

UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF PUERTO RICO

**CRIMINAL JUSTICE ACT**  
**PANEL ATTORNEY QUESTIONNAIRE AND APPLICATION**

The following Questionnaire and Application is to be completed by attorneys requesting appointment to represent indigent defendants under the provisions of the Criminal Justice Act of 1964, as amended (18 U.S.C. Sec. 3006A).

The applicant is informed that membership in the CJA Panel is optional and thus, this application is voluntarily filed.

The applicant should be aware that his/her admission to the Panel of Attorney for this District will be determined after considering, among other things, skills, past trial experience, knowledge and command of the Federal Rules of this Court, and the Local Plan for the Administration of the CJA Panel of Attorneys for the District of Puerto Rico.

**A. PERSONAL BACKGROUND INFORMATION:**

1. Name:

\_\_\_\_\_

2. Date of Birth:

\_\_\_\_\_

3. Social Security Number: \_\_\_\_\_

4. Tax Identification No: \_\_\_\_\_

5. Home Address:

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Telephone No.:

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6. E-Mail Address:

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7. Office Address:

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Telephone No.:

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Fax No.:

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8. Education:

a. Law School: \_\_\_\_\_

b. Year of graduation (JD): \_\_\_\_\_

c. Post-graduate Studies (Please indicate highest degree completed, year and name of the institution): \_\_\_\_\_

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9. Honors, Awards, Fellowships:

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10. Special Qualifications/Skills (Indicate whether you)

a. are fluent in any foreign language, if so, describe your level of fluency:

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b. have specialized in a particular legal field/matter such as: habeas corpus or any other post-sentencing remedy:

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11. Have you ever been disbarred, suspended, reprimanded, censured, or otherwise formally disciplined, publicly or privately, as an attorney, or as a member of any other profession, or as a holder of any public office?

Yes \_\_\_\_\_

No \_\_\_\_\_

12. Are any charges or complaints now pending before any court or agency concerning your conduct as an attorney, or as a member of any profession, or as a holder of any public office?

Yes \_\_\_\_\_

No \_\_\_\_\_

(If you have answered Yes to Questions #11 or #12, attach a separate statement explaining the nature and final disposition of such complaints.)

13. List your Continuing Legal Education experiences, either as a lecturer or participant, in criminal or trial advocacy programs:

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**B. BAR ADMISSIONS:**

1. Puerto Rico Supreme Court:

Yes \_\_\_\_\_

Date \_\_\_\_\_

No \_\_\_\_\_

2. United States District Court for Puerto Rico:

Yes \_\_\_\_\_

Date \_\_\_\_\_

No \_\_\_\_\_

3. United States Court of Appeals (First Circuit):

Yes \_\_\_\_\_

Date \_\_\_\_\_

No \_\_\_\_\_

4. United States Supreme Court:

Yes \_\_\_\_\_

Date \_\_\_\_\_

No \_\_\_\_\_

5. List any other court to which you have been admitted to practice and the year of admission:

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6. Have you previously served on any other panel or list for assignment of defense lawyers (such as State Legal Aid, Pro Bono Program, or any Committee for Public Counsel Service)? If so, list each panel or list, and the dates or terms during which you served:

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7. Have you previously applied for appointment to the CJA Panel? Is so, when?

Yes \_\_\_\_\_

No \_\_\_\_\_

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8. Have you previously served on this CJA Panel or otherwise received an appointment under the CJA? If so, list the dates/term of your service:

Yes \_\_\_\_\_

No \_\_\_\_\_

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9. Have you ever been relieved from representing an assigned defendant in any court for any reason other than his/her retaining a private attorney? If so, give particulars:

Yes \_\_\_\_\_

No \_\_\_\_\_

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10. Have you ever been removed from any panel or pro bono service list? If so, give particulars:

Yes \_\_\_\_\_

No \_\_\_\_\_

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**C. WORK/PROFESSIONAL EXPERIENCE:**

1. Have you ever worked as an attorney for the government either as a state or federal prosecutor or in any other capacity?

Yes \_\_\_\_\_

No \_\_\_\_\_

If so, please indicate the term and capacity in which you served as an attorney for the government:

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2. Please describe what experience, if any, you have had in representing parties in jury trials in criminal cases before the state or federal courts.

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3. Please describe what experience, if any, you have had in representing defendants in non-jury trials and other proceedings of penal nature and/or related matters such as habeas corpus.

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4. Please describe what other litigation experience you have had, if any.

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5. State briefly the nature of your practice during the past three (3) years.

