

**SUPPLEMENT TO GENERAL ORDER  
JUDGE PETER A. KRAUTHAMER  
CIVIL CALENDAR 5  
MAY 2012**

**I. GENERAL INFORMATION**

**Judge:** Peter A. Krauthamer

**Chambers:** Chamber 1630  
Moultrie Courthouse  
500 Indiana Avenue, N.W.  
Washington, D.C. 20001

**Phone:** (202) 879-1264

**Fax:** (202) 879-1202

**Email Address:** [JudgeKrauthamerESERVE@dcsc.gov](mailto:JudgeKrauthamerESERVE@dcsc.gov)

**Judicial Admin. Assist.:** Sandra R. Wilkins (202) 879-1265

**Law Clerk:** Michael Hoeker (202) 879-1253

**Courtroom Clerk:** Claytronna N. Rogers

**Courtroom:** B-52  
Superior Court Building B  
510 4<sup>th</sup> Street, N.W.  
Washington, D.C. 20001

**Courtroom Phone:** (202) 508-1688

**II. WEEKLY SCHEDULE**

Unless otherwise directed, matters on Calendar 5 will take place as follows:

Pretrial/Settlement Conferences: Tuesdays, Wednesdays, and Thursdays at 8:30 a.m. and 4:15 p.m.

Trials: Monday through Thursday from 9:30 a.m. until 4:45 p.m.

Scheduling Conferences, Oral Examinations, Ex Parte Proofs, and other matters: Fridays beginning at 9:30 a.m.

Motions Hearings: As scheduled by Chambers.

**III. SCHEDULING PRAECIPES**

Notwithstanding the earlier deadline set in Superior Court Rule of Civil Procedure 16(b), Judge Krauthamer will approve a Civil Action Form 113 (Praecept "Requesting Schedule Order) submitted up to 12:00 p.m. on the day prior to the scheduling conference date. In cases in which all parties are represented by counsel, and there are no pending motions or other matters requiring the Court's attention,

Judge Krauthamer strongly encourages attorneys to consult with opposing counsel and submit a CA Form 113 rather than appearing in court for a scheduling conference.

#### IV. MOTIONS

**Consent to motions:** The title of all motions should indicate whether they are opposed or unopposed. Judge Krauthamer strictly enforces the requirement in Rule 12-I(a) that before a party files any motion, it must seek the consent of other parties and include in the motion a certification that the party sought consent. If a party does not include such a certification, Judge Krauthamer may summarily deny the motion.

**Proposed order:** Administrative Order 06-17 requires a party eFiling a motion to submit electronically to chambers at [JudgeKrauthamerESERVE@dcsc.gov](mailto:JudgeKrauthamerESERVE@dcsc.gov) a proposed order in a format that can be edited (generally Word or Word Perfect). Counsel's adherence to this Administrative Order assists the Court in ruling on motions and informing counsel of the Court's decision in an expeditious manner. If an attorney does not submit a proposed order in such format, Judge Krauthamer may summarily deny the motion.

**Courtesy Copies:** Administrative Order 06-17 requires that when an entire eFiling including exhibits exceeds twenty-five pages, a paper courtesy copy should be mailed or hand-delivered to Chambers in addition to eService. Again, counsel's adherence to this Administrative Order assists the Court in ruling on motions and informing counsel of the Court's decision in an expeditious manner. If an attorney fails to submit courtesy copies as required, Judge Krauthamer may summarily deny the motion.

**Length of filings:** No party may submit a motion and memorandum (or an opposition to a motion and memorandum in support thereof) more than fifteen double-spaced pages in length, excluding exhibits, without leave of Judge Krauthamer. Judge Krauthamer grants leave to file longer documents only in extraordinary circumstances. If a party fails to comply with this rule, Judge Krauthamer may summarily deny the motion.

**Reply briefs:** Parties who wish to file a reply brief may do so within five business days of the filing of an opposition brief without leave of the Court. No party may submit a reply to an opposition more than five double-spaced pages long, excluding exhibits, without leave of Judge Krauthamer. Sur-replies may not be filed without leave of Judge Krauthamer.

**E-Filed Motions:** It generally takes up to two business days for the Clerk's Office to process filings. If a party has a question about the status of a pending motion, it should check online at [www.dccourts.gov/pa](http://www.dccourts.gov/pa), or contact the Clerk's Office at (202) 879-1133, or check Casefileexpress.com.

#### V. PRETRIAL CONFERENCES AND PRETRIAL STATUS HEARINGS

**Non-party principals:** Any request to excuse a non-party principal from personal attendance at a mediation, pretrial conference, or settlement conference should be made by motion at least two weeks prior to the date of the conference.

**Joint pretrial statements:** Counsel and parties are reminded that Superior Court Rule of Civil Procedure 16(e) requires the filing of a joint pretrial statement no later than one week prior to the pretrial conference. Judge Krauthamer may *sua sponte* cancel and continue a pretrial conference if the parties have not timely filed the joint pretrial statement.

**Motions *in Limine*:** Judge Krauthamer generally rules on motions *in limine* at the pretrial conference. Notwithstanding the later deadline set forth in Superior Court Rule of Civil Procedure 16(d), parties should file motions *in limine* at least three weeks before the pretrial conference, unless the Court grants leave to file them later. Oppositions to such motions should be filed no later than one week prior to the pretrial conference.