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

CASE NO. \_\_\_\_\_-JAK ( x)

\*  
Plaintiff/s,

v.

\*  
Defendant/s.

**ORDER SETTING RULE 16(b)  
SCHEDULING CONFERENCE**

Date: \*  
Time: 1:30 p.m.  
Joint Report Due: [10 days before the date  
of the conference]

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This case has been assigned to Judge John A. Kronstadt. This Order applies to all parties in this action, whether or not they are represented by counsel. "Counsel" as used in this Order, also refers to parties who are representing themselves. If plaintiff has not already served the complaint (or any amendment thereto) on each defendant, plaintiff shall promptly do so and shall file proofs of service within three days thereafter. Defendant(s) also shall timely serve and file their responsive pleadings and file proofs of service within three days thereafter.

This matter is set for a scheduling conference on the above date. The conference will be held pursuant to Fed.R.Civ.P. 16(b). The parties are reminded of their obligations under Fed.R.Civ.P. 26(a)(1) to disclose information (without awaiting a

1 discovery request) and under R. 26(f) to confer on a discovery plan not later than twenty-  
2 one (21) days prior to the scheduling conference and to file a  
3 report with the Court entitled “Joint Rule 16(b) Report” not later than fourteen (14) days  
4 after they confer. Please comply with these requirements; it will simplify the Scheduling  
5 Conference.

6 The Court encourages counsel to begin to conduct discovery actively before the  
7 Scheduling Conference. The Court encourages prompt, early discovery because at the  
8 Scheduling Conference the Court will set firm deadlines to complete discovery. Even if  
9 there is no agreement to conduct discovery prior to the Scheduling Conference, the  
10 parties shall comply fully with the letter and spirit of Fed.R.Civ.P. 26(a) and thereby  
11 obtain and produce most of what would be produced in the early stage of discovery.

12 **1. Joint Rule 16(b) Report.**

13 The Joint Rule 16(b) Report, which shall be filed not later than one week before  
14 the scheduling conference, shall be drafted by plaintiff’s counsel (unless the parties  
15 agree otherwise or unless plaintiff is self-represented, in which case defendant’s  
16 counsel), but shall be submitted and signed jointly. “Jointly” contemplates a single  
17 report, regardless of how many separately-represented parties there are. The Joint Rule  
18 16(b) Report shall report on all matters enumerated below, which include those required  
19 to be discussed by Rule 26(f) and Local Rule 26. The Joint Rule 26(f) Report should set  
20 forth the following information under section headings corresponding to those in this  
21 Order:

- 22
- 23 a. Statement of the case: A short synopsis (not to exceed two pages) of the  
24 main claims, counterclaims, and affirmative defenses.
  - 25 b. Subject matter jurisdiction: A statement of the specific basis of federal  
26 jurisdiction, including supplemental jurisdiction.
  - 27 c. Legal issues: A brief description of the key legal issues, including any  
28 unusual substantive, procedural or evidentiary issues.

- 1 d. Parties, and Non-Party Witnesses: A list of parties and percipient witnesses
- 2 on the main issues in the case. For conflict purposes,
- 3 corporate parties must identify all subsidiaries, parents, and affiliates.
- 4 e. Damages: The realistic range of provable damages.
- 5 f. Insurance: Whether there is insurance coverage.
- 6 g. Motions: A statement of the likelihood of motions seeking to add other
- 7 parties or claims, file amended pleadings or transfer venue.
- 8 h. Manual for Complex Litigation: Whether all or part of the procedures of
- 9 the Manual for Complex Litigation should be utilized.
- 10 i. Status of Discovery: A discussion of the present state of discovery,
- 11 including a summary of completed discovery.
- 12 j. Discovery Plan: A detailed discovery plan, as contemplated by Rule 26(f),
- 13 including the identity of all anticipated deponents and dates by which their
- 14 depositions are to be completed (if possible), anticipated written discovery
- 15 requests, including requests for admission, document requests, and
- 16 interrogatories, and a schedule for completion of all discovery. State what,
- 17 if any, changes in the disclosures under Rule 26(a) should be made, the
- 18 subjects on which discovery may be needed and whether discovery should
- 19 be conducted in phases or limited in some manner, whether applicable
- 20 limitations should be changed or other limitations imposed, and whether
- 21 the Court should enter other orders. Please note that a statement to the
- 22 effect that discovery will be conducted as to all claims and defenses, will
- 23 not satisfy this requirement.
- 24 k. Discovery cut-off: A proposed discovery cut-off date. This means the
- 25 final day for completion of non-expert discovery, including resolution of
- 26 all discovery motions.
- 27 l. Expert discovery: Proposed dates for expert witness disclosures (initial and
- 28 rebuttal) and expert discovery cut-off under Rule 26(a)(2).

