

IN THE SUPREME COURT OF THE STATE OF ARIZONA
ADMINISTRATIVE OFFICE OF THE COURTS

In the Matter of:)	
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REPORTING OF JUROR)	Administrative Directive
BIOGRAPHICAL INFORMATION)	No. 2023 - <u>06</u>
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On July 19, 2023, Supreme Court Administrative Order No. 2023-121 was issued, requiring the superior court in each county and all municipal and justice courts to collect biographical information from prospective jurors who are willing to provide information regarding gender, ethnicity, and race. Courts must annually report this data to the Administrative Office of the Courts (AOC) on a schedule and in a manner determined by the Administrative Director.

Therefore, pursuant to Administrative Order No. 2023-121,

IT IS DIRECTED that each court shall annually report its data regarding juror biographical information to the AOC’s Court Services Division on or before August 15th for the prior fiscal year (hereinafter referred to as “reporting period”).

IT IS FURTHER DIRECTED that the data for a reporting period shall reflect only data for persons whose actual date of service falls within the reporting period and shall include the following:

1. The total number of responses received for each biographical question, whether received through an online juror portal, paper questionnaire, telephonic response, or other electronic questionnaire such as completion of the questions at a kiosk or tablet when appearing at a court facility. The total number of responses received shall include all responses to biographical questions received by the court regardless of whether a person was required to appear in person at a court facility or virtually for jury service. The total number of responses received shall also include any responses from persons who were excused or disqualified from jury service prior to the date of service.
2. The total number of persons who appeared for jury service, including those who physically reported to a court facility and those who appeared in a virtual or online environment.

3. The total number of responses received for each biographical question from persons who appeared for jury service, whether by physically reporting to a court facility or appearing in a virtual or online environment.
4. The total number of persons summoned for jury service for the court, if available.

IT IS FURTHER DIRECTED that all courts shall report this data in the format, on the form, and in the manner prescribed by the AOC. The AOC may change the reporting format, form, or manner of reporting data as it deems necessary. All courts must comply with all reporting requirements.

IT IS FURTHER DIRECTED that in counties where the superior court generates the reports for the limited jurisdiction courts for their juror biographical information, by July 18th of each year, the superior court shall provide these reports to the respective limited jurisdiction court for the previous fiscal year to allow the limited jurisdiction court sufficient time to review the information. All limited jurisdiction courts are responsible for reporting their data to the AOC as required by this Administrative Directive regardless of whether the superior court generates the reports on their behalf.

Dated this 12th day of September, 2023.

DAVID K. BYERS
Administrative Director