**Section 350.360 District Offices**

a) Deputy Directors

Four Deputy Directors are appointed by the Director. Each Deputy Director is responsible for overseeing and supervising an assigned District Office and in carrying out the goals of the Commission.

b) Staff Attorneys

The Staff Attorneys are responsible for preparing, filing and arguing appellate briefs assigned by the Deputy Director. The Staff Attorneys are also responsible for performing related prosecutorial tasks assigned by the Director, such as training, advice to State's Attorneys and preparation of legal memoranda.

c) Administrative Secretaries

An Administrative Secretary is assigned to each District Office. The Administrative Secretary is responsible for work assigned by the Deputy Director. In addition, the Administrative Secretary assists the Deputy Director in completing certain administrative functions established by the Administrative Office.

d) Legal Secretaries

Legal secretaries are responsible for carrying out all assigned secretarial and clerical duties in support of the respective District Office.

(Source: transferred from 2 Ill. Adm. Code 300 (State's Attorney Appellate Service Commission) to 2 Ill. Adm. Code 350 Office of the State's Attorneys Appellate Prosecutor) pursuant to Section 7(e) of the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1985, ch. 127, par. 1007(e)) and the State's Attorneys Appellate Prosecutor's Act (Ill. Rev. Stat. 1985 ch. 14, par. 201 et seq.) at 11 Ill. Reg. 1666)