

**IN THE UNITED STATES DISTRICT COURT
FOR THE EASTERN DISTRICT OF TEXAS**

**STANDING ORDER REGARDING PROPER NOTIFICATION OF
SETTLEMENT TO THE COURT IN CASES PENDING BEFORE JUDGE ROBERT
SCHROEDER**

A consistent and uniform manner of notifying the Court when a matter has been settled and resolved is of material benefit to the parties, attorneys, and the Court as it promotes the Court's ability to monitor and manage its docket.

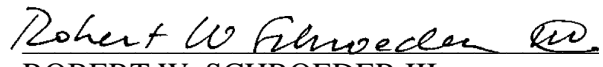
Accordingly, the Court **ORDERS** that promptly upon the settlement in principle of any case pending before this Court, whether such settlement is reached by formal mediation, privately between the parties or otherwise, the parties shall jointly file a motion with the Court styled as follows: Joint Motion To Stay All Deadlines and Notice of Settlement. Such joint motion **SHALL** (1) affirmatively state that all matters in controversy between the parties have been settled in principle, (2) provide the general terms and amount of the settlement,¹ (3) request that the Court stay for some specific and reasonable period of time, up to 30 days, the unreachd deadlines contained in the Court's Docket Control Order, or stay the entry of a Docket Control Order if one has yet to be entered, so that appropriate dismissal papers may be submitted and (4) stipulate that if any issues arise in formalizing the settlement papers, the parties agree to submit such issues to the Court for final resolution. The parties may request a stay for greater than 30 days if good cause is shown.

A motion indicating that the parties are communicating about settlement but one which stops short of an express indication that the matters in controversy have, in fact, settled will not ordinarily support an order staying the existing deadlines. Other filings (such as and for example

¹ A Memorandum of Understanding or email confirmation of the terms may be attached to reflect such terms. If settlement terms are deemed "Confidential," the Notice may be filed under seal by including a Certificate of Authorization to File Under Seal referencing this Standing Order. *See* Local Rule CV-5(a)(7)(A).

only—a mere notice of settlement) shall not be adequate to comply with this Order or to secure a stay of existing deadlines. Such noncompliant filings shall not support later requests to reset missed deadlines or otherwise amend the Docket Control Order.

SIGNED this 15th day of January, 2016.


ROBERT W. SCHROEDER III
UNITED STATES DISTRICT JUDGE