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UNITED STATES DISTRICT COURT
DISTRICT OF NEVADA

IN THE MATTER OF:)
ACCESS TO LIBRARIES LOCATED)
IN THE DISTRICT OF NEVADA)
_____)

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| FILED | RECEIVED |
| ENTERED | SERVED ON |
| COUNSEL/PARTIES OF RECORD | |
| JUL 30 2019 | |
| CLERK US DISTRICT COURT DISTRICT OF NEVADA | |
| BY: _____ | DEPUTY |

GENERAL ORDER 2019-03

WHEREAS, the mission of the United States Courts Libraries is to provide service to the judges of the federal courts, IT IS HEREBY ORDERED that this General Order be adopted with regard to the United States Courts Libraries located in the District of Nevada (the "Libraries") as follows:

The Libraries are open Monday through Friday, excluding holidays.

The Libraries may close without notice.

A. Access for Court Employees

Judges and chambers staff shall have full access to the Libraries at all times.

Other judicial employees may use the Libraries during regular business hours.

B. Access and Services for Other Users

As a matter of courtesy, federal government personnel, including those from federal executive and congressional agencies, and state government personnel may enter the Libraries to perform research during the Libraries' business hours.

Members of the bar licensed to practice in federal court who have active cases pending in the District of Nevada may enter the Libraries to perform research during the Libraries' business hours.

Self-represented litigants who have cases presently pending in the District of Nevada (including cases on appeal) may enter the Libraries to perform research during

1 the Libraries' business hours. Individuals not represented by an attorney must provide
2 to the Librarians the docket number for their pending case.

3 Library materials may not be removed from the Libraries.

4 Library computers, telephones, photocopiers, and other equipment are not
5 available for use.

6 No legal advice will be given.

7 No legal research assistance will be provided.

8 Assistance in locating material on the shelves and using indexes or research aids,
9 and referral to local legal resources will be provided.

10 **C. Standards of Acceptable Conduct**

11 These nonexclusive standards are in addition to, and do not supersede, the
12 requirements and obligations applying to every person under state and federal law.

13 All persons other than judges and chambers staff must be willing to present valid
14 photo identification to the Library staff.

15 Conduct likely to disrupt or interfere with Library or Court operations is
16 prohibited.

17 Users must not re-shelve Library materials.

18 Smoking, eating, and drinking are not allowed.

19 Library property must not be misused, abused, or removed from the Library.

20 Loud noises, radios, cassette players, CD players, cellular phones, and laptop
21 computers, etc., that can be heard by other Library users are not permitted.

22 Personal belongings may not be left unattended in the Libraries or in the custody
23 of Library staff. The Libraries are not responsible for the loss of any personal
24 belongings.


25 Packages, briefcases, and other containers are subject to inspection.
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1 The Librarians may establish and enforce additional rules for the proper
2 safekeeping, maintenance, and use of the Libraries.

3 The Libraries may limit or deny access at any time. People who violate these
4 standards or engage in other inappropriate conduct may be asked to leave, and may be
5 barred temporarily or permanently from future access to the Libraries.

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7 IT IS HEREBY ORDERED

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9 Dated this 30 day of July, 2019.

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13 Gloria M. Navarro
14 Chief United States District Judge
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