

**IN THE SUPERIOR COURT OF DEKALB COUNTY
STATE OF GEORGIA**

**STANDING ORDER DESIGNATING DISTRICT ATTORNEY’S OFFICE AS
OFFICIAL RECORD CUSTODIAN OF CRIMINAL CASES
AND ORDER COVERING EXHIBITS AND EVIDENCE ENTERED AT TRIAL**

This Order binds *all* parties in DeKalb County Superior Court criminal cases, their agents, servants, employees and all other persons acting in concert with such parties:

You are hereby notified that pursuant to O.C.G.A. §17-5-55 it shall be a Standing Order of the Stone Mountain Judicial Circuit, that the District Attorney of DeKalb County shall be the custodian of all property that is introduced into evidence in all DeKalb County Superior Court criminal cases. The District Attorney shall take possession of the property after the preparation of the evidence log by the Court Reporter. For purposes of this Order, “property” shall include physical and electronic evidence. If in a criminal case, there exists a conflict with the DeKalb County District Attorney’s Office, the Court may, by a written court order, direct another entity to keep all post trial evidence.

Parties who wish to introduce electronic storage media, including, but not limited to, audio or video recordings, shall introduce the original and a copy. For purposes of this Order, “original” is any evidence introduced with an original exhibit designation during a proceeding. Hence, the original exhibit shall be marked with a number for identification and, as discussed above, such evidence shall be placed in the custody of the District Attorney. The other copy shall carry the same identification number and the letter “A” and shall remain in the custody of the court reporter. For matters on appeal, the Clerk of Court shall request the original exhibit from the District Attorney and send the original exhibit to the appellate court. Once the evidence is transferred to the District Attorney, the District Attorney shall keep, store, maintain and exercise control over the property according to Georgia Law.

This Order shall apply to all criminal cases filed in DeKalb County Superior Court and shall be a standing order until further action of this Court.

IT IS SO ORDERED this 1st day of January, 2026. _____



Honorable Shondeana C. Morris
Chief and Administrative Judge
DeKalb County Superior Court
DeKalb Judicial Circuit