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L. RALPH MECHAM DIRECTOR

JAMES E. MACKLIN, JR. DEPUTY DIRECTOR

ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS

WASHINGTON, D.C. 20544

February 25, 1991

MEMORANDUM TO JUDGE WILLIAM W SCHWARZER

SUBJECT: Advisory Group Assessment Package

Duane Lee and I received your re-write of the draft advisory group assessment package late Friday. While certainly it is a good start, there are several areas that need further development or modification, and in keeping with our original modus operandi, we will provide you with specifics as quickly as possible, but certainly no later than the end of the week.

As I indicated to you last week, I believe it is Judge Parker's desire to disseminate the package under the aegis of the Court Administration and Case Management Committee after the Committee has reviewed and approved it. The Administrative Office has notified district courts in writing that the package is being developed jointly by the Administrative Office and Federal Judicial Center and will be mailed in early March after it is adopted by the Committee.

James E. Macklin, Jr.

cc: Honorable Robert M. Parker