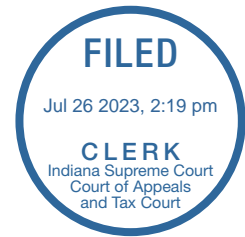


In the Indiana Supreme Court

Cause No. 23S-MS-10



Order Amending Administrative Rules

Under the authority vested in this Court to provide by rule for the procedures employed in all courts of this state and this Court's inherent authority to supervise the administration of all courts in this state, the Indiana Administrative Rules are hereby **AMENDED** as follows (deletions shown by ~~striking~~ and new text shown by underlining):

Administrative Rules

Rule 20. ~~Indiana~~ Office of Judicial Administration

~~A. — Indiana Office of Judicial Administration established.~~ ~~An efficient, coordinated, internal management organization is necessary to help the Indiana Supreme Court meet its administrative responsibilities. As provided in Indiana Code § 33-24-6-1, the Indiana Supreme Court hereby establishes an Indiana Office of Judicial Administration (IOJA). The office shall be headed by a Chief Administrative Officer (CAO). The IOJA and the CAO shall assist the Chief Justice and the Court in discharging their constitutional responsibilities to provide for the administration of justice and supervise the exercise of jurisdiction by the other courts.~~

A. Office of Judicial Administration and Chief Administrative Officer. The Office of Judicial Administration, pursuant to Indiana Code § 33-24-6-1, is headed by the CAO of the Indiana Supreme Court. OJA and the CAO assist the Chief Justice and the Court in discharging their constitutional responsibilities to serve as Indiana's court of last resort, regulate the practice and profession of law, provide for the administration of justice, and supervise the exercise of jurisdiction by the other courts.

~~B. — The Chief Administrative Officer.~~ ~~The CAO shall manage, through high level management personnel, the operations of the Divisions of State and Supreme Court Administration, the Indiana Judicial Conference and Judicial Center, and other entities responsible to the Chief Justice and the Court.~~

~~C. — Designation of duties, functions and powers.~~ ~~The Chief Justice hereby appoints the IOJA and the CAO to carry out all duties, functions and powers assigned by statutes, court rules or other directives to the Division of State Court Administration and its Executive Director, to the Supreme Court Administrator, and to the Judicial Center and its Executive Director.~~

DB. Organization of the Indiana Office of Judicial Administration. With the approval of the Supreme Court and Chief Justice, the CAO shall organize the IOJA's work into ~~the following offices and appoint appropriate management personnel to manage them; such offices as are necessary and appoint appropriate personnel to manage and staff them.~~

~~(1) an Office of Communications, Education and Outreach;~~

~~(2) an Office of Court Services to carry out the combined duties, functions and powers of the Indiana Judicial Center, the Division of State Court Administration, and Interstate Compact-related duties under Indiana Code § 11-13-4.5 et seq.;~~

~~(3) an Office of Finance;~~

~~(3) an Office of Personnel and Operations;~~

~~(4) an Office of Supreme Court Services;~~

~~(5) an Office of Trial and Appellate Court Technology; and~~

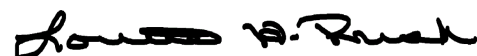
~~(6) any other offices or divisions as needed and approved by the Court.~~

E. Other Supreme Court Agencies. ~~The Clerk of the Indiana Supreme Court, Court of Appeals and Tax Court (Clerk), and the offices of the Commission on Continuing Legal Education (CLE), Board of Law Examiners (BLE), Disciplinary Commission, and Judges and Lawyers Assistance Program (JLAP) shall be subject to and governed by policies and processes of the central IOJA and the CAO in regard to personnel management and human resources; facilities and security; fiscal matters such as budgeting, procurement, purchasing, payment of claims; technology; public information, communications and outreach, including website presence; negotiation, format and execution of non-case related contracts; and any other general policies and procedures approved by the Court and CAO.~~

C. Appellate Clerk. The Clerk of the Supreme Court, Court of Appeals, and Tax Court is subject to and governed by the policies and processes of OJA and the CAO with respect to personnel management and human resources; facilities and security; fiscal matters, such as budgeting, procurement, purchasing, and payment of claims; technology; public information, communications, and outreach, including website presence; negotiation, format, and execution of non-case-related contracts; and any other approved general policies and procedures.

This amendment is effective immediately.

Done at Indianapolis, Indiana, on 7/26/2023.



Loretta H. Rush
Chief Justice of Indiana

All Justices concur.