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**UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA**

Case No.: SACV - JLS(XXXx)

Plaintiff/s,

v.

Defendant/s.

**ORDER SETTING SCHEDULING
CONFERENCE FOR [HEARING
DATE] 10:30 A.M., COURTROOM
8A, FIRST STREET COURTHOUSE**

Judge Staton’s Procedures web page is incorporated in this Order.

The parties and counsel are ORDERED to review and comply with those procedures and notices, which may be accessed at:

<http://www.cacd.uscourts.gov/honorable-josephine-l-staton>

This case has been assigned to Judge Josephine L. Staton. If plaintiff has not already served the complaint (or any amendment thereto) on all defendants, plaintiff shall promptly do so and shall file proofs of service within three (3) days thereafter. Defendants also shall timely serve and file their responsive pleadings and file proofs of service within three days thereafter.

This case is set for a scheduling conference under Federal Rule of Civil Procedure 16(b) on the date and time stated in the caption of this Order, in

1 Courtroom 8A of the First Street Courthouse, 350 West 1st Street, Los Angeles,
2 California. Unless excused for good cause shown in advance of the scheduling
3 conference, lead counsel shall appear at the scheduling conference and at all
4 pretrial hearings fully informed concerning the facts of the case. If the Court
5 determines that a Scheduling Order can be issued based on the Joint Rule 26(f)
6 Report, the scheduling conference will be vacated.

7
8 *Attached to this Order, as Exhibit A, are the Court’s presumptive dates.*
9 *Parties wishing to deviate from this schedule shall provide the Court with*
10 *reasons for each suggested change. A Joint Rule 26(f) Report that is filed*
11 *without a fully completed Exhibit A will be rejected by the Court and may subject*
12 *the parties to sanctions.*

13
14 In civil cases, the Court defers setting a trial date and an exhibit conference
15 date until the parties appear for the Final Pretrial Conference. The parties are
16 expected to address these issues at the Final Pretrial Conference; therefore, the
17 parties are directed to confer before the Final Pretrial Conference to identify
18 mutually agreeable trial date(s) within the 90 days following the Final Pretrial
19 Conference. Where the Court’s trial calendar permits, the Court will set the trial
20 for a date agreed upon by the parties.

21
22 **1. Joint Rule 26(f) Report**

23 As provided in Fed. R. Civ. P. 26(f), the parties shall meet at least 21 days
24 before the scheduling conference and file a Joint 26(f) Report (“Report”) no later
25 than 14 days before the date set for the scheduling conference. The Report shall be
26 drafted by plaintiff (unless the parties agree otherwise), but shall be submitted and
27 signed jointly. “Jointly” contemplates a single report, regardless of how many
28 separately represented parties there are.

1 The Report shall discuss the issues described below. Counsel are to ensure
2 that their discussions of these issues fully address the topics identified by Federal
3 Rule of Civil Procedure 26(f)(3)(A)-(F) and Local Rule 26-1(a)-(f).

4 **a. Statement of the case:** a short synopsis (not to exceed two
5 pages) of the main claims, counterclaims, and affirmative defenses.

6 **b. Legal issues:** a brief description of the key legal issues,
7 including any unusual substantive, procedural, or evidentiary issues.

8 **c. Damages:** the realistic range of provable damages.

9 **d. Insurance:** whether there is insurance coverage, the extent of
10 coverage, and whether there is a reservation of rights.

11 **e. Motions:** a statement of the likelihood of motions seeking to
12 add other parties or claims (*see* Local Rule 26-1(e)), file amended pleadings, to
13 dismiss for lack of jurisdiction, or to transfer venue.

14 **f. Complexity:** a discussion regarding the complexity of the
15 case, and whether all or part of the procedures of the Manual for Complex
16 Litigation should be utilized. *See* Local Rule 26-1(a).

17 **g. Status of Discovery:** a report regarding the current status of
18 discovery, including whether initial disclosures have been made and a summary of
19 any completed discovery.

20 **h. Discovery Plan:** The parties must set forth a detailed discovery
21 plan that discusses all the Federal Rule of Civil Procedure 26(f)(3)(A)-(F) topics,
22 including topics related to initial disclosures, the anticipated subjects of discovery,
23 the time needed for discovery, issues related to electronically stored information
24 (“ESI”), issues related to privileged materials, whether changes to limitations on
25 discovery should be made, issues related to protective orders, and any other Rule
26 16(b) or 16(c) issues. The parties must propose a discovery cutoff date for the
27 completion of fact discovery.
28

1 **i. Expert Discovery:** The parties shall discuss the timing of
2 expert disclosures and discovery. *See* Fed. R. Civ. P. 26(a)(2); Local Rule 26-1(f).

