

IN THE COURT OF COMMON PLEAS OF PHILADELPHIA

FIRST JUDICIAL DISTRICT OF PENNSYLVANIA

CIVIL TRIAL DIVISION

ADMINISTRATIVE DOCKET 08 OF 1998

IN RE: ADOPTION OF ARBITRATION APPEAL PROGRAM  
CASE MANAGEMENT ORDER

AND NOW, this 1st day of December, it is hereby ORDERED that effective January 4, 1999, a Case Management Order will be automatically applied to all cases in the Arbitration Appeal Program upon filing of the appeal from the Report and Award of the Arbitrators. The Prothonotary will be directed upon the filing of any appeal from the Report and Award of the Arbitrators to issue a form Case Management Order which will be docketed and forwarded together with notice of the date of the status conference. The format of the Case Management Order appears below:

CASE MANAGEMENT ORDER

ARBITRATION APPEAL PROGRAM

AND NOW, this day of , 1999, an appeal from the Report and Award of Arbitrators having been filed in the above-captioned matter and a status conference having been scheduled, the following Case Management Order is hereby entered.

1. STATUS CONFERENCE: ALL counsel and non-represented parties **must** appear at the status conference and shall be prepared to discuss settlement of the case with clients available by telephone to authorize settlement. All counsel are required to communicate with each other and all non-represented parties to advise them of the status by forwarding a notice of same via facsimile or U.S. Mail.

At the status conference, a trial or monthly pool date and pretrial settlement conference date **certain** shall be assigned. Counsel will be attached for trial

Also, at the status conference, a memorandum will be given to all parties with direction to complete and present the same at the time of the mandatory pretrial settlement conference. Failure to comply with the terms and conditions of said memorandum and/or failure to appear for either the pretrial settlement conference or trial **will** result in the imposition of appropriate sanctions.

2. DISCOVERY DEADLINE: All discovery shall be completed no later than 90 days prior to trial.

3. EXPERT DEADLINE: (IF APPLICABLE) Plaintiff's expert report, including any supplemental report, is to be served on opposing counsel and/or opposing party on or before 90 days prior to trial. Defendant's expert report is to be served on opposing counsel and/or opposing party on or before 60 days prior to trial.

4. DISPOSITIVE MOTIONS: All dispositive motions must be filed no later than 50 days prior to trial.

5. EXTENSIONS: Requests to extend any case management deadline must be submitted by filing a Petition for Extraordinary Relief and filed prior to the expiration of the deadline in question.

6. CONTINUANCES: All requests for continuances must be submitted in writing, with a copy to opposing party, and directed to the Honorable Joseph D. O'Keefe, Supervising Judge, Attention: Mary McGovern, via facsimile

(215-563-1623) or U.S. Mail (12th Floor, Complex Litigation Center, Wanamaker Building, Philadelphia, Pa. 19107). However, said requests may be made only under unforeseen circumstances.

BY THE COURT:

***John W. Herron***

***Administrative Judge, Trial Division***

This Administrative Docket is promulgated in accordance with the April 11, 1987 Order of the Supreme Court of Pennsylvania, Eastern District, No. 55, Judicial Administration, Docket No. 1, Phila. Civ. \*51 and Pa. R.C.P. 239, and shall become effective immediately. As required by Pa. R.C.P. 239, the original Administrative Docket shall be filed with the Prothonotary in a docket maintained for Administrative Dockets issued by the Administrative Judge of the Trial Division and copies shall be submitted to the Administrative Office of Pennsylvania Courts, the Legislative Reference Bureau and the Civil Procedural Rules Committee. Copies of the Administrative Docket shall also be submitted to American Lawyer Media, *The Legal Intelligencer*, Jenkins Memorial Law Library and the Law Library for the First Judicial District.

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