

**EASTERN DISTRICT OF TENNESSEE
 CHART FOR TRACKING ATTENDANCE OF
 TRAINING PANEL ATTORNEY
 FEDERAL COURT APPEARANCES AND TRAINING**

TRAINING PANEL ATTORNEY: _____

1. COURT APPEARANCE AND DATE	DOCKET NUMBER CASE NAME ATTORNEY NAME*
INITIAL APPEARANCE	
DETENTION HEARING (Observation of two hearings required.)	1. 2.
ARRAIGNMENT	
MOTION TO SUPPRESS (Observation of two hearings required.)	1. 2.
MOTION TO SUBSTITUTE COUNSEL	
TRIAL (Highly encouraged)	
CHANGE OF PLEA	
SENTENCING HEARING (Observation of two hearings required.)	1. 2.

SECOND CHAIR CASE WITH FDSET OR APPROVED CJA ATTORNEY	
2. TRAINING	DATE ATTENDED
COURTROOM TECHNOLOGY (Clerk's Office)	
ORIENTATION SEMINAR (Federal Defender Services' Office)	
INTERVIEW AT DISCRETION OF SELECTION COMMITTEE	
SUBMISSION OF WRITING SAMPLE (redacted)	
ANNUAL ATTENDANCE AT 3 HOURS OF FDSET, TRAINING BRANCH OR OTHER APPROVED SEMINARS	

I hereby certify that I have observed the hearings and have attended the trainings listed above.

Signature/Date

*Please show name of attorney or federal defender who acted as counsel.

RETURN COMPLETED FORM TO
 FEDERAL DEFENDER SERVICES, 800 S. Gay St., Suite 2400, Knoxville, TN 37929