

**IN THE CIRCUIT COURT OF MADISON COUNTY, ALABAMA
THE TWENTY-THIRD JUDICIAL CIRCUIT**

**STANDING ORDER REGARDING
CONDUCTING HEARINGS, PROCEEDINGS AND TRIALS BY
AUDIO-VIDEO COMMUNICATIONS**

Pursuant to §12-1-24, Ala. Code (1975), and the need to deal with said cases in an efficient and prompt manner, the following orders are entered:

It is therefore **ORDERED** that pretrial motion hearings in civil (which include CV, DV, SM and DR cases) and criminal matters in the circuit courts, district courts and probate courts may be conducted by telephone conference or other audio-video telecommunication means, hereinafter “virtual court hearings”.

The following rules and guidelines are hereby adopted and shall be followed by all parties appearing for any hearing which is taken by the use of telephone conference or other audio-video telecommunication means.

1. The telephone or audio-video telecommunications device used in the hearing shall enable the judge and all parties to converse simultaneously with each other.
2. All virtual court hearings must be conducted with Zoom software unless the judge presiding over the hearing authorizes the use of a different software or technology that has been deemed trustworthy and reliable for court use.
3. All counsel of record and all self-represented litigants shall be timely notified of the date and time of a scheduled virtual court hearing via Alacourt.com, e-mail, regular mail or as otherwise allowed by the Alabama Rules of Court or by statute.
4. A subpoena issued for the appearance of a witness at a virtual court hearing shall clearly state the address that the witness will need to appear to offer sworn testimony. Further, each subpoena issued for a virtual court hearing shall contain a prominently-displayed notice that “all witnesses are required to bring to the virtual court hearing a government-issued photo ID.”
5. All counsel of record and all self-represented parties shall provide the court clerk with an e-mail to be used to correspond with the attorney or self-represented party in the event a virtual court hearing is held in a

case. All counsel of record and all self-represented litigants are hereby ordered to provide written verification of their e-mail address to the court clerk within 10 days from the entry of this order, if not previously provided. The court clerk shall provide a copy of this order to all attorneys of record and to each self-represented litigant who does not currently have an e-mail listed in the case record.

Entered this 30th day of September, 2022.

A handwritten signature in blue ink, appearing to read 'AS', is written over a horizontal line. The signature is stylized and cursive.

**ALISON S. AUSTIN
PRESIDING JUDGE**