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**GLENN A. GRANT, J.A.D.**  
Acting Administrative Director of the Courts


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**Supplement to  
Directive # 07-13**

**MEMORANDUM**

**To:** Assignment Judges  
Civil Presiding Judges  
Supervising Special Civil Part Judges  
Trial Court Administrators

**From:** Glenn A. Grant, J.A.D. 

**Subj:** Special Civil Part Officers – Bond and Insurance Coverage

**Date:** May 1, 2014

Directive #07-13, effective December 10, 2013, sets forth requirements on insurance and bond coverage for Special Civil Part Officers, their aides and for supporting staff. Please be advised that all bonds that Special Civil Part Officers have procured prior to December 10, 2013 may continue in their current form. Special Civil Part Officers will not be required to procure separate surety bonds or riders to the officers' existing bonds for their office staff and deputy/assistant court officers, or to procure employee fidelity insurance, employee theft or dishonest insurance. We will be updating the language in the Directive accordingly. Please ensure that the Special Civil Part Officers in your respective vicinages are aware of this information.

Any questions regarding Directive #07-13 may continue to be directed to Kevin M. Wolfe, Assistant Director for Civil Practice, by phone at 609-292-8470 or by email at [Kevin.Wolfe@Judiciary.nj.us.state](mailto:Kevin.Wolfe@Judiciary.nj.us.state) or to Lloyd Garner, Chief, Special Civil Part Services, by phone at 609-292-8470 or by email at [Lloyd.Garner@Judiciary.nj.us.state](mailto:Lloyd.Garner@Judiciary.nj.us.state).

cc: Chief Justice Stuart Rabner  
Steven D. Bonville, Chief of Staff  
AOC Directors and Assistant Directors  
Civil Division Managers  
Finance Division Managers  
John Brodowski, Chief, Internal Audit  
Lloyd Garner, Chief, Special Civil Part Services  
Assistant Civil Division Managers for Special Civil Part  
Special Civil Part Officers  
Gurpreet M. Singh, Special Assistant