

IN THE SUPERIOR COURT OF EFFINGHAM COUNTY  
STATE OF GEORGIA

ORDER

WHEREAS, it is important to the effective administration of justice that all court personnel achieve and maintain a high degree of professionalism; and

WHEREAS, the perception of the public is affected by the appearance of said court personnel; and

WHEREAS, those who serve the court as bailiffs have a special impact on jurors, witnesses, and others because of their close working relationship with such groups.

AND WHEREAS, the judges of the superior court deem it advisable to define the duties and expectations which the court has with regard to the bailiffs which serve the Court.

NOW THEREFORE, the court enters the following order defining the role of bailiffs in said court:

1.

All bailiffs are expected to be present in court not later than 30 minutes before each court session;

2.

All bailiffs shall be properly attired. (dress slacks, sport coat, tie, suit).

3.

All bailiffs shall maintain their assigned posts at all times.

4.

Use of tobacco or tobacco products during duty is prohibited.

5.

All bailiffs shall be vigilant. (No bailiff shall sleep at his assigned duty station.)

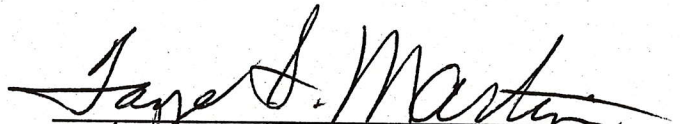
6.

Bailiffs shall only communicate with jurors by direction of the judge.

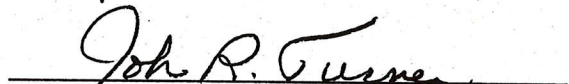
7.

The gate at the entry of the courtroom shall not be left unattended.

SO ORDERED this 6<sup>th</sup> day of AUGUST, 1997.

  
Faye S. Martin, Chief Judge

  
William E. Woodrum, Judge

  
John R. Turner, Judge