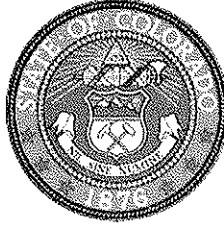


Chief Judge, Twelfth Judicial District

**ORDER REGARDING  
COURT WORK HOURS**



**CHIEF JUDGE  
ADMINISTRATIVE ORDER  
2011-04(Replacing 2003-04)  
Amended September 9, 2011**

1. Court personnel, by state directive, work from:

8:00 a.m. to 12 o'clock noon and  
1:00 p.m. to 5:00 p.m.

2. Because court personnel are unable to keep up with the paperwork requirements of their office without taking the work home which is obviously unfair to the highly dedicated employees of these officers, Now therefore, in order to attempt to permit them adequate time in which to do the necessary paperwork of their officer without interruption, the courts of the Twelfth Judicial District shall be open to the public from:

**8:00 a.m. to 12 o'clock noon and  
1:00 p.m. to 4:00 p.m.**

The court clerks and their staff shall continue to work until 5:00 p.m. uninterrupted by outside demands, including counter traffic and public telephone lines.

3. The Mineral Combined Courts shall be open on the 2<sup>nd</sup> and 4<sup>th</sup> Friday of every month. On other days, business may be conducted at the Rio Grande Combined Courts.
4. This order does not apply to Collections Investigators.
5. The judges of this judicial district shall not routinely conduct court business or hold court between 12 o'clock noon and 1:00 p.m. or after 4:00 p.m. except when presiding over a jury trial.

BY THE COURT:

A handwritten signature in black ink, appearing to read "O. John Kuenhold".

O. John Kuenhold  
Chief Judge, Twelfth Judicial District

Digitally signed by O. John Kuenhold  
DN: cn=O. John Kuenhold, o,  
ou=Twelfth Judicial,  
email=ojohn.kuenhold@judicial.s  
tate.co.us, c=US  
Date: 2011.09.09 10:13:18 -06'00'