

Defender Services Division. Phone, 202-273-1670.
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 Judicial Conference Executive Secretariat. Phone, 202-273-1140.
 Magistrate Judges Division. Phone, 202-273-1830.
 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 20002-8003
 Phone, 202-273-4000*

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The Federal Judicial Center is the judicial branch's agency for planning and policy research 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 permanent Chairman of the Board by statute, and two judges of the U.S. courts of appeals, three judges of the U.S. 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.

Pursuant to statute the Center:

—develops and administers orientation and continuing education programs for Federal judges, Federal defenders, and nonjudicial court personnel, including probation officers, pretrial services officers, and clerks' office employees;

—conducts empirical and exploratory research and evaluation on Federal judicial processes, court management, and sentencing and its consequences, usually for the committees of the Judicial Conference or the courts themselves;

—produces research reports, training manuals, video programs, and periodicals about the Federal courts;

—provides guidance and advice and maintains data and records to assist those interested in documenting and conserving the history of the Federal courts; and

—cooperates and assists other agencies and organizations in providing advice to improve the administration of justice in the courts of foreign countries.

Sources of Information

Information may be obtained from the following offices:

Office of the Director and Deputy Director. Phone, 202-273-4160, or 202-273-4164. Fax, 202-273-4019.
 Research Division. Phone, 202-273-4070. Fax,

202-273-4021.

Planning and Technology Division. Phone, 202-273-4200. Fax, 202-273-4024

Judicial Education Division. Phone, 202-273-4052. Fax, 202-273-4023.

Court Education Division. Phone, 202-273-4110. Fax, 202-273-4020.

Publications and Media Division. Phone, 202-273-4140. Fax, 202-273-4025.

Federal Judicial History Office. Phone, 202-273-4180. Fax, 202-273-4025.

Interjudicial Affairs Office. Phone, 202-273-4161.

Fax, 202-273-4019.

Office of Personnel. Phone, 202-273-4165. Fax, 202-273-4019.

Publications Single copies of most Federal Judicial Center publications are available free of charge. Phone, 202-273-4153. Fax, 202-273-4025. Selected FJC publications are available in electronic form through the Internet, at <http://www.fjc.gov/>.

For further information, contact the Federal Judicial Center, Thurgood Marshall Federal Judiciary Building, One Columbus Circle NE., Washington, DC 20002-8003. 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
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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