

INTRODUCTION

This Circuit-wide manual has been prepared in an effort to inform the panel of this Circuit's policies and procedures relating to CJA appointments in the Court of Appeals and the six District Courts of New York, Connecticut and Vermont.

Please remember that funds for CJA representation are to be used in the most fiscally responsible fashion. You, the CJA Panel Members are uniquely able to negotiate the lowest rate possible when retaining the services of an expert or other service providers. Additional information concerning CJA representation can be found in the local District or Circuit CJA Plans as well as Volume VII of the *Guide to Judiciary Policy* which can be found at www.uscourts.gov. Any questions regarding your CJA representation should be directed to CJA Case-Budgeting Attorney, Jerry L. Tritz, at 212-857-8726. A copy of this manual is posted on the Second Circuit's website and will be updated as necessary due to rate or other policy changes.

The judges of the United States Courts for the Second Circuit are grateful for the service provided to financially eligible defendants by the dedicated CJA Panel Attorneys throughout our Circuit.

Hon. Peter W. Hall, Circuit Judge
Chairman
Second Circuit Judicial Council Committee
On Criminal Justice Act Representation