

STATE OF MINNESOTA  
COUNTY OF HENNEPIN

State of Minnesota,

Plaintiff,

v.

Mohamed Mohamed Noor,

Defendant.

DISTRICT COURT  
FOURTH JUDICIAL DISTRICT

Case Type: Criminal  
Court File No. 27-CR-18-6859  
Hon. Kathryn Quaintance

**STANDING ORDER ON  
REQUESTS FOR TRIAL  
EXHIBITS DURING TRIAL**

This matter came on administratively before the undersigned Judge of District Court at the Hennepin County Government Center, 300 South 6<sup>th</sup> Street, Minneapolis, MN 55487.

There were no appearances.

Based upon the files, records and proceedings herein, the Court makes the following:

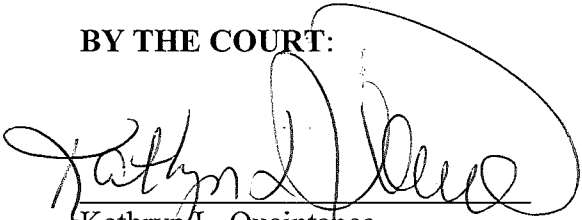
**FINDINGS OF FACT AND ORDER**

1. The Fourth Judicial District has a Bench Procedure/Policy (attached to this Order) regarding requests to obtain or view exhibits filed in a criminal case.
2. The procedure requires an order from the trial judge to authorize viewing or copying of exhibits before the end of the trial.
3. To ensure a fair trial and the fair administration of justice, the integrity of the exhibits must be preserved. In this case, the Court has determined that this can be done by postponing release until after the trial.
4. All exhibits need to be kept for the attorneys and witnesses to use during the trial and eventually for the jury to look at during their deliberations. Therefore, they must be kept together in or near the courtroom after being received as evidence in the case, to be available for use throughout the trial and then to be sent to the jury deliberation room or held for possible review (if it is video evidence) upon the jury's request.

5. Accordingly, the Court has determined that no exhibits entered into evidence in this case will be released until after the conclusion of the trial, and then they will be released only in accordance with the Bench Procedure/Policy attached.

Dated: April 9, 2019

**BY THE COURT:**



Kathryn L. Quaintance  
Judge of District Court

Fourth Judicial District  
Bench Procedure/Policy

## Public Requests for Viewing and Obtaining Copies of Court Filed Exhibits

Date issued: March 1, 2018

Replaces issue dated: November 1, 2013; September, 2017

Responsibility: Criminal Division

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The following guidelines should be followed upon receipt of a request to view or obtain copies of exhibits filed in the Criminal Division:

1. Exhibits will be made available for viewing within a reasonable timeframe after they have been deposited with court administration at the conclusion of a trial. Exhibits can be viewed or copied before the end of trial only if the requester has a signed order from the trial judge authorizing viewing and/or copying of exhibits. The exhibit(s) will be reproduced as best as possible, and based on the quality of the document(s) or image(s) submitted.
2. Arrangements to view or obtain copies of exhibits must be scheduled through District Court. All media requests must be referred to the Hennepin County District Court Public Affairs Communications Specialist.
3. Requests should be made to the specific division where the exhibits were filed.
4. No sealed exhibits will be available for viewing at any time without a court order specifically stating that the exhibits may be unsealed for purpose of viewing and/or copying.
5. If upon retrieval of requested exhibit(s), it comes to the clerk's attention that the exhibit(s) contain information or images requiring additional authorization for public access, the clerk will forward the request to the trial judge for guidance.
6. A judicial order must be provided for any requests to video tape exhibits, take pictures of exhibits, or obtain copies of a recording (including video, DVD, and audio recordings). The order shall indicate that the Court Administrator will refer the recording duplication out through an approved Hennepin County District Court duplication services vendor. Requesting parties are responsible for all costs.