

**CHIEF UNITED STATES DISTRICT JUDGE  
MORRISON C. ENGLAND, JR. (MCE)**

**UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF CALIFORNIA  
501 I Street, Suite 4-200  
Sacramento, California 95814**

**Courtroom Deputy Clerk, Stephanie Deutsch  
916.930.4207  
[sdeutsch@caed.uscourts.gov](mailto:sdeutsch@caed.uscourts.gov)**

**TABLE OF CONTENTS**

- I. Civil Law and Motion (subject to change without notice)**
  - Available Hearing Dates
  - Page Limitations
  - Courtesy Copies
  - E-mailing of Proposed Orders
  - Tentative Rulings
  - Submitted Motions
  - Request for Telephonic Appearances
  - Discovery Matters (including motions)
  - Ex Parte Applications
- II. Criminal Law and Motion (subject to change without notice)**
  - Available Hearing Dates
  - Request for Continuance
  - E-mail of Proposed Orders
  - Requests for Telephonic Appearances
  - Interpreter Services
- III. Trial Information**
  - Days and hours for trial
  - Exhibits
  - Lodging of Deposition Transcripts
- IV. Audio Visual Equipment**

## I. CIVIL LAW AND MOTION

- Available Hearing Dates (subject to change without notice)
  - Hearing dates are NOT reserved. All hearing dates are at 2:00 p.m. in Courtroom 7. Please file your motion(s) in accordance with the Local and Federal Rules of Court.
  - The following are available hearing dates for 2014:
    - January 9, 23
    - February 6, 20
    - March 6, 20
    - April 3, 17
    - May 1, 15, 29
    - June 12, 26
    - July 10, 24
    - August 7, 21
    - September 4, 18
    - October 2, 16, 30
    - November 13
    - December 4, 18
  - The following are available hearing dates for 2015:
    - January 8, 22
    - February 5, 19
    - March 5, 19
    - April 2, 16, 30
    - May 14, 28
    - June 11, 25
    - July 9, 23
    - August 6, 20
    - September 3, 17
    - October 1, 15, 29
    - November 12
    - December 3, 17
- Page Limitations
  - As set forth in the Court's Order Requiring Joint Status Report, any briefs or other papers filed prior to the issuance of the Pretrial (Status) Scheduling Order shall not exceed twenty (20) pages.
  - As set forth in the Court's Pretrial (Status) Scheduling Order, the Court places a page limit on dispositive motions of twenty (20) pages on all initial moving papers, twenty (20) pages on oppositions, and ten (10) pages for replies.
  - Any party wishing to file lengthier documents must first seek relief from said page limitation requirement from the Court.

- Courtesy Copies
  - Pursuant to Local rule 133(f), please provide courtesy paper copies of all documents in excess of twenty-five (25) pages or fifty (50) pages for attachments and or exhibits.
  - Delivery of courtesy copies should go directly to the Office of the Clerk (not to chambers) located on the 4<sup>th</sup> floor
- Emailing of Proposed Orders
  - Pursuant to Local Rule 137(b), regarding the requirements for proper filing of a proposed order, you are required to email the proposed order (in WordPerfect or Microsoft Word) to chambers at: [mceorders@caed.uscourts.gov](mailto:mceorders@caed.uscourts.gov), in addition to filing the pdf version via the CM/ECF system. Pursuant to Local Rule 101, the definition for signature, you may enter /s/ for signatures for all counsel.
  - Pursuant to Local Rule 137(b), the email must contain the case number in the subject line.
- Tentative Rulings
  - Judge England **DOES NOT** issue tentative rulings.
- Submitted Motions
  - Motions submitted by the Court without oral argument are noticed on the docket and public calendar not later than 2 p.m. the day before the hearing date.
  - Please contact the Courtroom Deputy Clerk after this time if you have a question regarding a hearing on calendar.
- Telephonic Appearance
  - Any party seeking to appear telephonically must file, for the Court's consideration, not later than seven (7) court days prior to the hearing date, a Request to Appear Telephonically with a Proposed Order.
  - Upon e-filing the request and proposed order, the proposed order must be emailed to Judge England's email address, in accordance with Local Rule 137(b), for his review and approval at: [mceorders@caed.uscourts.gov](mailto:mceorders@caed.uscourts.gov).
  - The Request MUST contain the DIRECT telephone number for the party(ies) requesting to appear telephonically.
  - If the request is granted, the courtroom deputy clerk will initiate the telephone call 5-10 minutes prior to the time of the scheduled hearing through the court's telephone conferencing system in the courtroom.
  - The Eastern District of California does not utilize the services of Court Call.

- Discovery Matters (including motions)
  - Pursuant to Local Rule 302, all discovery matters and other duties shall be noticed before the assigned Magistrate Judge, unless otherwise ordered by the Court.
- Ex Parte Applications
  - Ex parte applications submitted for the Court's consideration must include a proposed order and both are filed without a hearing date. If after review of the application the Court determines a hearing is necessary, the parties will be noticed accordingly.

