

1 **IN THE SUPREME COURT OF THE STATE OF NEW MEXICO**

2 **August 12, 2019**

3 **NO. 19-8500-013**

4 **IN THE MATTER OF THE**
5 **HOURS OF OPERATION AND**
6 **COURT CLOSURE PROCEDURES**
7 **FOR THE NEW MEXICO JUDICIARY**

8 **ORDER**

9 WHEREAS, this Court issued an administrative order on July 15, 2015,
10 to establish a policy for hours of operation and court closure procedures for New
11 Mexico state courts, *see In the Matter of the Hours of Operation and Court*
12 *Closure Procedures for the New Mexico Judiciary*, No. 15-8500, and the Court
13 wishing to amend the foregoing and being sufficiently advised, Chief Justice
14 Judith K. Nakamura, Justice Barbara J. Vigil, Justice Michael E. Vigil, Justice
15 C. Shannon Bacon, and Justice David K. Thomson concurring;

16 NOW, THEREFORE, IT IS ORDERED that establishing hours of
17 operation and initiating court closure procedures in accordance with the terms
18 of this order shall be the respective responsibility of the chief judge for the New
19 Mexico Court of Appeals, the chief district judge of a judicial district for the
20 district and magistrate courts within that judicial district, and the chief judge for

1 the Bernalillo County Metropolitan Court;

2 IT IS FURTHER ORDERED that the standard hours of operation for all
3 New Mexico appellate courts, district courts, magistrate courts, and metropolitan
4 courts shall be from 8:00 a.m. to 5:00 p.m., provided that all courts may
5 regularly close from noon to 1:00 p.m. or from 4:00 p.m. to 5:00 p.m.;

6 IT IS FURTHER ORDERED that a court may elect to close for one (1)
7 additional hour for administrative purposes, provided that the additional hour of
8 closure is added to the regular noontime or end-of-day closure already
9 authorized by this order;

10 IT IS FURTHER ORDERED that every court shall publicly post its
11 regular hours of operation, shall inform the Supreme Court Clerk of its regular
12 hours of operation within thirty (30) days of the date of this order, and shall
13 notify the Supreme Court Clerk of any change to its regular hours of operation
14 at least fifteen (15) days before implementing the change;

15 IT IS FURTHER ORDERED that, except for emergency closures
16 authorized under this order or closures authorized under the New Mexico
17 Judicial Branch Inclement Weather Policy, any other court closures or
18 alternative hours of operation require the prior, written approval of the Chief
19 Justice;

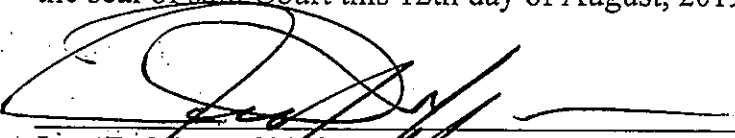
1 IT IS FURTHER ORDERED that, without prior approval of the Chief
2 Justice, a court may close due to emergency circumstances that present an
3 imminent threat to public safety, provided that the Chief Justice is notified of the
4 emergency closure as soon as practicable and provided that written approval of
5 the Chief Justice is obtained for any emergency closure that continues for more
6 than twenty-four (24) hours; and

7 IT IS FURTHER ORDERED that the provisions of this order do not
8 revise or supercede the New Mexico Judicial Branch Inclement Weather Policy,
9 which shall continue to govern court closures because of inclement weather.

10 IT IS SO ORDERED.

11 WITNESS, Honorable Judith K. Nakamura, Chief Justice
12 of the Supreme Court of the State of New Mexico, and
13 the seal of said Court this 12th day of August, 2019.

14 (SEAL)



Joey D. Moya, Chief Clerk of the Supreme Court
of the State of New Mexico