

MINIMUM PANEL REQUIREMENTS
TRANSITIONAL PANEL INFORMATION

requirements does not guarantee an applicant's admission to the General Panel. The CJA Panel Selection and Management Committee reserve the right to evaluate the adequacy of the applicant's experience.

In particular, each CJA Panel attorney:

- a) Must be licensed to practice law in North Carolina and a member in good standing of the State Bar of North Carolina (confirmed by accompanying Certificate of Good Standing), as well as the federal bar of the Western District of North Carolina (WDNC);
- b) Must be admitted to practice before the United States Court of Appeals for the Fourth Circuit;
- c) Should have at least two (2) years experience in federal criminal law, or a minimum of five (5) years of state criminal law experience;
- d) Must have significant trial experience. The minimum trial experience includes:
 - i. Service as counsel in two jury trials (civil or criminal) in any state or federal jurisdiction, and either;
 - ii. Service as "first chair" in at least two federal felony criminal cases, or;
 - iii. Participated as "second chair" in at least two federal felony criminal cases; Second chair participation means significant involvement in release/detention issues, discovery review/defense investigation, plea negotiations, and/or trial preparation and PSR preparation and sentencing.
- e) Must certify and demonstrate experience in, and knowledge of Federal Criminal Law, the Federal Rules of Criminal Procedure, the Federal Rules of Evidence, and the United States Sentencing Guidelines;
- f) Must certify that they have access to: i) a physical office location; ii) on-line or other computer assistance legal research and a computer with unlimited access to the internet; iv) an active Log-In Account with ECF in Western District of North Carolina; and v) telephone answering machine or equivalent telephone answering service).
- g) Must submit three (3) letters of recommendation from state or federal judges; or from attorneys with significant federal criminal defense experience (or who are on the CJA Panel) who support the applicant's competence to represent indigent defendants charged with federal crimes;
- h) Must be willing to serve, if asked, i) to be a mentor to attorneys on the CJA Training Panel; or ii) to assist with CJA training programs; or iii) to serve on the Panel Selection & Management Committee.

Each year, the Panel Selection & Management Committee may also establish a "CJA Transitional Panel," consisting of attorneys who lack the requisite federal trial experience, but who otherwise meet all of the other eligibility requirements for the CJA Panel. Transitional Panel members may be assigned, by the Federal Defender, to assist members of the CJA Panel in a "second chair" capacity (with no compensation from the court), as well as to handle cases on their own that involve supervised release violations, probation violations, or misdemeanors. Transitional panel members must certify the following minimum experience to be eligible to advance to the general panel:

- (1) Observe one felony trial in the Western District of North Carolina (with no representational involvement required);
- (2) Participate in a "second chair" capacity in (2) federal felony cases;
- (3) Attend at least two seminars related to federal criminal law that are approved by the Panel Selection & Management Committee.
- (4) Serve as counsel in two jury trials in any state or federal jurisdiction.

With regard to the trial related requirements listed above, the CJA Transitional Panel attorney is not limited to obtaining this experience with CJA cases. It shall be the responsibility of the CJA Transitional Panel member to obtain written confirmation for each of these minimum requirements, including a written confirmation from the presiding judge and the mentoring lawyer regarding the lawyer's "observation" and/or "participation."

Attorneys already admitted to the Transitional panel may submit written certification of experience litigating federal criminal cases that demonstrates competence in the stages of federal litigation listed in Paragraph 4(d) above, for review and approval by the selection committee, in satisfaction of the criterion listed in Paragraph 4(d) above.

CJA Transitional Panel members are not eligible to receive compensation for their services in assisting CJA Panel members. Prior service on the CJA Transitional Panel is not a requirement for membership on the CJA Panel, nor will service on the Transitional Panel guarantee admission of an attorney to the CJA Panel.