

**IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLORADO**

**IN THE MATTER OF
AUTHORIZED HOLIDAY EXCUSED
LEAVE AND FACILITIES CLOSURES**

**GENERAL ORDER
2008 - 13**

In that the legal holidays of Christmas Day, 2008 and New Year's Day, 2009 fall upon a Thursday, it shall be the finding of the court that upon the authority of the chief judge the daily operations of the Clerk's Office for the District Court, the United States Probation Department, and the Administrative Support Center are subject to the following order as follows:

1. The Clerk of Court and Chief U. S. Probation Officer are hereby authorized to close clerk's office and probation department facilities at all district court locations in the District of Colorado on Friday, December 26, 2008 and Friday, January 2, 2009. The court will remain open for filing any paper, issuing and returning process, making a motion, or entering an order by means of the electronic filing process; or in the event electronic filing is not available, by contacting the office by telephone at (303) 335-2009 during normal business hours on December 26, 2008 or January 2, 2009.

2. The staff of the Clerk's Office, the U. S. Probation Department, and the Administrative Support Center are authorized excused leave with pay on December 26, 2008 and January 2, 2009.

3. If any judicial officer elects to conduct court business requiring the presence of any employee of the court, that judicial officer shall promptly notify the Clerk of Court or the Chief U. S. Probation Officer. The Clerk and Chief Probation Officer are authorized to grant excused leave with pay on a date to be determined to any court or probation employee authorized to report to work on December 26, 2008 or January 2, 2009.

4. The provisions of this order do not pertain to judicial officers and chambers staff. The closing of chambers and granting excused leave to chambers staff remain matters to be decided by each judicial officer.

SO ORDERED:

Dated at Denver, Colorado, this 28th day of October, 2008.

BY THE COURT:

s/

Wiley Y. Daniel
Chief United States District Judge