of employees of the courts whose compensation is not otherwise fixed by law;

- regulate and pay annuities to widows and surviving dependent children of judges;

- disburse moneys appropriated for the maintenance and operation of the courts;

- examine accounts of court officers;

- regulate travel of judicial personnel;

- provide accommodations and

supplies for the courts and their clerical and administrative personnel;

- establish and maintain programs for the certification and utilization of court interpreters and the provision of special interpretation services in the courts; and

- perform such other duties as may be assigned by the Supreme Court or the Judicial Conference of the United States.

The Director is also responsible for the preparation and submission of the budget of the courts, which shall be transmitted by the Office of Management and Budget to Congress without change.

**Probation Officers** The Administrative Office exercises general supervision of the accounts and practices of the Federal probation offices, subject to primary control by the respective district courts that they serve. The Office publishes quarterly, in cooperation with the Bureau of Prisons of the Department of Justice, a magazine entitled *Federal Probation*, which is a journal “of correctional philosophy and practice.”

The Director also has responsibility with respect to the establishment of pretrial services in the district courts under the Pretrial Services Act of 1982 (18 U.S.C. 3152). These offices report to their respective courts information concerning pretrial release of persons charged with Federal offenses and supervise such persons who are released to their custody.

**Bankruptcy** The Bankruptcy Amendments and Federal Judgeship Act of 1984 (28 U.S.C. 151) provided that the bankruptcy judges for each judicial district shall constitute a unit of the district court to be known as the bankruptcy court. Bankruptcy judges are

appointed by the courts of appeals in such numbers as authorized by Congress and serve for a term of 14 years as judicial officers of the district courts.

This act placed jurisdiction in the district courts over all cases under title 11, United States Code, and all proceedings arising in or related to cases under that title (28 U.S.C. 1334). The district court may provide for such cases and proceedings to be referred to its bankruptcy judges (as authorized by 28 U.S.C. 157).

The Director of the Administrative Office recommends to the Judicial Conference the official duty stations and places of holding court of bankruptcy judges, surveys the need for additional bankruptcy judgeships to be recommended to Congress, and determines the staff needs of bankruptcy judges and the clerks of the bankruptcy courts.

**Federal Magistrate Judges** The Director of the Administrative Office exercises general supervision over administrative matters in offices of U.S. magistrate judges, compiles and evaluates statistical data relating to such offices, and submits reports thereon to the Judicial Conference. The Director reports annually to Congress on the business that has come before U.S. magistrate judges and also prepares legal and administrative manuals for the use of the magistrate judges. The act provides for surveys to be conducted by the Administrative Office of the conditions in the judicial districts in order to make recommendations as to the number, location, and salaries of magistrate judges, which are determined by the Judicial Conference subject to the availability of appropriated funds.

**Federal Defenders** The Criminal Justice Act (18 U.S.C. 3006A) establishes the procedure for the appointment of counsel in Federal criminal cases for individuals who are unable to afford adequate representation under plans adopted by each district court. The act also permits the establishment of Federal public defender or Federal community defender organizations by the district courts in districts where at least 200

persons annually require the appointment of counsel. Two adjacent districts may be combined to reach this total.

Each defender organization submits to the Director of the Administrative Office an annual report of its activities along with a proposed budget or, in the case of community defender organizations, a proposed grant for the coming year. The Director is responsible for the submission of the proposed budgets and grants to the Judicial Conference for approval. The Director also makes payments to the defender organizations out of appropriations in accordance with the approved budgets and grants, as well as compensating private counsel appointed to defend criminal cases in the United States courts.

**Sources of Information**

Information may be obtained from the following offices:

- Bankruptcy Judges Division. Phone, 202-502-1900.
- Budget Division. Phone, 202-502-2100.
- Defender Services Division. Phone, 202-502-3030.
- General Counsel. Phone, 202-502-1100.
- Human Resources Division. Phone, 202-502-3100.
- Judicial Conference Executive Secretariat. Phone, 202-502-2400.
- Legislative Affairs Office. Phone, 202-502-1700.
- Magistrate Judges Division. Phone, 202-502-1830.
- Office of Probation and Pretrial Services. Phone, 202-502-1610.
- Public Affairs Office. Phone, 202-502-2600.
- Statistics Division. Phone, 202-502-1440.

**For further information, contact one of the offices listed above, Administrative Office of the United States Courts, Thurgood Marshall Federal Judiciary Building, One Columbus Circle NE., Washington, DC 20544.**

**FEDERAL JUDICIAL CENTER**

*Thurgood Marshall Federal Judiciary Building,  
One Columbus Circle NE., Washington, DC 20002-8003  
Phone, 202-502-4000. Internet, www.fjc.gov.*

Director	FERN M. SMITH
Deputy Director	RUSSELL R. WHEELER
Director of Research	JAMES B. EAGLIN
Director of Judicial Education	JOHN S. COOKE
Director of Court Education	EMILY Z. HUEBNER
Director of Communications Policy and Design	SYLVAN A. SOBEL

*The Federal Judicial Center is the judicial branch’s agency for policy research and continuing education.*

The Federal Judicial Center was created by act of December 20, 1967 (28 U.S.C. 620), to further the development and adoption of improved judicial administration in the courts of the United States.

The Center’s basic policies and activities are determined by its Board, which is composed of the Chief Justice of the United States, who is permanent Chairman of the Board by statute, and two judges of the U.S. courts of appeals,

three judges of the U.S. district courts, one bankruptcy judge, and one magistrate judge, all of whom are elected for 4-year terms by the Judicial Conference of the United States. The Director of the Administrative Office of the United States Courts is also a permanent member of the Board.

Pursuant to statute the Center:  
—develops and administers orientation and continuing education programs for Federal judges, Federal defenders, and