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6. Indicate the percentage and approximate number of cases during the past five (5) years that will best describe your trial experience (give approximate totals):

a) Civil trials in federal courts:

% Practice \_\_\_\_\_ No. Cases \_\_\_\_\_

b) Criminal trial in federal courts:

% Practice \_\_\_\_\_ No. Cases \_\_\_\_\_

c) Criminal trials in state courts:

% Practice \_\_\_\_\_ No. Cases \_\_\_\_\_

d) Pleas and sentences in federal courts:

% Practice \_\_\_\_\_ No. Cases \_\_\_\_\_

e) Pleas and sentences in state courts:

% Practice \_\_\_\_\_ No. Cases \_\_\_\_\_

f) Any other (i.e., administrative hearings, military):

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7. Please indicate if you have represented someone in a death penalty case:

Yes \_\_\_\_\_ No \_\_\_\_\_

If so, please indicate where and when and if the case was taken to trial:

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8. Please indicate if you have represented someone in a case where the possible maximum penalty was life-imprisonment:

Yes \_\_\_\_\_ No \_\_\_\_\_

9. Have you taken courses in and worked with the Federal Sentencing Guidelines:

Yes \_\_\_\_\_ No \_\_\_\_\_

10. If so, briefly state when and in what courses have your participated/worked?

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11. Do you know the Federal Sentencing Guidelines well enough to represent federal defendants?

Yes \_\_\_\_\_

No \_\_\_\_\_

12. If admitted to the CJA Panel, please indicate the areas in which you would like to receive additional training. (Utilizing the numbers from 1-3, please prioritize the subject matters assigning No. 1 to the most important subject matter and 3 to the least):

- |    |   |   |   |   |
|----|---|---|---|---|
| a) | Federal Rules of Criminal Procedure       | 1 | 2 | 3 |
| b) | Federal Rules of Evidence                 | 1 | 2 | 3 |
| c) | Bail Reform Act                           | 1 | 2 | 3 |
| d) | Speedy Trial Act                          | 1 | 2 | 3 |
| e) | Federal Sentencing Guidelines             | 1 | 2 | 3 |
| f) | Juvenile Delinquency Proceedings          | 1 | 2 | 3 |
| g) | Parole Revocation Proceedings             | 1 | 2 | 3 |
| h) | Probation Revocation Proceedings          | 1 | 2 | 3 |
| i) | Supervised Release Revocation Proceedings | 1 | 2 | 3 |
| j) | Appellate Rules                           | 1 | 2 | 3 |

13. Set forth briefly, any education, training and experience you have had which serves as the source of your familiarity with these federal rules, statutes and proceedings:

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**D. IN GENERAL:**

1. If it is necessary, have you sought approval from your law firm to participate in the CJA Panel?

Yes \_\_\_\_\_

No \_\_\_\_\_

2. If appointed, would you be available to represent defendants in an extended (exceeding 1 week) criminal trial?

Yes \_\_\_\_\_

No \_\_\_\_\_

Occasionally \_\_\_\_\_

3. Would you be willing to accept appointments to represent petitioners, plaintiffs or defendants in criminal oriented and related matters which are not presently

compensable under the Criminal Justice Act?

Yes \_\_\_\_\_ No \_\_\_\_\_ Occasionally \_\_\_\_\_

4. Do you have any objection to law school students working with you on matters to which you may be assigned?

Yes \_\_\_\_\_ No \_\_\_\_\_

5. Do you have any objection to have another less experienced attorney working with you in matters to which you may be assigned?

Yes \_\_\_\_\_ No \_\_\_\_\_

6. Would you be available from time to time to serve in the courthouse as Duty Attorney on an assigned Duty Day?

Yes \_\_\_\_\_ No \_\_\_\_\_

7. Would you be available for calls during non-office hours should there be an immediate need for an attorney to advise a defendant in custody?

Yes \_\_\_\_\_ No \_\_\_\_\_

8. If accepted into the CJA Panel do you understand that:

a) membership will be staggered and subjected to annual evaluations.

Yes \_\_\_\_\_ No \_\_\_\_\_

b) membership is a privilege conferred by the Court contingent, among other things, to the efficient and faithful performance of the duties entrusted.

Yes \_\_\_\_\_ No \_\_\_\_\_

c) there will be a limit to the number of cases per year that might be assigned to panel members.

Yes \_\_\_\_\_ No \_\_\_\_\_

d) there are certain specific types of cases and/or circumstances in which the Court, in its discretion, may depart from the random computerized appointment of counsel.

Yes \_\_\_\_\_ No \_\_\_\_\_

e) declining/rejecting cases, without cause, may be reason for your removal from the Panel.

Yes \_\_\_\_\_ No \_\_\_\_\_

f) you will be required to attend at least two (2) seminars yearly which are either sponsored by the Court or the Federal Public Defender or its equivalent and are advised that non-attendance or participation in CLE programs may constitute grounds to terminate your membership in the Panel.

Yes \_\_\_\_\_ No \_\_\_\_\_

g) On a yearly basis all CJA Panel members will have to certify to the Clerk of the Court his/her participation in CLE Programs in compliance with item (f).

Yes \_\_\_\_\_ No \_\_\_\_\_

h) You are expected to take any case assigned to you.

Yes \_\_\_\_\_ No \_\_\_\_\_

9. If accepted, is there a particular type of case or defendant that you would not represent?

Yes \_\_\_\_\_ No \_\_\_\_\_

If so, please explain:

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I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. (28 U.S.C. § 1746)

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Date

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Signature