- 1 m. Dispositive motions: A description of the issues or claims that any party  
2 believes may be determined by motion for summary judgment or motion *in*  
3 *limine*.
- 4 n. Settlement: A statement of what settlement discussions or written  
5 communications have occurred (excluding any disclosure or discussion of  
6 the substantive matters or terms discussed) and a statement pursuant to  
7 Local Rule 16-15.4 about selecting a settlement mechanism under that  
8 Rule. If a case is selected for the ADR Program, the parties may choose  
9 private mediation at their own expense. No case will proceed to trial unless  
10 all parties with full authority to settle the case – including, as to each  
11 corporate party, an officer who has such authority – have appeared  
12 personally at a settlement conference.
- 13 o. Trial estimate: A realistic estimate of the time required for trial and  
14 whether trial will be by jury or by the Court. Each side should specify (by  
15 number, not by name) how many witnesses it contemplates calling. If the  
16 time estimate for trial given in the Joint Rule 26(f) Report exceeds five  
17 court days, counsel shall be prepared to discuss in detail the estimate.
- 18 p. Trial counsel: The name(s) of the attorney(s) who will try the case,  
19 including those who will be lead trial counsel.
- 20 q. Independent Expert or Master: Whether this is a case in which the Court  
21 should consider appointing a Master pursuant to Rule 53 or an independent  
22 scientific expert.
- 23 r. Timetable: Please complete the Schedule of Pretrial and Trial Dates form  
24 attached as Exhibit A to this Order and attach it to the Joint Rule 26(f)  
25 Report. The entries in the “Weeks Before Trial” column reflect what the  
26 Court believes are appropriate for most cases and will allow the Court to  
27 rule on potentially dispositive motions sufficiently far in advance of the  
28 pretrial conference. The form is designed to enable counsel to ask the

1 Court to set different last dates by which the key requirements must be  
2 completed. Each side should fill in the month, day, and year it requests for  
3 each event. *E.g.*, for the expert discovery cut-off it might be “10/7/12” for  
4 plaintiff and “10/28/12” for defendant, if they cannot agree. Each entry  
5 proposing a Court date shall be on a Monday, except the trial date, which  
6 will be a Tuesday. Counsel should ensure that requested dates do not fall  
7 on a court holiday. At the conference, the Court will review this form with  
8 counsel in determining the dates that will be set in the case. The cut-off  
9 date for motions is the last date on which motions may be heard, not filed.  
10 The Court is not likely to continue this date, and will not do so unless the  
11 trial date is also continued. Following the Scheduling Conference, the  
12 Court will issue an “Order on Court/Jury Trial.” This Order will set forth  
13 all pre-trial and trial obligations of counsel, and, where applicable, the  
14 deadlines for each.

- 15 s. Other issues: A statement of any other issues affecting the status or  
16 management of the case (*e.g.*, unusually complicated technical or  
17 technological issues, disputes over protective orders, extraordinarily  
18 voluminous document production, non-English speaking witnesses, ADA-  
19 related issues, discovery in foreign jurisdictions) and any proposals  
20 concerning severance, bifurcation, or other ordering of proof.
- 21 t. Patent Cases: Propose dates and methodology for claim construction and  
22 *Markman* hearings.
- 23 u. **Do the parties wish to have a Magistrate Judge preside?** Under 28  
24 U.S.C. § 636, the parties may consent to have a Magistrate Judge preside  
25 over all the proceedings, not just discovery. They may select any  
26 Magistrate Judge (not just the one assigned to this case) from among those  
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1 Magistrate Judges who accept these designations. (They are identified on  
2 the Central District’s website, which also contains the consent form.)