3 **j. Dispositive motions:** The parties shall set forth a description of
4 the issues or claims that any party believes may be determined by motion for
5 summary judgment or partial summary judgment. *See* Local Rule 26-1(b).

6 **k. Alternative Dispute Resolution (“ADR”) Procedure**
7 **Selection:** The parties must select *either* ADR Procedure No. 2 (Court Mediation
8 Panel) *or* ADR Procedure No. 3 (private mediation); ADR Procedure No. 1
9 (conference with the magistrate judge) *may not* be selected by the parties. *See*
10 *generally* General Order 11-10, § 5.1; Local Rule 26-1(c). For more information
11 about the Court’s ADR Program, please visit the “ADR” section of the Court
12 website, <http://www.cacd.uscourts.gov>.

13 **l. Settlement Efforts:** Without disclosing the substance of the
14 communications, the parties shall advise the Court regarding whether they have
15 discussed settlement or had written communications regarding settlement. The
16 parties are advised that no case will proceed to trial unless all parties, including the
17 principals of all corporate parties, have appeared personally at a mediation.

18 **m. Preliminary Trial Estimate:** The parties must provide a
19 realistic estimate of the time required for trial. *See* Local Rule 26-1(d). The
20 parties’ estimate is for planning purposes only; the Court may allot fewer days for
21 trial. The parties shall specify whether trial will be by jury or to the Court, and
22 each side must specify the number of witnesses it expects to call.

23 **n. Trial counsel:** the name(s) of the attorney(s) who will try the
24 case.

25 **o. Independent Expert or Master:** The parties must advise the
26 Court whether this is a case in which a master pursuant to Federal Rule of Civil
27 Procedure 53 or an independent scientific expert should be appointed. The
28 appointment of a master may be appropriate if there are likely to be substantial

1 discovery disputes, numerous claims to be construed in connection with a
2 summary judgment motion, a lengthy *Daubert* hearing, or resolution of a difficult
3 computation of damages.

4 **p. Other issues:** a statement of any other issues affecting the
5 status or management of the case (*e.g.*, unusually complicated technical or
6 technological issues, disputes over protective orders, extraordinarily voluminous
7 document production, non-English speaking witnesses, discovery in foreign
8 jurisdictions, etc.) and any proposals concerning severance, bifurcation, or other
9 ordering of proof.

10 11 **2. Notice to be Provided by Counsel**

12 Plaintiff's counsel shall provide this Order to any parties who first appear
13 after the date of this Order and to parties who are known to exist but have not yet
14 entered appearances. If plaintiff is appearing pro se, but defendant is represented
15 by counsel, defendant's counsel shall provide this notice.

16 17 **3. Disclosures to Clients**

18 Counsel are ordered to deliver to their respective clients a copy of this
19 Order, the Court's trial order, and the Scheduling Order.

20 21 **4. Class Actions**

22 The parties are directed to the portion of Judge Staton's Procedures web
23 page (<http://www.cacd.uscourts.gov/honorable-josephine-l-staton>) regarding class
24 action scheduling issues. As explained in further detail on the web page, the
25 parties are directed to discuss class action scheduling issues in their Joint Rule
26 26(f) Report.

EXHIBIT A
PROPOSED SCHEDULE OF PRETRIAL AND TRIAL DATES

CASE NAME:

CASE NO:

Matter	Deadline	Plaintiff(s) Request	Defendant(s) Request
Last Day to File Motions to Add Parties and Amend Pleadings	Scheduling Conference Date plus 8 weeks		
Fact Discovery Cut-Off	Depending on case complexity, generally a Friday between 6-9 months after the Scheduling Conference		
Last Day to File Motions (except <i>Daubert</i> and all other Motions in Limine)	2 weeks after Fact Discovery Cut-Off		
Last Day to Serve Initial Expert Reports	2 weeks after Fact Discovery Cut-Off		
Last Day to Serve Rebuttal Expert Reports	6 weeks after Fact Discovery Cut-Off		
Last Day to Conduct Settlement Proceedings	9 weeks after Fact Discovery Cut-Off		
Expert Discovery Cut-Off	10 weeks after Fact Discovery Cut-Off		
Last Day to file <i>Daubert</i> Motions:	1 week after Expert Discovery Cut-Off		
Last Day to File Motions in Limine:	4 weeks before the FPTC		
Final Pre-Trial Conference (Friday at 10:30 a.m.)	22 weeks after Fact Discovery Cut-Off		
Revised: September 19, 2023			