U.S. District Court, District of Colorado

Summary of Local and Federal Rule Changes Effective December 1, 2014

The Advisory Committee on the Local Rules of Practice completed the following in this cycle of Rule Changes:

- the completion of a project to restyle, reformat, and simplify the local <u>criminal</u> rules to make them more easily understood and to make numbering, style, format, and terminology consistent throughout the rules;
- the consideration of 12 pending comments from prior years (2009 through 2013) and 34 comments submitted during this rules cycle, resulting in 4 matters referred to other court committees, 6 comments declined for adoption, 5 tabled for later consideration, 4 issues resolved administratively, and 27 comments adopted;
- the continued conversion of existing general, standard and administrative orders to local rules;
- provided updates to the rules applicable to members of the bar; and
- the conversion of successful pilot programs into local rules.

As a result, the Local Rules revisions do the following:

- the local criminal rules are restyled and reformatted;
- certain rules are renumbered and relocated:
- certain rules are repealed as no longer necessary;
- certain rules replace existing general orders;
- two pilot projects are integrated into new or existing rules.

Local Rule Number and Title	Practice Under Previous Local Rule	New Practice Under Revised Local Rule (new provisions important for staff are listed in bold).	Related Federal Rule or Statute (listed in bold if revised in this year's federal rules cycle).
		CIVIL RULES	
D.C.COLO.LCivR 1.1 Scope Of The Local Civil Rules	Provides guidance on citation and numbering format, scope, effective date, definitions, and pilot project	Definition of "Judicial Officer" includes circuit judge sitting by assignment.	Fed. R. Civ. P. 1, Scope and Purpose

	procedures. Subdivision (e): "Judicial Officer" definition limited to district and magistrate judges. Subdivision (g): "Forms" defined. Subdivision (h): Initial term of Pilot Programs limited to one year.	Forms (always a court creation and design) replaced by CM/ECF definition Pilot Programs' initial term extended to 18 months.	
D.C.COLO.LCivR 1.2 Forms	Court approved forms are found on the court website Judicial officers may have their own specific forms on their website.	Stylistic Revision.	Fed. R. Civ. P. 84, Forms; and Federal Rules' Appendix of Forms
D.C.COLO.LCivR 3.1 <u>Civil</u> <u>Cover Sheet</u>	The Civil Cover Sheet provides proper assignment data for the clerk's office, and statistical data for the court.	Stylistic Revision.	Fed. R. Civ. P. 3, Commencing an Action Compiling case statistics is a court duty derived from 28 U.S.C. § 604(a)(2)-(4) Duties of Director [of the A.O.] Generally
D.C.COLO.LCivR 3.2 Notice Of Related Cases	Parties must inform the court of all related cases pending in this or other courts. Subdivision (b): Related cases defined = cases with common facts, claims, and at least one party in common.	Subdivision (b): Related case def. expanded to include cases not just with commonality of fact, claim or party, but also "mass filings of identical cases against different parties, usually by the same law firm." Subdivision (d): Rule spells out that the judge to whom the first such case is assigned is obligated to call the conference at the earliest possible time.	Fed. R. Civ. P. 3, Commencing an Action Rules of Procedure of the U.S. Judicial Panel on Multidistrict Litigation 28 U.S.C. § 1407 Multidistrict Litigation
D.C.COLO.LCivR 5.1 Formatting, Signatures, Filing, And Serving Pleadings And Documents	Electronic Filing through CM/ECF mandated, with certain exceptions paper filings for unrepresented parties, unconventional materials, certain	Stylistic Revisions Subdivision (a): Electronic <u>Signatures</u> specifically authorized.	Fed. R. Civ. P. 5, Serving and Filing Pleadings and Other Papers;

	documents that must be e-mailed. Facsimile filing eliminated. The Notice of Electronic Filing (NEF) serves as the Certificate of Service [therefore, mailing the NEF to non e-filers suffices]. Response/reply time calculated from date of electronic filing. Forms and procedures for unrepresented parties are posted on the court website. Response/reply time calculated from date of electronic filing)		E-Government Act of 2002, Pub. L. No. 107- 347, Sec. 205 Fed. R. Civ. P. 6, Computing and Extending Time; Time for Motion Papers
D.C.COLO.LCivR 5.3 Non- Filed Discovery Materials	 Emphasizes that discovery materials are not to be filed. Custodian bears the burden of producing a deposition transcript at trial.	Subdivision (b): An <u>unrepresented prisoner</u> may send discovery requests (depositions by written questions, interrogatories, request for production or inspection, and requests for admission) to the clerk; the requests will be filed and thereby electronically served to the opposing party(ies).	Fed. R. Civ. P. 5, <u>Serving</u> and Filing Pleadings and Other Papers
D.C.COLO.LCivR 6.1 Extension Of Time Or Continuance	Stipulations and motions for extensions of time	No change.	Fed. R. Civ. P. 6, <u>Computing and Extending</u> <u>Time; Time for Motion</u> <u>Papers</u>
D.C.COLO.LCivR 7.1 Motions	Duty to confer, with exceptions.Motion briefing deadlines.Motions filing requirements.	Stylistic revisions.	Fed. R. Civ. P. 7, Pleadings Allowed: Form of Motions and Other Papers
D.C.COLO.LCivR 7.2 Public Access To	Instructions for the filing of restricted motions and documents.	Stylistic revisions.	Fed. R. Civ. P. 7, Pleadings Allowed: Form

