UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF PUERTO RICO

MEMORANDUM

DATE: March 30, 2007

TO: All Members of the Bar

FROM: José Antonio Fusté JAF.
Chief Judge

SUBJECT: **Appropriate Use of the Attorney Lounge**

Members of the Bar are reminded that the attorney lounge is to be used on a transient basis and not as a private office. The lounge and/or its equipment may only be used on days the attorney has business in Court. Attorneys cannot sit family members, clients and/or witnesses inside the lounge because it disrupts the use of the facilities by other members of the Bar. Also, the lounge cannot be used to prepare witnesses or to discuss testimony with experts or as a conference room.

Members of the Bar are also directed to use the attorney lounge equipment, internet access, and materials judiciously and with due consideration for other users.

The use of the attorney lounge is a privilege. Improper use of the same will entail revocation of the privilege. This directive will be strictly enforced.

JAF/mrj