Mr. Matt P. Sarago  
Information Services Manager  
Federal Judicial Center  
Thurgood Marshall Federal Judicial Building  
One Columbus Circle, N.E., Room 6-360  
Washington, DC 20002-8003  

Dear Mr. Sarago:

This letter documents the transfer of custody of the Administrative Office of the US Courts’ (AOUSC) records related to the Civil Justice Reform Act (CJRA) from the AOUSC to the Federal Judicial Center (FJC). The FJC was also involved in developing and administering the CJRA Program and has a similar collection of records. Enclosed is a list summarizing the contents of the 12 boxes to be transferred. A file folder list will be provided at the time of transfer.

Congress mandated the CJRA Program in 1990. The requirements of the Act expired in 1997, with the exception of the creation of semi-annual statistical reports, which are produced by the Statistics Division of the AOUSC. The AOUSC’s records of the CJRA Program are currently in the custody of the Court Administration Policy Staff (CAPS). They document the development, implementation and management of the program, and include annual reports and plans produced by advisory committees in each Judicial District. Mr. Fred Russillo, on behalf of CAPS, requested that the CJRA files in CAPS’ possession be transferred to the FJC to consolidate the collection in one location, and facilitate access for research purposes.
Mr. Matt Sarago
Page 2

Please let me know when you are ready to receive this collection and I will make arrangements to have it delivered. Your cooperation in this matter is greatly appreciated. If you have additional questions please contact me at omar.herran@ao.uscourts.gov, or at 202-502-1127.

Sincerely,

[Signature]
Omar Herran
Judiciary Records Officer

Enclosure

cc:   Michael Gross
      Abel Mattos
      Fred Russillo
Box 1.  CJRA - Background: memoranda, talking points, testimony, etc., re legislation
Box 2.  CJRA - Background: AO/FJC reports, agenda items, policy memoranda, etc., re implementation
Box 3.  CJRA Reports and Plans: Alabama - California
Box 4.  CJRA Reports and Plans: Colorado - Guam
Box 5.  CJRA Reports and Plans: Hawaii - Louisiana
Box 6.  CJRA Reports and Plans: Maine - Minnesota
Box 7.  CJRA Reports and Plans: Mississippi - New Mexico
Box 8.  CJRA Reports and Plans: New York - North Carolina
Box 9.  CJRA Reports and Plans: North Dakota - Oregon
Box 10. CJRA Reports and Plans: Pennsylvania - South Dakota
Box 11. CJRA Reports and Plans: Tennessee - Vermont
Box 12. CJRA Reports and Plans: Virginia - Wyoming

1Most files also include correspondence, memoranda, advisory group membership lists, and similar documentation.
Administrative Office of the U.S. Courts

Civil Justice Reform Act

Box Listing

Box 1 of 12: Biden Bill

1. Biden Bill #3, 1990
2. Biden Bill #4, 1990
3. Biden Bill #5, 1990
4. Biden Bill
5. Legislative Background: JC Opposition, Lobbying, 1984-1990

Box 2 of 12: Miscellaneous

1. “Dennis J. Wysocki Biden Bill Info” 1990-93, 1996-working papers
2. Civil Reform Implementation, 1990-1993
4. Civil Justice Reform Reports, 1991
5. Civil Justice Reform Act Folder 1 of 2, 1989-1990
7. Civil Justice Reform (Media), 1990
8. The Civil Justice Reform Act, 1990
13. Pamphlets: “Civil Justice Reform Roadmap” and “Collision Course in Federal Civil Discovery”
17. Reduction of Expense and Delay in Civil Cases, Civil Justice Expense and Delay Reduction Plan, 1991 - 1993


Box 3 of 12: Alabama - California

2. Northern District of Alabama: Civil Justice Expense and Delay Reduction Plan, December 1, 1993
3. Southern District Court of Alabama: Civil Justice Reform Act Cost and Delay Reduction Plan, 1993

Box 4 of 12: Colorado - Guam

1. United States District Court - District of Colorado – Civil Justice Reform Act Advisory Group Report, April 1993


21. Plan to Minimize Cost and Delay of Civil Litigation in the Middle District of Georgia as Adopted by the United States District Court for the Middle District of Georgia Pursuant to the Civil Justice Reform Act of 1990


Box 5 of 12: Hawaii - Louisiana

18. FJC Review of CJRA Reports and Plans prepared for the Judicial Conference Committee on Court Administration and Case Management – Southern District of Iowa, November 8, 1993
31. Civil Justice Expense and Delay Reduction Plan – United States District Court for the Western District of Kentucky Approved by the Court, November 30, 1993.
40. Report of the US District Court for the Western District of Louisiana, Civil Justice Reform Act Advisory Committee
41. US District Court for the Western District of Louisiana – Civil Justice Expense and Delay Reduction Plan, December 1, 1993.

Box 6 of 12: Maine - Minnesota

19. Report of the Civil Justice Reform Act Advisory Group of the United States District Court for the District of Minnesota – Submitted to the Court pursuant to Title 28, Section 472 (b) of the United States Code 1991

Box 7 of 12: Mississippi - New Mexico

17. US District Court, District of Nebraska, Annual Docket Assessment, July 1995.


**Box 8 of 12: New York - North Carolina**


Box 9 of 12: North Dakota – Oregon

27. **US District Court for the Western District of Oklahoma, Amended Rules, April 20, 1994 and February 1, 1995.**
28. Local Court Rules of The United States District Court for the Western District of Oklahoma – Adopted November 1, 1989 with Amendments through March 18, 1993
29. **US District Court, District of Oregon**: Case Management Plan, April 17, 1991. **ANNOTATED on cover as “first draft”**

**Box 10 of 12: Pennsylvania - South Dakota**


**Box 11 of 12: Tennessee - Virgin Islands**

8. Report on the impact of the Cost and Delay Reduction Plan Adopted by the United States District Court for the **Southern District of Texas** – April 6, 1993


15. **District Court of Vermont**: Civil Justice Reform Act Advisory Committee Report and Plan 1991-1993


**Box 12 of 12: Virginia - Wyoming**