Documents And Proceedings			of Motions and Other Papers Fed. R. Civ. P. 5.2, Privacy Protection for Filings Made with the Court
D.C.COLO.LCivR 8.1 <u>Unrepresented (Pro Se)</u> <u>Parties</u>	Instructions for unrepresented prisoner and pro se parties.	No changes.	Fed. R. Civ. P. 8, General Rules of Pleading; 28 U.S.C. § 1915A Screening 42 U.S.C. § 1997e Prison Litigation Reform Act
D.C.COLO.LCivR 10.1 Format Of Papers Pleadings And Documents Presented For Filing	Basic formatting requirements. See also Forms page of district court website, Sample Pleading – Civil and Sample Pleading – Civil	Stylistic revisions.	Fed. R. Civ. P. 10, Form of Pleadings; See "Sample Pleading - Civil (PDF)" on Forms page of website.
D.C.COLO.LCivR 11.1 Appearance	Attorney and Unrepresented Party appearances by signature or court appearance; prohibition against delegation of signatures; signature page retention rule; non-applicability to U.S. Government attorneys of rule that only members of the court's bar may sign documents, withdrawal of appearance by motion only.	Rule merged into LAttyR 5. Includes change of contact information requirement for attorneys and unrepresented parties. Counsel required to complete and file Entry of Appearance form, with identifying information and certification of being in good standing statement, or provide such information on initial pleading or document in the case.	Fed. R. Civ. P. 11, Signing Pleadings, Motions, and Other Papers: Representations to the Court; Sanctions 28 U.S.C. § 515 Authority for Legal Proceedings; Commission, Oath, and Salary for Special Attorneys [Exemption for DOJ Attys.]
D.C.COLO.LCivR 15.1 Amended Pleading	Amendment as a matter of course or by motion.	No changes.	Fed. R. Civ. P. 15, Amended and Supplemental Pleadings

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D.C.COLO.LCivR 16.1 Scheduling Conference	Instructions for Scheduling Conference. Fed. Rule 26 guidelines followed. Preparation of Scheduling Order responsibilities.	No changes.	Fed. R. Civ. P. 16(b)-(c), Pretrial Conferences; Scheduling Management Fed. R. Civ. P. 26, Duty to Disclose; General Provisions Governing Discovery
D.C.COLO.LCivR 16.2 Scheduling Order	Reference to Scheduling Order instructions on Forms page on website.	No changes.	Fed. R. Civ. P. 26, <u>Duty to Disclose</u> ; <u>General Provisions Governing Discovery</u> D.C.COLO.LAPR 16.1 <u>AP Case Management</u>
D.C.COLO.LCivR 16.3 Final Pretrial Order	Reference to Scheduling Order instructions on Forms page on website.	No changes.	Fed. R. Civ. P. 16(d)-(e), Pretrial Conferences; Scheduling Management
D.C.COLO.LCivR 16.6 Alternative Dispute Resolution	Mandatory Alternative Dispute Resolution in civil cases.	Clarification that confidentiality obligation of party or magistrate judge includes communications made in early neutral evaluation proceedings.	28 U.S.C. § 651 Authorization of Alternative Dispute Resolution 28 U.S.C. § 652 Jurisdiction
D.C.COLO.LCivR 26.1 Compliance With Fed. R. Civ. P. 26 Requirements	Scheduling and Final Pretrial Orders comply with specific document submission requirements of Rule 26.	No changes.	Fed. R. Civ. P. 26, <u>Duty to</u> <u>Disclose; General</u> <u>Provisions Governing</u> <u>Discovery</u>
D.C.COLO.LCivR 30.1 Deposition	Parties required to give 14 day notice, and focus on limiting time and expense of depositions.	No changes.	Fed. R. Civ. P. 30 Depositions by Oral Examinations Fed. R. Civ. P. 29, Stipulations About

			Discovery Procedure,
D.C.COLO.LCivR 30.2 Filing Motion For Protective Order, Motion To Limit Examination, Or Objection To Discovery Order	Automatic stay of the particular discovery proceeding until the court resolves the dispute Motions for protective orders, and motions to terminate or limit depositions. An objection to a discovery order of a magistrate judge does not automatically stay the discovery issue; a motion must be filed to obtain a stay.	No changes.	Fed. R. Civ. P. 26 <u>Duty to Disclose; General Provisions Governing Discovery:</u> Fed. R. Civ. P. 30 <u>Depositions by Oral Examinations</u> Fed. R. Civ. P. 37 <u>Failure to Make Disclosures or to Cooperate in Discovery; Sanctions</u>
D.C.COLO.LCivR 30.3 Sanctions For Abusive Deposition Conduct	Specific types of abusive conduct addressed, and potential consequences of such abuse.	No changes.	Fed. R. Civ. P. 30 Depositions by Oral Examinations
D.C.COLO.LCivR 37.1 <u>Discovery Motion</u>	Direction to counsel to identify the problematic discovery request.	No changes.	Fed. R. Civ. P. 37 Failure to Cooperate in Discovery; Sanctions.
D.C.COLO.LCivR 40.1 Assignment Of Cases	Standard case assignment procedures, the random draw process, senior judge declinations, special exceptions including AP cases, recusal and adjustments.	 Stylistic revisions. "Work parity" clarification = applies to both district and magistrate judges. Senior Judge limited participation in the random draw by a stated percentage can be given to the chief judge by notice (written or electronic). 	28 U.S.C. § 137 - Division of business among district judges "The business of a court having more than one judge shall be divided among the judges as provided by the rules and orders of the court."
D.C.COLO.LCivR 40.2 <u>Trial</u> <u>Calendar And Notice Of</u> <u>Settlement Or Resolution</u>	Counsel / parties required to file written notice to court of scheduling conflicts with other courts, or of settlement of case.	No changes.	Fed. R. Civ. P. 40 Scheduling Cases for Trial