## II. CRIMINAL LAW AND MOTION

- Available Hearing Dates (subject to change without notice)
  - Hearing dates are NOT reserved. All hearing dates, including motions, are at 9:00 a.m. in Courtroom 7. Please file your motion(s) in accordance with the Local and Federal Rules of Court.

The following are available criminal law and motion calendar dates for 2014:

- January 9, 23, 30
- February 6, 13, 20, 27
- March 6, 13, 20, 27
- April 3, 10, 17, 24
- May 1, 8, 15, 22, 29
- June 5, 12, 19, 26
- July 10, 17, 24, 31
- August 7, 14, 21, 28
- September 4, 11, 18, 25
- October 2, 9, 16, 23, 30
- November 6, 13, 20
- December 4, 11, 18

The following are available criminal law and motion calendar dates for 2015:

- January 8, 15, 22, 29
- February 5, 12, 19, 26
- March 5, 12, 19, 26
- April 2, 9, 16, 23, 30
- May 7, 14, 21, 28
- June 4, 11, 18, 25
- July 2, 9, 16, 23, 30
- August 6, 13, 20, 27
- September 3, 10, 17, 24
- October 1, 8, 15, 22, 29
- November 5, 12, 19
- December 3, 10, 17

- Request for Continuance and Proposed Order
  - The Court would prefer the submission of a stipulation and proposed order on any matters that can be handled without an in-court hearing.
  - Stipulations and proposed orders for continuances must be submitted not later than 5 p.m. the Tuesday prior to the hearing date, unless otherwise notified by the Courtroom Deputy Clerk.
  - Pursuant to Local Rule 137(b), regarding the requirements for proper filing of a proposed order, you are required to email the proposed order (in WordPerfect or Microsoft Word) to chambers at: [mceorders@caed.uscourts.gov](mailto:mceorders@caed.uscourts.gov), in addition to filing the pdf version via the CM/ECF system. Pursuant to Local Rule 101, the definition for signature, you may enter /s/ for signatures for all counsel.
  - Pursuant to Local Rule 137(b), the email must contain the case number in the subject line.
- Telephonic Appearance
  - Any party seeking to appear telephonically must file, for the Court's consideration, not later than one week prior to the hearing date, a Request to Appear Telephonically with a Proposed Order.
  - Upon e-filing the request and proposed order, the proposed order must be emailed to Judge England's email address, in accordance with Local Rule 137(b), for his review and approval at: [mceorders@caed.uscourts.gov](mailto:mceorders@caed.uscourts.gov).
  - The Request MUST contain the DIRECT telephone number for the party(ies) requesting to appear telephonically.
  - If the request is granted, the courtroom deputy clerk will initiate the telephone call 5-10 minutes prior to the time of the scheduled hearing through the court's telephone conferencing system in the courtroom.
  - The Eastern District of California does not utilize the services of Court Call.
- Interpreter Services
  - It is the responsibility of counsel to arrange for the services of an interpreter prior to the scheduled hearing date.
  - It is also the responsibility of counsel to cancel the services of an interpreter prior to the scheduled hearing date.
  - Interpreter services for a hearing may be arraigned by contacting, Yolanda Riley-Portal, with the Court's Interpreter Office, at 916-930-4221 or [YRiley-Portal@caed.uscourts.gov](mailto:YRiley-Portal@caed.uscourts.gov).

### III. TRIAL INFORMATION

- Days and hours for trial are as follows
  - Monday 9:00 a.m. - 4:30 p.m.
  - Tuesday 9:00 a.m. - 4:30 p.m.
  - Wednesday 9:00 a.m. - 4:30 p.m.
  - Breaks are at 10:30 a.m., 12:00 p.m. and 3:00 p.m.
  - If Monday is a holiday, the Court will commence trial on Tuesday
- Exhibits
  - The parties are directed to comply with the Court's Final Pretrial Order regarding the preparation and submission of trial exhibits. Questions should be directed to the Courtroom Deputy Clerk.
  - The parties are advised to mark their trial exhibits exactly as outlined in the Court's Final Pretrial Order.
  - Exhibit stickers may be obtained from the Office of the Clerk located at 501 I Street, Suite 4-200, Sacramento, California 95814. Questions regarding exhibit stickers should be directed to the Office of the Clerk at 916-930-4000.
- Lodging of Deposition Transcripts
  - The parties are directed to comply with the Court's Final Pretrial Order regarding the use of and lodging deposition transcripts for trial. Questions should be directed to the Courtroom Deputy Clerk.

### IV. AUDIO VISUAL EQUIPMENT

The Sacramento Clerk's office has a variety of audio visual equipment available to use for trial purposes. Available equipment may include: ELMOs, projectors, plasma screens, TVs and VCRs. In order to learn about the equipment provided by the court, you can access our intranet home page and follow these procedures:

- 1) From the Court intranet home page, select Attorney Info tab.
- 2) Scroll down to Electronic Courtroom option.
- 3) Attorneys should arrange through the Courtroom Deputy a time to meet with court Information Technology staff for training on electronic equipment. Appointments should be scheduled at least one to two weeks prior to trial.