

THE BOARD OF COMMISSIONERS

TODD H. STROGER

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EARLEAN COLLINS	1st Dist.	PETER N. SILVESTRI	9th Dist.
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WILLIAM M. BEAVERS	4th Dist.	FORREST CLAYPOOL	12th Dist.
DEBORAH SIMS	5th Dist.	LARRY SUFFREDIN	13th Dist.
JOAN PATRICIA MURPHY	6th Dist.	GREGG GOSLIN	14th Dist.
JOSEPH MARIO MORENO	7th Dist.	TIMOTHY O. SCHNEIDER	15th Dist.
EDWIN REYES	8th Dist.	ANTHONY J. PERAICA	16th Dist.
		ELIZABETH ANN DOODY GORMAN	17th Dist.



COUNTY OF COOK
DEPARTMENT OF ADMINISTRATIVE
HEARINGS

JACK WEINRAUCH
DIRECTOR

County Building
118 North Clark Street, Room 1140
Chicago, Illinois 60602-1304
TEL (312) 603-2120
FAX (312) 603-2125

COOK COUNTY ILLINOIS

DEPARTMENT OF ADMINISTRATIVE HEARINGS

GENERAL ORDER NO. 2009-4

Under Sec 2-903 of Article IX. Administrative Hearings, The Director of Administrative Hearings has the power and duty to:

- (a) Direct the department with respect to its management and structure, including the creation or reorganization of hearing divisions within the department;
- (b) Establish any other necessary rules and regulations as may be required to carry out the provisions of this chapter.

Due Process of Law requiring access of the parties to its judicial system and the Director of Administrative Hearings having the powers granted under Sec 2-903 it is ordered:

Duties of Administrative Law Judges

- A. Upon arriving at a designated court facility, the Administrative Law Judge shall report to the Presiding Law Judge or the Presiding Law Judge's designee and receive a court assignment. The Administrative Law Judge shall then proceed to the assigned courtroom and commence hearing cases until relieved or otherwise discharged from the assignment.
- B. Each Administrative Law Judge shall ensure that the space allocated to The Department of Administrative Hearings, including any areas ancillary, shall be used exclusively for the Administration of Justice through Administrative Hearings, not withstanding its location.
- C. Each Administrative Law Judge shall designate a special area in the courtroom for the seating of attorneys and shall specify an appropriate area to be used as a place for conferences between attorneys and their clients.
- D. It shall be the duty of each Administrative Law Judge to maintain order and decorum in and about the courtroom and to enforce the provisions against prohibited behavior.
- E. It shall be the duty of each Administrative Law Judge to prevent the loitering in or about the rooms or corridors of the courtroom.
- F. It shall be the duty of each Administrative Law Judge to prevent the interference with administrative proceedings, including but not limited to obstructing access to files, disrupting hearings while in session or any other action which diminishes the Administrative Law Judge's ability to meet their duties and exercise their powers.



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G. The State's Attorney of Cook County may require any person who violates this order to appear forthwith before any Administrative Law Judge of this Court to show cause as to why the offending party should not be punished as the Court may deem proper.

H. The Sheriff of Cook County and his or her deputies and any peace officer shall enforce this order either by ejecting violators from the courtroom or by causing them to appear before one of the Administrative Law Judges of this Court for a hearing and for the imposition of such punishment as the Court may deem proper.

THIS ORDER BECOMES EFFECTIVE UPON THE SIGNING BY THE DIRECTOR OF ADMINISTRATIVE HEARINGS.

ENTERED:

Jack Weinrauch
Director of Administrative Hearings

October 16, 2009