D.C.COLO.LCivR 41.1 Dismissal	Potential dismissal of case by the court for failure to prosecute or comply with the court's orders.	No changes.	Fed. R. Civ. P. 41 <u>Dismissal of Actions</u>
D.C.COLO.LCivR 41.2 Administrative Closure	A case may be administratively closed, initiated by the court or at the request of the parties.	Stylistic revisions.	Fed. R. Civ. P. 41(a) Dismissal of Actions (voluntary dismissals = without prejudice)
D.C.COLO.LCivR 42.1 Motion To Consolidate	Consolidation procedure.	Consolidated case reassignment can include reassignment to any judicial officer, not just district judge.	Fed. R. Civ. P. 42 Consolidation; Separate Trials
D.C.COLO.LCivR 43.1 Hearing And Trial Procedures	Judicial officers can establish procedures through their own practice standards; link to website where practice standards are listed.	Stylistic revisions.	
D.C.COLO.LCivR 45.1 Subpoena Service	Subpoenas must be served no later than 7 days before date specified.	No changes.	Fed. R. Civ. P. 45 Subpoena
D.C.COLO.LCivR 47.2 Communication With Jurors	No communication with jurors unless authorized by the court.	Stylistic revisions.	Local Privacy Provisions Pertaining to Jurors: General Order 14-3: Because of advances in CM/ECF restriction procedures, General Order 07-3: In the Matter of Protecting the Privacy and Security of Jurors is vacated. District Of Colorado Revised Jury Plan For Random Jury Selection, Paragraph 5. Public Access

D.C.COLO.LCivR 54.1 Taxation Of Costs	Taxation of costs by the clerk procedures.	Stylistic revisions.	Fed. R. Civ. P. 54 <u>Judgment; Costs</u> , (d)(1) Costs Other Than Attorney's Fees; See also 28 U.S.C. § 1920 <u>Taxation of Costs</u>
D.C.COLO.LCivR 54.2 <u>Jury</u> <u>Cost Assessment</u>	Notice of settlement of case must be given to the court by noon of business day before trial.	Stylistic revisions.	See 28 U.S.C. § 1871 [Jury] Fees. Failure to provide court notice of case resolutions risks the unnecessary payment of attendance, travel, subsistence allowances and other miscellaneous costs.
D.C.COLO.LCivR 54.3 Attorney Fees	Attorney Fees motion requirements.	No changes.	Fed. R. Civ. P. 54 <u>Judgment; Costs</u> , (d)(2) Attorney's Fees
D.C.COLO.LCivR 55.1 Default Judgment For A Sum Certain	Instructions for entry of default judgment by clerk under Fed. R. Civ. P. 55(b)(1).	No changes.	Fed. R. Civ. P. 55 <u>Default;</u> <u>Default Judgment</u> , (b)(1) Entering a Default Judgment, By the Clerk.
D.C.COLO.LCivR 56.1 Motion For Summary Judgment	Filing and content instructions, deadlines.	Stylistic revisions.	Fed. R. Civ. P. 56 Summary Judgment
D.C.COLO.LCivR 65.1 Temporary Restraining Order	Filing and content instructions, deadlines.	Stylistic revisions.	Fed. R. Civ. P. 65 Temporary Restraining Order

D.C.COLO.LCivR 67.1 Bonds And Other Sureties	Party or counsel restrictions against serving as a personal surety; power of attorney for agent of approved surety company required to be filed with the clerk.	No changes.	For the U.S. Treasury Department's list of approved surety companies, visit: http://www.fiscal.treasury.gg ov/fsreports/ref/suretyBnd/ c570_a-z.htm
D.C.COLO.LCivR 67.2 Court Registry	Registry depositing, investing, and disbursement requirements.	Stylistic revisions.	Fed. R. Civ. P. 67 Deposit into Court 28 U.S.C. § 2041 Deposit of Moneys in Pending or Adjudicated Cases and § 2042, Withdrawal
D.C.COLO.LCivR 72.1 General Authority And Duties Of A Magistrate Judge	General authority of magistrate judges, rule and statute-based duties, and duties permissible when granted by reference from district judge.	Paragraph (b)(5): determinations on motions to proceed in forma pauperis limited to approval of such motions; since a denial for an i.f.p. request has dispositive consequences, a magistrate judge in that circumstance should issue a report and recommendation for a de novo determination by the district court.	Fed. R. Civ. P. 72. Magistrate Judges: Pretrial Order Fed. R. Civ. P. 53. Masters Regarding In Forma Pauperis determinations, see Lister v. Dept. of Treasury, 408 F.3d 1309, 1312 (10th Cir. 2005).
D.C.COLO.LCivR 72.2 Consent Jurisdiction Of A Magistrate Judge	Consent to a Magistrate Judge procedures (Note: these guidelines are similar, though not the equivalent, to the Magistrate Judge Consent Pilot Project).	Subdivision (d): Standard deadline for unanimous consent form to be submitted (14 days after discovery cutoff date) can be adjusted / extended by order of the court.	Fed. R. Civ. P. 73. Magistrate Judges: Trial by Consent; Appeal 28 U.S.C. § 636 Jurisdiction, Powers, and Temporary Assignment [of Magistrate Judges]

