

Budget Division. Phone, 202-273-2100.
 Defender Services Division. Phone, 202-273-1670.
 General Counsel. Phone, 202-273-1100.
 Human Resources Division. Phone, 202-273-1270.
 Judicial Conference Executive Secretariat. Phone, 202-273-1140.

Legislative, External and Public Affairs Office. Phone, 202-273-1120.
 Magistrate Judges Division. Phone, 202-273-1830.
 Probation and Pretrial Services Division. Phone, 202-273-1600.
 Statistics Division. Phone, 202-273-2240.

For further information, contact one of the offices listed above, Administrative Office of the United States Courts, Thurgood Marshall Federal Judiciary Building, One Columbus Circle NE., Washington, DC 20544.

FEDERAL JUDICIAL CENTER

*Thurgood Marshall Federal Judiciary Building,
 One Columbus Circle NE., Washington, DC 20002
 Phone: See "Sources of Information" section at end of statement*

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 Deputy Director
 Director of Research
 Director of Planning and Technology
 Director of Judicial Education
 Director of Court Education
 Director of Publications and Media

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The Federal Judicial Center is the judicial branch's agency for planning and policy research, systems development, and continuing education.

The Federal Judicial Center was created by act of December 20, 1967 (28 U.S.C. 620), to further the development and adoption of improved judicial administration in the courts of the United States.

The Center's basic policies and activities are determined by its Board, which is composed of the Chief Justice of the United States, who is, by statute, permanent Chairman of the Board, and two judges of the United States courts of appeals, three judges of the United States district courts, and one bankruptcy judge, all of whom are elected for 4-year terms by the Judicial Conference of the United States. The Director of the Administrative Office of the United States Courts is also a permanent member of the Board.

Congress assigned the Center the following basic functions:

—to conduct research on the operation of the United States courts and

to stimulate and coordinate such research on the part of other public and private persons and agencies;

—to stimulate, create, develop, and conduct programs of continuing education and training for judges and support personnel of the judicial branch;

—to study and determine ways in which automatic data processing and systems procedures may be applied to the administration of the courts;

—to provide staff, research, and planning assistance to the Judicial Conference and its committees, consistent with the performance of the other functions set forth above;

—to develop recommendations for improvement in the administration and management of the courts and to submit recommendations to the Judicial Conference of the United States;

—to submit to government agencies recommendations for improvement of

their programs or activities that relate to the administration of justice;

- to conduct, coordinate, and encourage programs relating to the history of the judicial branch; and
- to cooperate with and assist other agencies and organizations in providing advice to further improvement in the administration of justice in the courts of foreign countries.

Sources of Information

Employment Employment inquiries and applications may be directed to the Office of Personnel. Phone, 202-273-4165.

Publications Single copies of most Federal Judicial Center publications are available free of charge. Phone, 202-273-4153.

For further information, contact the Federal Judicial Center, Thurgood Marshall Federal Judiciary Building, One Columbus Circle NE., Washington, DC 20002. For a recorded message and office directory, dial 202-273-4000 on a touch-tone phone.

UNITED STATES SENTENCING COMMISSION

*Suite 2-500, South Lobby, One Columbus Circle NE., Washington, DC 20002-8002
Phone, 202-273-4500*

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Commissioners

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The United States Sentencing Commission develops sentencing policies and practices for the Federal criminal justice system.

The United States Sentencing Commission was established as an independent commission in the judicial branch of the Federal Government by the Sentencing Reform Act of 1984 (28

U.S.C. 991 *et seq.* and 18 U.S.C. 3551 *et seq.*). The Commission establishes sentencing policies and practices for the Federal courts, including guidelines prescribing the appropriate form and