



19 December 2023

The Honorable Roslynn R. Mauskopf, Director
Administrative Office of the United States Courts
One Columbus Circle, NE
Washington, D.C. 20544

Re: Request for the Complete Guide to Judiciary Policies

Dear Judge Mauskopf,

This is a request on behalf of Free Law Project for information regarding the Judicial Conference of the United States. Specifically, to understand the policies governing judicial action and behavior, we respectfully request access to the complete Guide to Judiciary Policy (all published volumes).

The United States Courts website contains [some information regarding Judiciary Policies](#). This information, however, is woefully incomplete. For instance, the Judiciary Policy webpage lists a mere twenty-eight policy guides, which include codes of ethical conduct, guidelines for administering the Criminal Justice Act, and bankruptcy case policies. These policy guides link to portions of the official Guide to Judiciary Policy (“the Guide”), which is comprised of at least nineteen volumes.¹ Yet the twenty-eight policy guides available online cover only a fraction of the Guide. As it is available on the US Courts website, for instance, the Fraud, Waste, or Abuse Policy [links to Volume 1, Chapter 14 of the Guide](#)—this chapter is a mere eleven pages. The other online policy guides link to similarly minute and discrete portions of the Guide. We accordingly request access to the complete Guide to Judiciary Policy, including all pages of all published volumes.

We request that this information be provided in PDF format that is electronically searchable wherever possible. Please process this request within twenty business days following receipt of this letter.

We request a waiver of all fees for this request. We are a nonprofit organization that strives to make the legal ecosystem more equitable and competitive, and we have a proven track record of compiling and disseminating information and reports

¹ See, e.g., United States Government Accountability Office, *Improvements Needed for Collecting Judges’ Non-Case Related Travel Information* (Dec. 2015) 3, fn 7, <https://www.gao.gov/assets/gao-16-70.pdf>.

to the public about government functions and activities, including legal opinions, filings, and other judicial records.

We have undertaken this work in the public interest and not for any private commercial interest. Access to this information is crucial for the Free Law Project and the communities it serves, and this information will enable us to evaluate the policies that undergird the United States judiciary system.

Should our fee waiver be denied and the fees for processing this request exceed \$100.00, please contact us to obtain consent.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Lissner', with a long horizontal line extending to the right.

Michael Lissner
Executive Director
Free Law Project

CC: David Sellers (David_Sellers@ao.uscourts.gov)
Jaculine Koszczuk (jackie_koszczuk@ao.uscourts.gov)