D.C.COLO.LCivR 72.3 Reference Of A Dispositive Motion To A Magistrate Judge	Consent to a Magistrate Judge for Dispositive Motion procedures.	Subdivision (a): Requirement that motion must be pending for more than six months eliminated; Motions to amend can be dispositive, and added to list of qualifying motions available for magistrate judge determination. Subdivision (b): clarification that parties can consent to determination of motion by the <u>assigned</u> magistrate judge; and consent by the parties comes in the form of a <u>notice</u> , not motion.	Fed. R. Civ. P. 73. Magistrate Judges: Trial by Consent; Appeal 28 U.S.C. § 636 Jurisdiction, Powers, and Temporary Assignment
D.C.COLO.LCivR 77.1 <u>Time</u> And Place Of Filing	Filing deadlines for pleadings and documents, electronically filed or not.	Stylistic revisions.	Fed. R. Civ. P. 77. Conducting Business; Clerk's Authority; Notice of an Order or Judgment [clerical correction made to federal rule in 2014.] See also Fed. R. Civ. P. 7 Pleadings Allowed; Form of Motions and Other Papers
D.C.COLO.LCivR 77.2 Communication With A Judicial Officer	Ex Parte communications continue to be prohibited; rule continues policy that there shall not be a direct communication from a party to a judicial officer about the current proceeding. The Clerk's Office continues to serve as the recipient of matters needing to be brought to the court's attention.	No changes.	See 28 U.S.C. § 455 Disqualification of Justice, Judge or Magistrate Judge, (b)(1): Disqualification on grounds of personal knowledge of a case.
D.C.COLO.LCivR 79.1 Custody Of Pleadings, Documents, And Exhibits	Removal of pleadings, documents, and exhibits from court offices prohibited unless otherwise ordered.	No changes.	Fed. R. Civ. P. 79 Records Kept by the Clerk
D.C.COLO.LCivR 79.2	Clerk continues to maintain control		Fed. R. Civ. P. 79 Records

Inspection Of Physical Evidence	and supervision of exhibits.	Standard of "to preserve the evidence" added to provide guidance to the clerk.	Kept by the Clerk
D.C.COLO.LCivR 81.1 Procedure For Removal	Removal. Note: Criminal Case removal procedures are now provided in 28 U.S.C. § 1455 Procedure for Removal of Criminal Prosecutions	Stylistic revisions.	28 U.S.C. § 1446 Procedure for Removal of Civil Actions 28 U.S.C. § 1455 Procedure for Removal of Criminal Prosecutions
D.C.COLO.LCivR 83.1 <u>Cameras and Recording</u> <u>Devices</u>	Cameras and recording devices generally prohibited with exceptions. Sanctions for unauthorized use.	 Stylistic revisions. Camera introduction or use in the building prohibited. "Electronic tablet" added as a permissible device. Sanctions for violations expanded to account for preservation of evidence procedures. 	
D.C.COLO.LCivR 83.2 Security	Court security procedures.	Stylistic revisions.	
D.C.COLO.LCivR 83.3 Accommodation Under Americans With Disabilities Act	Deadline for litigants to inform the court of ADA accommodations is 7 days prior to hearing.	Stylistic revisions. Note: Regarding Barrier-Free Access. The federal courts are required to conform to the standard of the Architectural Barriers Act of 1968 for new construction and renovation of existing facilities. The Architectural Barriers Act Standard (ABAAS) is the GSA accessibility standard. The standard is based on the ADAAG published by U.S. Access Board on July 23, 2004. See U.S. Courts Design Guide, Chapter 3-4, Planning for U.S. Courthouses, Judicial Conference of the United States, 2007.	See Judicial Conference Guidelines for Services to the Hearing Impaired and Other Persons with Communications Disabilities, Guide to Judiciary Policy, Volume 5, Court Interpreting, Chapter 2, §. 255. GSA – Federal Management Regulations, Subpart C—Architectural Barriers Act, 102-76.60 through 102-76.95.

Automatic referral of bankruptcy matters; procedures for withdrawal of reference to bankruptcy court; treatment of "core" and "pon-core"	lure for "core" matters may result in the cy judge or a district judge determining that either der or a proposed findings of fact and onal authority; bankruptcy judge may choose to or abstain from a proceeding based on onal issues. See also Federal Rules of Bankruptcy Procedure and Local Bankruptcy Rules for the District of Colorado The bankruptcy court should hear the proceeding and submit proposed findings of fact and conclusions of law to the district court for de novo review and entry of judgment. Re: "core" and "non-core" issue, see Executive Benefits Ins. Agency v. Arkison, 134 S. Ct. 2165, 2173, 189 L. Ed. 2d 83 (2014)
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Local Rule Number and Title	Practice Under Previous Local Rule	New Practice Under Revised Local Rule (new provisions important to staff are listed in bold).	Related Federal Rule or Statute (if revised, listed in bold).		
	CRIMINAL RULES				
D.C.COLO.LCrR 1.1 Scope Of The Local Criminal Rules	Provides guidance on citation and numbering format, scope, effective date, definitions, and pilot project procedures. Subdivision (e): "Judicial Officer" definition limited to district and magistrate judges. Subdivision (g): "Forms" defined. Subdivision (h): Initial term of Pilot Programs limited to one year.	Definition of "Judicial Officer" includes circuit judge sitting by assignment. Forms (always a court creation and design) replaced by CM/ECF definition. Pilot Programs' initial term extended to 18 months.	Fed. R. Crim. P. 1, Scope; Definitions		
D.C.COLO.LCrR 1.2 Forms	Court approved forms are found on the court website Judicial officers may have their own specific forms on their website.	Stylistic revisions.	There is not a specially designated Federal Criminal Rule for Forms		
D.C.COLO.LCrR 6.1 Grand Jury	Grand jury supervision by designated district judges, and access to indictment restrictions.	The access to Indictment restrictions have been moved to D.C.COLO.LCrR 47.1 Public Access To Cases, Documents, And Proceedings, Subparagraph (f)(2)(D), Documents that shall be filed with Level 3 access (access limited to the filing party and the court).	Fed. R. Crim. P. 6, The Grand Jury [The amendment to Rule 6 is a technical replacement of the citation to 50 U.S.C. § 401a with a citation to 50 U.S.C. § 3003.]		

