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2 SUPERIOR COURT OF THE STATE OF CALIFORNIA
3 IN AND FOR THE COUNTY OF KINGS

FILED

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JUN 10 2019

MICHELLE S. MARTINEZ, CLERK OF COURT
SUPERIOR COURT OF THE STATE OF CALIFORNIA
COUNTY OF KINGS

Nancy Rizo DEPUTY

5) Misc. No. 2019-10

6)
7) STANDING ORDER AUTHORIZING PRESIDING
8) JUDGE'S DESIGNEE[S] TO SIGN ORDERS
9) PURSUANT TO CODE OF CIVIL PROCEDURE
SECTION 635, EXCEPT FOR JUVENILE AND
FAMILY LAW STANDING ORDERS (SEE ORDERS
2019-09 AND 2019-11)

8 ALL INTERESTED PARTIES

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11 California Code of Civil Procedure § 635 provides that in all cases where the decision of
12 the Court has been entered into its minutes, and the judge who heard or tried the case is not
13 available, the Presiding Judge may authorize another judicial officer to sign the formal
14 judgment or order conforming to the minutes.

15 Accordingly, the Presiding Judge has determined that the following protocol will be
16 observed to ensure that this Court's judges are authorized to sign orders and judgments
17 regarding matters previously heard by judicial officers assigned to Superior Court Departments
18 other than their own:


- 19 a. The judicial officer presiding in Department 5 will be responsible for signing such
20 documents in Department 6 should that judge be absent and that courtroom is
21 dark.
22 b. The judicial officer presiding in Department 6 will be responsible for signing such
23 documents in Department 5 should that judge be absent and that courtroom is
24 dark.
25 c. In the absence of both judges in Departments 5 and 6, any other judge present
26 at the Court is then authorized to sign applicable documents pursuant to CCP §
27 635.
28 d. The judicial officer presiding in Department 7 will be responsible for signing such
documents in Department 8 should that judge be absent and that courtroom is
dark.
e. The judicial officer presiding in Department 8 will be responsible for signing such
documents in Department 7 should that judge be absent and that courtroom is
dark.

- 1 f. In the absence of both judges in Departments 7 and 8, any other judge present
2 at the Court is then authorized to sign applicable documents pursuant to CCP §
3 635.
4 g. The judicial officer presiding in Department 9 will be responsible for signing such
5 documents in Department 10 should that judge be absent and that courtroom is
6 dark.
7 h. The judicial officer presiding in Department 10 will be responsible for signing
8 such documents in Department 9 should that judge be absent and that
9 courtroom is dark.
10 i. In the absence of both judges in Departments 9 and 10, any other judge present
11 at the Court is then authorized to sign applicable documents pursuant to CCP §
12 635.

13 Moreover, in the absence [or non-availability] of *any* current Superior Court of
14 California, Kings County bench officer, the Presiding Judge may delegate CCP § 635
15 signing authority to a visiting judge participating in the Judicial Council's Assigned
16 Judges Program.

17 Correspondingly, any Superior Court of California, Kings County bench officer,
18 normally presiding in a specific department, is authorized to sign any order made by
19 a visiting judge, assigned to that particular department, in absence of that visiting
20 judge.

21 Date: 6.10.19

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23 _____
24 Judge Donna Tarter
25 Presiding Judge of the Superior Court
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