

UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF KENTUCKY
PADUCAH DIVISION
CRIMINAL ACTION NO. 5:06CR-19-R

UNITED STATES OF AMERICA

PLAINTIFF

v.

STEVEN D. GREEN

DEFENDANT

MEDIA GUIDELINES

The Court and the U.S. Marshal will enforce these Guidelines.

1. **Web Page:** Check the Court's web site (www.kywd.uscourts.gov) for information pertaining to schedules, notices, orders and filings.
2. **Media Room:** Room 25 (in the basement) has been designated as the Media Room for the Paducah courthouse. The Court has set up tables and chairs to accommodate laptops. The courthouse has wireless access. The Court will supply the password to credentialed media, which has secured a press pass from the Court. The Media Room will be open between 8:00 a.m. and 5:30 p.m., Monday through Friday, unless otherwise specified by the Court. Absent court order, media representatives are not permitted in the courthouse, including the Media Room, outside of normal court hours.
3. **Equipment:** Cell phones, laptops, recording devices, and cameras are **PROHIBITED in the courthouse with the following exception.** Credentialed media representatives, who also possess a Court press pass, may bring approved equipment (*i.e.*, one cell phone and one laptop) to the Media Room only, subject to available space and to the Court rules. Media representatives are solely responsible for the safety of their own equipment. **RECORDING OR PHOTOGRAPHING ARE PROHIBITED IN**

THE COURTHOUSE.

4. **Location of Media Communication Vehicles:** Because no parking (except for authorized law enforcement vehicles and court staff) is permitted around the perimeter of the courthouse, parking locations of communication vehicles and other media vehicles should be arranged by media organizations through the Paducah Police Department.
5. **Interviews:** Reporters are prohibited from conducting interviews of anyone in the courthouse. Interviews may be conducted on the sidewalk on Broadway across from the courthouse. No cameras or cables may block entrance or exit from the courthouse, including the main entrance, all emergency exits and all vehicle driveways. Care should be taken that pedestrian traffic along the sidewalks is not impeded. The media may **NOT** interview:
 - a. Jurors. The prohibition on speaking to jurors stems from the requirement that jurors be free to deliberate without any outside influences. Contacting a juror or his or her family, or speaking about the case in the presence of a juror can result in charges of jury tampering. The term “juror” includes individuals who have been summoned for jury service in this case but have not yet been selected for the final jury panel. See the following section for additional information regarding communicating with jurors.
 - b. The Judge. The Code of Conduct for United States Judges states that “a judge should avoid public comment on the merits of a pending or impending action.” Under no circumstances should you call the Judge’s chambers. Questions for the court should be directed to Vanessa Armstrong, Chief Deputy Clerk, at

800-897-3720, Vanessa_Armstrong@kywd.uscourts.gov. The judge does not provide photographs of himself.

c. The defendant.

6. **Communication with Jurors:**

a. Media representatives shall not communicate with jurors or their families during any part of the jury selection or trial **and are prohibited from communicating at any time with grand jurors about any matter which occurred before the grand jury, including after the grand jury has completed its service.**

b. Media shall not photograph or videotape jurors or prospective jurors in the vicinity of the courthouse in such a way that they could be identified.

Photographing them from the rear, from the waist down, or blurring their faces are all techniques that comply with this order.

c. Media shall not depict in courtroom sketches of the facial features or hair of jurors or prospective jurors.

d. Media representatives are prohibited from entering the jury assembly area, grand jury areas and the jury deliberation room at any time during jury selection and trial.

7. **Court Transcripts:** Trial transcripts of proceedings may be obtained, if arranged 24 hours in advance including payment of charges, with the Court Reporter assigned to the proceeding. You may contact Terri Turner at 270-415-6417 for more information.

Transcript Order Forms are available on the court's website.

8. **Electronic Access to Court Records:** Up-to-the-second docket sheets and documents for

most pending cases are available electronically over the Internet through the Court's Case Management / Electronic Case Files (CM/ECF) system. In order to access the system you will need a national PACER (Public Access to Court Electronic Records) account. In general, the cost for retrieving documents from the CM/ECF system is eight cents per page, maximum \$2.40 per document. To obtain a PACER account, and for more detailed billing information, contact the PACER Service Center at: Pacer Service Center, P.O. Box 780549, San Antonio, TX 78278, (800) 676-6856 or (210) 301-6440 or <http://pacer.psc.uscourts.gov/>.

9. **Copy Request:** The public may review copies of orders, pleadings, etc. on the Court's website. Or the Clerk's Office can print off any public document at .10 per page.
10. **Messages:** Court staff will not take or deliver messages for media representatives.
11. **Security in the Courthouse:** For security purposes, all persons entering the courthouse are required to pass through an electronic metal detector before gaining access to the building and to submit to a reasonable search of person or property. Presentation of government issued photo identification is required.

All packages, bags, parcels, briefcases and other items shall be submitted for inspection upon entry to the courthouse.

12. **Compliance:** A Court Security Officer shall be present at all times when the Court is in session to ensure compliance with this Court's orders. The United States Marshal and his Deputies shall also be responsible for maintaining order and decorum in the courthouse. All orders given by the Court Security Officers, the Marshal or his deputies shall be deemed orders of this Court and must be complied with immediately. Failure to comply

with these guidelines may result in sanctions for the media representative and/or the organization he or she represents.

IT IS SO ORDERED.