



State of New Jersey

DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
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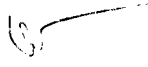
JON S. CORZINE
Governor

DAVID J. SOCOLOW
Commissioner

MEMORANDUM

December 11, 2008

To: All Judges and Attorneys

From: Peter J. Calderone, Director and Chief Judge 

Subject: Court Closing Policy and Attorney Adjournment Process

In 1998 a Committee of judges and attorneys chaired by Judge Peter Womack reviewed the then court closing schedule and attorney adjournment process. The Committee's recommendations were adopted by Chief Judge Paul Kapalko and have been our procedures since that time. The purpose of this memorandum is to reaffirm those policies since there have been new members of the bench and bar and these individuals and others may not be aware of the policy and process.

The only consistent statewide cancellation of court lists will occur between Christmas Day and New Year's Day (expanded this year to Friday, January 2, 2009 by vote of the judges), day of State Bar Convention Workers' Compensation Section Meeting and day of the Bench-Bar Conference.

Petitioner attorneys may request adjournments with a six-week (two-cycle) notice to the court. Respondent attorneys may have one adjournment or list cancellation per calendar year with a six week (two-cycle) notice to the court. Respondent list cancellations require submission of the list cancellation form available at the district offices for approval by the list assigned judge and the supervising judge of the vicinage.

I also note that the court rules require that adjournments for medical evaluations be approved by a judge only if the requesting party provides the name(s) of the evaluating physician(s) and date(s) of the scheduled examination(s).

Control of adjournments is critical to the conferencing and resolution of cases.

It is recognized that there may be emergent situations or illness that preclude such advance notice. However, vacations, religious observances and other planned events are to follow the above required attorney court notice

C: Court Administrator Christopher Leavey
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