3 **2. Scheduling Conference.** The Scheduling Conference will be held in Courtroom  
4 750 of the Roybal Federal Courthouse at 255 East Temple Street. Counsel shall comply  
5 with the following with respect to the Scheduling Conference:

6 a. Participation. The lead trial attorney for each party shall attend the  
7 Scheduling Conference unless such counsel is engaged in trial, on  
8 vacation, or excused for good cause following a written request addressed  
9 to the Clerk in advance of the Scheduling Conference.

10 b. Continuance. A continuance of the Scheduling Conference will be granted  
11 only for good cause, following a written request addressed to the Clerk in  
12 advance of the Scheduling Conference.

13 c. Use of Conference Telephone. In general , the Court prefers in- person  
14 appearances. However, if one or more of the lead counsel has his or her  
15 office outside of Los Angeles County, or under other appropriate  
16 circumstances, the Court may, upon the request of one or more counsel,  
17 conduct the status conference by conference telephone call. Please contact  
18 the court clerk at (213) 894-2156 to request approval of, and to receive  
19 details about, a call-in appearance.

20 **3. Protective Orders.** If you seek a protective order, please use your best efforts to  
21 propose it to opposing counsel before the Scheduling Conference.

22 **4. Notice to be Provided by Counsel.** Plaintiff’s counsel or, if plaintiff is self-  
23 represented, defendant’s counsel, shall serve this Order on any parties who first appear  
24 after the date of this Order and to parties who are known to exist but have not yet entered  
25 appearances.

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1     **5.     Disclosures to Clients.** Counsel are ordered to deliver to their respective clients  
2 a copy of this Order and of the Court’s Scheduling and Case Management Order, which  
3 will set forth the schedule that the Court establishes at the Scheduling Conference.

4     **6.     Court’s Website.** A copy of this order is available on the Central District of  
5 California website, at “www.cacd.uscourts.gov,” under “Judge’s Requirements.”

6             The Court thanks the parties and their counsel for their anticipated cooperation in  
7 carrying out these requirements.

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9             **IT IS SO ORDERED.**

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11     Dated:

\_\_\_\_\_  
JOHN A. KRONSTADT  
United States District Judge

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14     Copies to: All Counsel of Record

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**SCHEDULE OF PRETRIAL AND TRIAL DATES**

Case No.:	
Case Name:	

Matter	Plaintiff(s) Request	Defendant(s) Request	Court Order
[ ] Jury Trial [ ] Court Trial: <b>(Tuesday at 9:00 a.m.)</b> Duration Estimate: ____ Days / ____ Weeks			
Status Conference re Exhibits: <b>(Friday at 3:00 p.m.)</b> Friday before the trial date			
Final Pretrial Conference: <b>(Monday at 3:00 p.m.)</b> 2 weeks before the trial			
Post Mediation Status Conference: <b>(Monday at 1:30 p.m.)</b> 30 days before the cut-off date			

Matter	Weeks Before Trial	Plaintiff(s) Request	Defendant(s) Request	Court Order
Last Date to Amend Pleadings/Add Parties				
Non-Expert Discovery Cut-Off	16			
Expert Disclosure (initial)	15			
Expert Disclosure (rebuttal)	11			
Last Date to Conduct Settlement Conference	10			
Expert Discovery Cut-Off	8			
Last Date to Hear Motions	8			

Settlement Procedure Selection (ADR-12 Form will be completed by Court): 1. Magistrate Judge 2. Attorney Settlement Officer Panel 3. Outside ADR/Non-Judicial			
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