

ADMINISTRATIVE DIRECTIVE NO. 103

This 15th day of November, 1995:

IT APPEARS THAT:

(1) The Judicial Branch Personnel Rules (hereinafter "Rules") at Chapter Two (2) - Confidential Service, list the following position classifications as confidential: judicial secretary, master, law clerk, and staff attorney.

(2) It has been determined that the function of the secretarial positions which provide direct support to the Director of the Administrative Office of the Courts and to each court administrator are of such a sensitive and confidential nature as to require consideration for confidential service status as defined under these Rules.

NOW, THEREFORE, IT IS DIRECTED, with the unanimous approval of the members of the Supreme Court, pursuant to Del. Const. Art. IV, § 13(1), that:

(1) Effective this date, the listing of confidential position classifications contained in the Judicial Branch Personnel Rules at Chapter Two (2) - Confidential Service, is hereby modified to include the classifications of Executive Secretary, Administrative Secretary and Typist, Stenographic and Secretarial (Family Court). The purpose is to categorize as confidential only those positions which provide direct secretarial support to the Director of the Administrative Office of the Courts and each court administrator.

(2) Any employee who holds one of these positions as of this date and was hired into that position in a classified status, shall retain classified status for the duration of tenure in that specific position.

(3) The Administrative Office of the Courts shall distribute a copy of the amended pages of the Judicial Branch Personnel Rules to each court administrator and agency head subject to these Rules. Those individuals in turn shall distribute copies of the amended pages to all employees covered by these Rules.

E. Norman Veasey
CHIEF JUSTICE

cc: The Honorable Joseph T. Walsh
The Honorable Randy J. Holland
The Honorable Maurice A. Hartnett, III
The Honorable Carolyn Berger
Members of the Judicial Conference
Mr. Lowell L. Groundland
Court Administrators
Clerk of the Supreme Court