

**STATE OF MICHIGAN
IN THE PROBATE COURT FOR THE COUNTY OF OAKLAND**

In the Matter of
Administrative Orders

File No. 81-149,439 ML

ADMINISTRATIVE ORDER 1997-09

At a session of the Court, held
in the Court House, City of Pontiac,
Oakland County, Michigan, on
December 9, 1997

PRESENT: HON. EUGENE ARTHUR MOORE, Chief Judge of Probate

**ORDER ESTABLISHING JUDICIAL LEAVE STANDARDS AND GUIDELINES
FOR PROFESSIONAL DEVELOPMENT AND CONTINUING EDUCATION**

This administrative order is issued in accordance with Michigan Court Rules 8.110 (D)(3)and(4) and 8.112(B). The purpose of this order is to establish leave standards for all judges of the Oakland County Probate Court and to comply with and fully implement the provisions of MCR 8.110(D)(3) and (4).

IT IS ORDERED:


GENERAL LEAVE POLICIES

1. Judges shall take no less than 21 working days of vacation per year and shall take no more than 30.
2. Judges, in addition, will take those Holidays taken by county employees.
3. Judges shall take leaves for professional development and education.
4. Leaves may be taken for sickness and disability of the judge or family.
5. Saturdays, Sundays, and Holidays may be worked in lieu of weekdays when appropriate.

2. Within two years after becoming a judge, a more extensive and intensive training shall be undertaken. The extended training may be satisfied by attendance at a state judicial training program or a nationally recognized judicial education program such as the National Judicial College, the National Probate College, the National Council of Juvenile and Family Court Judges, the Institute of Judicial Administration or the American Academy of the Judicial Education. These programs vary from two to four weeks and educational leave should be allocated accordingly.
3. Changing legal and social conditions require a structured program of continuing judicial education. This need can be addressed by in-house training sessions, participating in seminars held in Michigan, educational components of professional meetings and conventions, and by making available to all judges the opportunity to take graduate and refresher courses conducted by a national judicial educational organization. These latter courses usually vary in length from one to two weeks. A judge should be encouraged to attend a graduate course at least once every three years.
4. Out-of-state training is to be encouraged to bring a judge in contact with a variety of different methods, ideas and types of approaches practiced in other jurisdictions. A judge should be encouraged to attend an out-of-state educational program at least once every three years.
5. Judges should be encouraged to accept faculty appointments to facilitate the training of their colleagues. Judges may fulfill professional development and continuing legal education responsibilities by accepting and carrying out such appointments.

This order shall be effective immediately.

Dated: December 9, 1997


EUGENE ARTHUR MOORE
Chief Judge of Probate