



NEW YORK STATE  
**Unified Court System**

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BUDGET BULLETIN	NUMBER 373	December 12, 2007
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TO: Holders of the Financial Planning and Control Manual

SUBJECT: Part-Time City, Town or Village Judge Assigned Temporarily to a Town or Village Court

Attached is Administrative Order AO/599, dated November 15, 2007 and effective July 18, 2007. This order adds a new section 126.2 to the Rules of the Chief Administrator which provides for the per diem compensation of part-time judges and justices of a city, town or village court who are temporarily assigned to another town or village court pursuant to section 106(2) of the Uniform Justice Court Act.

Judges and justices assigned pursuant to this section shall be compensated in accordance with the provisions of 22NYCRR section 126.1, that is, at a maximum rate of \$250 per diem for in-court services and at a rate of \$125 per diem for in-court services of one-half day or less. Judges so assigned shall also be eligible for reimbursement of out-of-pocket expenses as provided in 22NYCRR Part 102. All payments to judges pursuant to these provisions shall be processed via judicial expense vouchers (JC-2007) which are to be submitted to the appropriate UCS district/administrative office, to be charged to state funds allocated for the support of town & village court operations.

In addition, 22NYCRR Part 102 has been amended to include City Court Judges in the general definition of the judges eligible for reimbursement of expenses incurred during the performance of judicial duties outside the county in which chambers are provided. This is to accommodate those full-time City Court Judges who may be temporarily assigned to County or Family Court in counties outside of their own.

Please ensure distribution of this bulletin to all personnel who may be responsible for the processing of, or the monitoring of internal controls relating to, reimbursement of judicial expenses.

NYS UNIFIED COURT SYSTEM  
FOR ADMINISTRATIVE  
PURPOSES ONLY  
  
Charles J. Hughes

ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the powers vested in me, and upon consultation with the Administrative Board of the Courts, I hereby amend, effective July 18, 2007, sections 102.0(a), 102.6 and Part 126 of the Rules of the Chief Administrator, relating to the compensation and expenses of certain judges and justices, to read as follows:

§102.0(a). General. (a) This Part shall apply to the reimbursement of expenses designated herein incurred by a judge of the Court of Appeals, a justice of the Supreme Court, including a justice of the Appellate Division or Appellate Term, and a judge of the Court of Claims, County Court, Surrogate's Court, Family Court, District Court, and Civil and Criminal Court of the City of New York, and a full-time judge of a City Court outside the City of New York, who is assigned to perform judicial duties outside the county wherein such judge is provided chambers.

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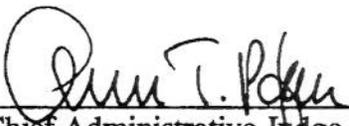
§102.6. Reimbursement for Intracounty Travel. Traveling expenses incurred by a judge or justice to whom subdivision (a) of section 102.0 of this Part applies, [or a judge of a city court outside the City of New York,] during the performance of judicial duties within the county in which he or she is provided chambers, will be reimbursed if such travel occurred in accordance with a plan submitted, by an administrative judge on behalf of one or more judges or justices, to the Chief Administrator of the Courts, and approved by the Chief Administrator.

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PART 126. COMPENSATION AND EXPENSES OF JUDGES AND JUSTICES  
TEMPORARILY ASSIGNED TO A CITY COURT OR A JUSTICE COURT

§126.1. General. Each part-time judge or justice of a city, town or village court who is temporarily assigned to a city court pursuant to section 107 of the Uniform City Court Act, shall receive \$250 per day, or such lesser amount as his or her order of assignment may specify, for each day or part thereof during which such judge or justice actually performs judicial duties in accordance with such assignment in a courtroom or other facility designated for court appearances, provided that a judge or justice who performs such judicial duties for one half day or less shall receive \$125 per day. There shall be no compensation for out-of-court work performed by any such judge or justice while on temporary assignment. Such judge or justice shall be reimbursed for out-of-pocket expenses reasonably or necessarily incurred in the performance of his or her duties while on temporary assignment in accordance with the provisions of Part 102 of this Title.

§ 126.2 Each part-time judge or justice of a city, town or village court who is temporarily assigned to a town or village court pursuant to section 106(2) of the Uniform Justice Court Act shall receive compensation as set forth in section 126.1 of this Part if the temporary assignment is the result of the death, disability or other incapacity of a justice in the receiving court, or any vacancy in that office.

  
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Chief Administrative Judge of the Courts

Dated: November 15, 2007

AO/ 599 /07