

**FILED**

APR - 5 2019

IN THE UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF TEXAS

CLERK, U.S. DISTRICT COURT

By

Deputy

**AMENDED SPECIAL ORDER 3-249**

**1. Assignment Procedures Following Recusal**

If the district judge responsible for a case in any division of the court recuses himself or herself, the clerk will randomly reassign the case using the court's random case assignment system for that division, if applicable. If all district judges in a division recuse, the clerk will forward the case to the chief district judge for assignment instructions that are consistent with the court's random case assignment system.

If a magistrate judge in any division recuses himself or herself, the clerk will randomly reassign the case using the court's random case assignment system for that division, if applicable. If all magistrate judges in a division recuse, the clerk will forward the case to the assigned district judge. The assigned district judge may refer the cases to any other magistrate judge in the district by written order.

**2. Emergency Matters**

If the district judge responsible for the case is unable to review an emergency matter, the clerk will forward the emergency matter to the duty district judge in the division who is handling the duty. If the duty judge is unable to consider the matter due to conflict or other reason, the clerk will assign the emergency matter to another district judge in the division by order of seniority. The clerk will track and rotate such future assignments through all of the district judges in the division by seniority to ensure that such assignments are equitably distributed. If no district judge is available in the division to consider the emergency matter, the clerk will forward the emergency matter to the chief district judge for assignment instructions.

**SO ORDERED.**

April 5, 2019.

  
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BARBARA M.G. LYNN  
CHIEF JUDGE