



DEPARTMENT OF JUSTICE

**STANDARD OPERATING PROCEDURE
EFFECTIVE JUNE 13, 1974
ISSUED BY: OFFICE OF THE CHIEF JUSTICE**

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ARTICLE I. Purpose and Authority

The Department of Justice serves as the judicial branch of government and is charged with administering justice, interpreting law, and protecting constitutional rights. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE II. Mission and Values

The Department shall uphold integrity, impartiality, professionalism, accountability, and due process in all matters. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE III. Organization and Structure

The Department shall consist of the Chief Justice, Associate Justices, Judges, Prosecutors, Public Defenders, and Clerks of Court. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE IV. Chain of Command

Authority shall flow through the Chief Justice to subordinate personnel. Lawful orders shall be obeyed. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE V. Judicial Appointments

Appointments shall be based upon merit, experience, professionalism, and demonstrated legal competency. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE VI. Professional Conduct

Personnel shall maintain decorum, avoid misconduct, and preserve public confidence in the courts. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE VII. Judicial Ethics

Judges shall remain impartial, avoid conflicts of interest, and recuse themselves when appropriate. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE VIII. Court Operations

Courts shall conduct arraignments, hearings, trials, motions, and appeals in an orderly manner. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE IX. Criminal Procedure

Defendants shall be afforded due process, representation, notice of charges, and a fair trial. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE X. Civil Procedure

Civil disputes shall be adjudicated using a preponderance of evidence standard unless otherwise required. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XI. Warrants and Judicial Orders

Warrants require probable cause supported by sworn testimony or affidavit. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XII. Evidence Standards

Evidence must be relevant, reliable, and lawfully obtained to be admitted. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XIII. Prosecutor Division

Prosecutors represent the State and shall seek justice rather than convictions alone. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XIV. Public Defender Division

Public Defenders shall provide competent representation to defendants and protect constitutional rights. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XV. Records and Administration

Court records shall be maintained securely and accurately by the Clerk of Court. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XVI. Discipline and Removal

Violations may result in reprimand, suspension, demotion, or removal from office. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XVII. Appeals Process

Parties may seek review of decisions through the appellate process established by law. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

ARTICLE XVIII. Amendments

This SOP may be amended by order of the Chief Justice. Personnel shall comply with all applicable departmental directives, court orders, and policies. Official records shall be maintained and reviewed as necessary to ensure compliance.

OFFICIAL CERTIFICATION

By Order of the Chief Justice, these Standard Operating Procedures are hereby adopted as the governing regulations of the Department of Justice effective June 13th, 1974.

A handwritten signature in black ink, appearing to be 'RK', positioned above a horizontal line.

Raymond Knox
Chief Justice
State of San Andreas