

ADMINISTRATIVE OFFICE OF THE COURTS

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ADMINISTRATIVE DIRECTOR



STATE HOUSE ANNEX  
TRENTON  
NEW JERSEY

May 15, 1969

21-68

MEMORANDUM TO: ALL JUDGES  
RE: RESERVED MATTERS

The Chief Justice has asked me to remind all judges of the importance of reporting on their weekly reports all matters in which they have reserved decision. Recently, several instances have come to his attention where decision had been reserved for many months but not reported, with resulting embarrassment to all concerned.

A case or a motion should be reported as reserved when all hearings that are to be had have been completed and the matter awaits the decision of the judge without further appearance of the parties or their attorney in court. A matter should be reported as reserved even though briefs or transcripts in the matter have been ordered but have not yet been filed.

Reserved matters should be reported for the week in which they were heard and carried on each subsequent weekly report until they are disposed of. The weekly report for the week in which the reserved matter was disposed of should show its disposition by date.

Post Conviction and Habeas Corpus matters shall only be carried as reserved after a hearing has been had by the judge assigned to hear them.

If a case or motion has been reserved for more than 3 months, as a matter of general policy, the Chief Justice has asked the Assignment Judge to discuss the status of the matter with the judge concerned so that he may be relieved of further trial assignment in order that the reserved matter may be disposed of.

*Edward B. McConnell*

Editor's Note (2005): With regard to the last paragraph of Directive #21-68, the threshold for the Assignment Judge to discuss a reserved matter with a judge is two months, not three; also, the Assignment Judges report on each of those two-month reserved matters at the monthly Judicial Council meetings.