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	The information sheet regarding		
D.C.COLO.LCrR 7.1 Penalty Information Sheet	potential imprisonment terms, fines, etc. filed by the U.S. Attorney's office on initiation of a criminal case.	Stylistic revisions. Change in terminology for accuracy.	Fed. R. Crim. P. 7, The Indictment and the Information
D.C.COLO.LCrR 11.1 Pleas	Provides guidance regarding notice of plea, assignment to judge, document requirements, and court procedures.	Stylistic revisions.	Fed. R. Crim. P. 11, Pleas.
D.C.COLO.LCrR 12.1 Motions To Join Motion Prohibited	Motions to join other party's motions prohibited. A party may specifically adopt components of another party's motion, per specific method.	Stylistic revisions.	Fed. R. Crim. P. 12, Pleadings and Pretrial Motions. Federal rule changes to Rules 12 and 34 provide greater clarity regarding Rule 12's purpose – filing of pretrial motions; maintaining the distinction between motions that must be made before trial and those that may be made at any time; recognizing lack of jurisdiction as the only motion that may be made "at any time while the case is pending"; and identifying both the deadlines for filing motions and the consequences of missing those deadlines.
D.C.COLO.LCrR 17.1.1 Pretrial Conference	Magistrate Judge and parties' duties at Discovery Conference, and procedure for arranging motions deadline and trial date.	Stylistic revisions.	Fed. R. Crim. P. 17.1, Pretrial Conference

D.C.COLO.LCrR 24.1 Communication With Jurors	No communication with jurors unless authorized by the court.	Stylistic revisions.	Local Privacy Provisions Pertaining to Jurors: General Order 14-3: Because of advances in CM/ECF restriction procedures, General Order 07-3: In the Matter of Protecting the Privacy and Security of Jurors is vacated. District Of Colorado Revised Jury Plan For Random Jury Selection, Paragraph 5. Public Access
D.C.COLO.LCrR 32.1 Sentencing Documents	Sentencing Statements, Objections to PSR, Motions for Variance, restricted access policy.	Stylistic revisions. New subdivision (e): Disclosure of Probation Reports. Confidentiality policy in general; the Chief Probation Officer may authorize disclosure of records to court, law enforcement or other associated agencies; private parties may make requests in conformity with federal judiciary records request policies and with approval of presiding judge.	Fed. R. Crim. P. 32 Sentencing and Judgment See also 18 U.S.C. § 3553 Imposition of a Sentence Regarding procedures for requesting access to probation records, see Guide to Judiciary Policy, Vol. 20, Ch. 8, § 850(a)(11) Procedure When Request Is Made [pp. 8-9].
D.C.COLO.LCrR 44.1 Appearance	Attorney and Unrepresented Party appearances by signature or court appearance; prohibition against delegation of signatures; signature page retention rule; non-applicability to U.S. Government attorneys of rule	Rule merged into LAttyR 5. Includes change of contact information requirement for attorneys and unrepresented parties. Counsel required to complete and file Entry of Appearance form, with identifying information and certification of being in good standing statement, or provide such information on initial pleading or document	28 U.S.C. § 515(a) <u>Authority for Legal</u> <u>Proceedings</u>

	that only members of the court's bar may sign documents; withdrawal of appearance by motion only.	in the case.	
D.C.COLO.LCrR 46.1 Court Registry	Registry depositing, investing, and disbursement requirements.	Stylistic revisions.	28 U.S.C. § 2041 Deposit of Moneys in Pending or Adjudicated Cases and § 2042, Withdrawal
D.C.COLO.LCrR 47.1 Public Access To Cases, Documents, And Proceedings	Instructions for the filing of restricted motions and documents.	 Stylistic revisions. Subdivision (f) Documents Subject to Presumptive Restriction – provides more detailed description of levels of restriction, and which parties have access. Grand Jury Indictment restriction procedures moved from LCrR 6.1. 	Fed. R. Crim. P. 12, Pleadings and Pretrial Motions Fed. R. Crim. P. 49.1, Privacy Protection for Filings Made with the Court
D.C.COLO.LCrR 49.1 Formatting, Signatures, Filing, And Serving Pleadings And Documents	Electronic Filing through CM/ECF mandated, with certain exceptions paper filings for unrepresented parties, unconventional materials, certain documents that must be e-mailed. Facsimile filing eliminated. The Notice of Electronic Filing (NEF) serves as the Certificate of Service [therefore, mailing the NEF to non e-filers suffices]. Response/reply time calculated from date of electronic filing. Forms and procedures for unrepresented parties are posted on the court website.	Stylistic Revisions Subdivision (a): Electronic Signatures specifically authorized.	Fed. R. Crim. P. 49, Serving and Filing Papers; E-Government Act of 2002, Pub. L. No. 107- 347, Sec. 205; Fed. R. Crim. P. 6, Computing and Extending Time

