

CAR 16
COURT PERSONNEL

Court of Appeals personnel will be appointed by and serve at the pleasure of the division of the court to which they report.

(a) Clerk's Office. Each division shall have a clerk and such other personnel for the operation of the office as are authorized by each Division. Before undertaking the duties, the clerk shall file with the Secretary of State an oath of office.

(b) Law Clerks and Judicial Assistants. Each judge is entitled to not less than two law clerks and one judicial assistant.

(c) Commissioner. To promote the effective administration of justice, the judges of each division of the Court of Appeals will appoint one or more commissioners of the court. The salary of the commissioners will be fixed by the court.

(1) *Deciding Motions.* The commissioners will hear and decide those motions authorized by the Rules of Appellate Procedure and any additional motions that may be assigned to the commissioners by the court.

(2) *Other Duties.* The commissioners shall perform other duties for the benefit of the court as a whole, with such duties to be identified by the judges of the division and assigned by the Chief Judge or Acting Chief Judge, or at their direction. Such duties may include, for example, screening appeals; considering personal restraint petitions; research, drafting, and training duties as may be assigned; presenting an annual orientation for new law clerks; and preparing and periodically revising a law clerk manual.

[Adopted effective September 12, 1969; Amended effective January 30, 1978; May 4, 1979; September 1, 1993; November 1, 2022.]