



**HABEMATOLEL POMO OF UPPER LAKE TRIBAL COURT**

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**ADMINISTRATIVE ORDER AO-24-06-20-05**

Before: WILLIAMS, Chief Justice:

WHEREAS, the Court of Appeals has recognized the need to adopt a court interpreter policy for case and controversies filed in the Habematolel Pomo of Upper Lake Tribal Court; and

WHEREAS all parties are entitled to have notice of updated court policies, in order to facilitate the prompt, fair and efficient administration of justice. And consistent with the terms of Article XII of the Constitution the Chief Justice has the authority to establish Court procedure for the Tribal Judiciary.

THEREFORE, the Court ORDERS the following:

1. Requests for interpreter should be submitted to the court not less than fifteen (15) calendar days before the proceeding for which the interpreter is requested;
2. Request should be made formally using the *Request for Court Interpreter* form;
3. Interpreter services should be paid for by the party requesting the services;
4. The party requesting the interpreter is responsible for notifying the Tribal Court Clerk's office if cancellation of the interpreter services is required. If the requesting party fails to do so in a timely manner, that party will be responsible for the expenses of the interpreter.

The Tribal Court Clerk shall post this Order in a public place in the Tribal Court Clerk's office and make it accessible electronically by posting it on the Tribe's website.

The Order is effective beginning June 20, 2024. This administrative order shall remain in effect until modified, vacated, or superseded by future policy.

Dated: 06/21/2024

*Christine Williams*

CHRISTINE WILLAMS

Chief Justice,

Habematolel Pomo of Upper Lake Tribal Court