	Response/reply time calculated from date of electronic filing)		
D.C.COLO.LCrR 49.3 Format of Pleadings And Documents Papers Presented For Filing	Basic formatting requirements. See also Forms page of district court website, Sample Pleading – Civil and Sample Pleading – Civil	Stylistic Revisions.	Fed. R. Crim. P. 49(d), Serving and Filing Papers, references requirements set forth in corresponding civil rule, Fed. R. Civ. P. 10, Form of Pleadings. See "Sample Pleading - Criminal (PDF)" on Forms page of website.
D.C.COLO.LCrR 50.1 Assignment Of Cases	Standard case assignment procedures, the random draw process, senior judge declinations, special, recusal and adjustments.	Stylistic revisions. Senior Judge limited participation in the random draw by a stated percentage can be given to the chief judge by notice (written or electronic). New paragraph (c)(3): "A majority of the district judges may provide for the assignment of criminal cases which may be heard outside Denver, Colorado, in another location where court may be held under 28 U.S.C. § 85." Provides for the assignment of cases in other locations in the state, which includes Boulder, Colorado Springs, Denver, Durango, Grand Junction, Montrose, Pueblo, and Sterling. With this paragraph, the district court adopts and implements the Pilot Program to Implement a Term of Court in Durango Pilot Project.	28 U.S.C. § 137 - Division of business among district judges "The business of a court having more than one judge shall be divided among the judges as provided by the rules and orders of the court."
D.C.COLO.LCrR 26.1 53.1 <u>Hearing And Trial</u> <u>Procedures</u>	Judicial officers can establish procedures through their own practice standards; link to website where practice standards are listed.	Stylistic revisions Numbering change from 26.1 to 53.1. [The Uniform Numbering System assigns 53.1 to "Regulation of Conduct in the Courtroom." See Uniform Numbering System for Local	

		Rules of Court (April 1996). http://www.uscourts.gov/RulesAndPolicies/rules/archives/fjc-studies-and-related-publications.aspx]	
D.C.COLO.LCrR 55.1 <u>Custody Of Pleadings,</u> <u>Documents, And</u> <u>Exhibits</u>	Removal of pleadings, documents, and exhibits from court offices prohibited unless otherwise ordered.	Stylistic revisions.	Fed. R. Crim. P. 55 Records
D.C.COLO.LCrR 55.2 Inspection Of Physical Evidence	Clerk continues to maintain control and supervision of exhibits.	Standard of "to preserve the evidence" added to provide guidance to the clerk.	Fed. R. Crim. P. 55 Records
D.C.COLO.LCrR 56.1 Time And Place Of Filing	Filing deadlines for pleadings and documents, electronically filed or not.	Stylistic revisions.	Fed. R. Crim. P. 56. When Court is Open See also Fed. R. Crim. P. 12 Pleadings and Pretrial Motions
D.C.COLO.LCrR 57.1 General Authority And Duties Of A Magistrate Judge	General authority of magistrate judges, rule and statute-based duties.	 Stylistic revisions. Statutory references added where necessary: bond considerations, Speedy Trial Act determinations, jury trials of misdemeanors. Paragraph (b)(16) clarifies that magistrate judges may not conduct jury trials of petty offenses. Paragraph (b)(23) clarifies that duties may include post judgment matters, if authorized by law. New paragraph (b)(25) authorizes magistrate judges to conduct competency hearings, for recommendation to district judge. New paragraph (b)(26) authorizes magistrate judges to conduct suppression hearings, for recommendation to district judge. 	Fed. R. Crim. P. 59 Matters Before a Magistrate Judge 28 U.S.C. § 636 Jurisdiction, Powers, and Temporary Assignment [of Magistrate Judges]

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D.C.COLO.LCrR 57.2 Communication With A Judicial Officer	Ex Parte communications continue to be prohibited; rule continues policy that there shall not be a direct communication from a party to a judicial officer about the current proceeding. The Clerk's Office continues to serve as the recipient of matters needing to be brought to the court's attention.	No changes.	See 28 U.S.C. § 455 Disqualification of Justice, Judge or Magistrate Judge, (b)(1): Disqualification on grounds of personal knowledge of a case.
D.C.COLO.LCrR 57.3 <u>Cameras And Recording</u> <u>Devices</u>	Cameras and recording devices generally prohibited with exceptions. Sanctions for unauthorized use.	 Stylistic revisions. Camera introduction or use in the building prohibited. "Electronic tablet" added as a permissible device. Sanctions for violations expanded to account for preservation of evidence procedures. 	
D.C.COLO.LCrR 57.4 Security	Court security procedures.	Stylistic revisions.	
D.C.COLO.LCrR 57.5 <u>Accommodations Under</u> <u>Americans With</u> <u>Disabilities Act</u>	Deadline for litigants to inform the court of ADA accommodations is 7 days prior to hearing.	Stylistic revisions. Note: Regarding Barrier-Free Access. The federal courts are required to conform to the standard of the Architectural Barriers Act of 1968 for new construction and renovation of existing facilities. The Architectural Barriers Act Standard (ABAAS) is the GSA accessibility standard. It replaces the pervious UFAS/ADAAG requirements for accessibility. The standard is based on the ADAAG published by U.S. Access Board on July 23, 2004. See U.S. Courts Design Guide, Chapter 3-4, Planning for U.S. Courthouses, Judicial	See Judicial Conference Guidelines for Services to the Hearing Impaired and Other Persons with Communications Disabilities, Guide to Judiciary Policy, Volume 5, Court Interpreting, Chapter 2, §. 255. GSA – Federal Management Regulations,

		Conference of the United States, 2 0 0 7.	Subpart C—Architectural Barriers Act, 102-76.60 through 102-76.95.
D.C.COLO.LCrR 58.1 Forfeiture Of Collate In Lieu Of Appearance And Notice Of Conviction	appear; the state may be notified of	Stylistic revisions Subdivision (h) incorporates General Order 07-2, the Order Amending the Court's Procedure for the Submission, Approval and Updating of Collateral Forfeiture Schedules Pursuant to Fed. R. Crim. P. 58(d)(1) and D.C.Colo.LCrR 58.1(A).	Fed. R. Crim. P. 58 Petty Offenses and Other Misdemeanors The federal rules committee revision to Rule 58, Petty Offenses and Misdemeanors, conforms to Article 36 of the Vienna Convention on Consular Relations.

Local Rule Number and Title	Practice Under Previous Local Rule	New Practice Under Revised Local Rule (new provisions important to staff are listed in bold).	Related Federal Rule or Statute (if revised, listed in bold).
		AP RULES	
D.C.COLO.LAPR 1.1 Scope Of The Local AP Rules	Provides guidance on citation and numbering format, scope, effective date, definitions, and pilot project procedures. Subdivision (e): "Judicial Officer" definition limited to district and magistrate judges. Subdivision (g): "Forms" defined. Subdivision (h): Initial term of Pilot Programs limited to one year.	Definition of "Judicial Officer" includes circuit judge sitting by assignment. Forms (always a court creation and design) replaced by CM/ECF definition. Pilot Programs' initial term extended to 18 months.	Fed. R. Civ. P. 1, Scope and Purpose
D.C.COLO.LAPR 1.2 Forms	Court approved forms are found on the court website Judicial officers may have their own specific forms on their website.	Stylistic Revision.	Fed. R. Civ. P. 84, Forms; and Federal Rules' Appendix of Forms
D.C.COLO.LAPR 3.1 <u>Civil</u> <u>Cover Sheet</u>	The Civil Cover Sheet provides proper assignment data for the clerk's office, and statistical data for the court.	Stylistic Revision.	Fed. R. Civ. P. 3, Commencing an Action; 28 U.S.C. § 604(a)(2)- (4) Duties of Director [of the A.O.] Generally
D.C.COLO.LAPR 10.2 Commencement Of Action And Form Of Pleading	This rule lists the different types of civil actions that fall under the "appellate rule."	No change.	42 USC § 405 <u>Evidence, Procedure,</u> <u>And Certification For</u> <u>Payments, subpara. (g)</u> <u>Judicial review, of</u>

			Federal Old-Age, Survivors, And Disability Insurance Benefits 28 USC § 158 [Bankruptcy] Appeals 5 U.S.C. § 706 Scope of Review of the Administrative Procedure Act
D.C.COLO.LAPR 10.3 AP Docket	Assignment of case after preliminary review and handling by designated district judge.	Stylistic revision.	
D.C.COLO.LAPR 16.1 AP Case Management	The Joint Case Management Plan is a variation of the standard Scheduling Order.	Stylistic revision.	

Local Rule Number and Title	Practice Under Previous Local Rule	New Practice Under Revised Local Rule (new provisions important to staff are listed in bold).	Related Federal Rule or Statute (if revised, listed in bold).		
	ATTORNEY RULES				
D.C.COLO.LAttyR 1 Scope Of Attorney Rules	These rules consolidate and streamline the attorney admission and discipline rules previously located in both the civil and criminal rules. These new Attorney Rules cover attorney admissions, standards of professional conduct, requirements to maintain good standing, the entry and withdrawal of appearance, attorney discipline procedures and institutional roles, law student practice, and civil probono representation rules. Provides guidance on citation and numbering format, scope, effective date, and effect on the authority of the court.	Stylistic revision. Note Regarding Scope: These rules shall apply to all attorneys who are admitted to the bar of this court, or who purport to appear in the United States District Court or the United States Bankruptcy Court for the District of Colorado. Therefore, even attorneys not formally admitted in this court, but who wish to engage in legal activities in this district, are subject to the disciplinary jurisdiction of this court.	A district court has discretion to adopt local rules that are necessary to carry out its business, including rules governing admission to its bar. 28 U.S.C. § 2071 Rulemaking Power Generally; Fed. R. Civ. P. 83 Rules by District Courts; Judge's Directives		
D.C.COLO.LAttyR 2 Standards Of Professional Conduct	Standards for attorney conduct, and the court's exceptions to those standards.	The court adopts the Colorado Rules of Professional Conduct (Colo. RPC), with certain exceptions. Paragraph (b)(2): The Colorado rule allowing limited representation by attorneys for certain services of a client is not permitted in this court, with the exception that limited representation of unrepresented prisoners only is not permitted, upon court approval. The attorney's assistance in the case does not constitute an appearance, unless he assists at a hearing. Guidance on Limited Representation is available in Colorado Rule of Civil Procedure 11(b). Note: at this time, limited representation is NOT available to non-prisoner pro se parties.	Colorado Rules of Professional Conduct (Colo. RPC), see http://www.cobar.org/page.cfm/ID/22119/. Colorado Rules of Civil Procedure [See Rule 11(b)]: visit https://www.lexisnexis.com/hottopics/colorado/		

		Paragraph (b)(3): The Colo. Rules of Professional Conduct, in RPC 1.2(d), Comment 14, specifically allow counsel to advise and assist clients regarding matters concerning marijuana activities. This court recognizes counsel's ability to <i>advise</i> a client regarding such activities, but not to <i>assist</i> the client. Counsel also has an obligation to advise the client regarding federal law and policy. Other exceptions to the Colo. Rules of Professional Conduct remain, esp. regarding limited representation, since that concept remains unavailable for pro se, non-prisoner parties.	
D.C.COLO.LAttyR 3 Requirements For Bar Of The Court	An applicant for admission to the bar of this court must be a person licensed by the highest court of a state, federal territory, or the District of Columbia, be on active status in a state, federal territory, or the District of Columbia, and be a member of the bar in good standing in all courts and jurisdictions where the applicant has been admitted. An attorney admitted to the bar of this court must remain in good standing in all courts where admitted. In good standing means not suspended or disbarred by any court for any reason.	Stylistic revisions.	For admission to the bar and ECF registration, counsel must apply through the Attorney Services Portal, located on the website at: https://www.cod.uscourts.gov/CMECF/Register/Login.aspx
D.C.COLO.LAttyR 4 Attorney Self-Reporting Requirements	When an attorney must report mis-conduct.	Stylistic revisions.	
D.C.COLO.LAttyR 5 Entry And Withdrawal Of Appearance And Maintenance Of Contact Information	Procedures for counsel or an unrepresented party entering an appearance in a case; rule regarding non-delegation of signature authority; Government counsel	Subdivision (a), Entry of Appearance: an attorney shall	Corporations must have counsel: See Osborn v. Bank of U.S., 22 U.S. 738, 830,

	appearances; withdrawal of appearance permitted only by motion; requirement of corporations to be represented by counsel; and obligation of counsel and unrepresented parties to inform the court of change of contact information. Entry of appearance by one attorney does not constitute entry by his firm. Withdrawal of appearance must be attempted through the filing of a motion (not just a notice) and showing good cause. Note: LAttyR 5, just as Civil Rule 83.3D before, is the rule one can cite when informing a corporate party that he/she MUST be represented by counsel.	not appear in a matter before the court unless the attorney has filed an Entry of Appearance or signed and filed a pleading or document. The Entry of Appearance or initial signed document must state the identity of the client, the attorney's contact information, and a certification statement by the attorney that he is a member in good standing of the court's bar. An Entry of Appearance form is on the website. Subdivision (c): Change of contact obligation and procedures apply to counsel and unrepresented parties; this provision was moved from LCivR 11.1 and LCrR 49.3.	1824 WL 2682, 34 (U.S. Ohio) (U.S.1824)]; Flora Const. Co. v. Fireman's Fund Ins. Co., 307 F.2d 413, 413-14 (10th Cir. 1962); Regarding Government Counsel, See 28 U.S.C. § 515 Authority for Legal Proceedings. Also, 28 U.S.C. § 1914 and the policy of the Administrative Office of the U.S. Courts, a federal government attorney is not required or obligated to pay an admission fee as government counsel.
D.C.COLO.LAttyR 6 Disciplinary Panel And Committee On Conduct	Bodies responsible for attorney discipline.	Subdivision (a): The district court's Disciplinary Panel is composed of three <u>judicial officers</u> (formerly three district judges).	For Attorney Discipline Information, see http://www.cod.uscourts. gov/AttorneyInformation/ AttorneyDiscipline.aspx
D.C.COLO.LAttyR 7 Complaints And Grounds For Discipline	Complaint against an attorney procedures, types of sanctions, investigation of complaints, resolution of the complaint, or disciplinary hearing.	Stylistic revisions.	For Attorney Discipline Information, see http://www.cod.uscourts.gov/AttorneyInformation/ AttorneyDiscipline.aspx
D.C.COLO.LAttyR 8 Conviction Of Crime	Procedures regarding an attorney's conviction of a crime.	Stylistic revisions.	For Attorney Discipline Information, see http://www.cod.uscourts. gov/AttorneyInformation/ AttorneyDiscipline.aspx

D.C.COLO.LAttyR 9 Effect Of Resignation From Bar Of Another Court While Under Investigation	Disbarment or Suspension may result if an attorney resigns from another court while under investigation.	No change.	
D.C.COLO.LAttyR 10 Incapacity Due To Disability Or Substance Abuse	Investigation, voluntary disability status, disability inactive status.	No change.	
D.C.COLO.LAttyR 11 Reinstatement And Readmission	Procedures for Reinstatement and Readmission.		Reinstatement application available at: http://www.cod.uscourts. gov/AttorneyInformation/ GeneralAttorneyInformat ion.aspx
D.C.COLO.LAttyR 12 Confidential And Public Matters	What remains confidential, what may be made public, and disclosures of information that the disciplinary bodies have discretion.	Paragraph (b)(1): the <u>dismissal</u> of a complaint by the Disciplinary Panel may be disclosed.	
D.C.COLO.LAttyR 13 Immunity	Available to persons who responded to inquiries, or those performing official duties.	Stylistic revisions.	
D.C.COLO.LAttyR 14 Student Practice	Student practice is permitted, with certain conditions.	Stylistic revisions.	Law Student Appearance Form: visit the General Attorney Information page on the district court website: http://www.cod.uscourts. gov/AttorneyInformation/ GeneralAttorneyInformat ion.aspx

D.C.COLO.LAttyR 15 Civil Pro Bono Representation	New rule. The Civil Pro Bono Program provides for the selection and appointment of eligible, volunteer attorneys to represent without compensation eligible, unrepresented parties in civil actions when requested by the court.	Incorporates Civil Pro Bono Pilot Program Plan into the Local Rules.	