

1 UNITED STATES DISTRICT COURT  
2 NORTHERN DISTRICT OF CALIFORNIA

3 MAYA DILLARD-SMITH,  
4 Plaintiff,  
5 v.  
6 EXAMSOFT WORLDWIDE, INC.,  
7 Defendant.

Case No. [14-cv-03590-PJH](#)

**ORDER SETTING CASE  
MANAGEMENT CONFERENCE**

[Reassigned Case]

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9 TO ALL PARTIES AND COUNSEL OF RECORD:

10 The above matter having been reassigned to the Honorable Phyllis J. Hamilton. It is  
11 hereby ordered, pursuant to Fed. R. Civ. P. 16(b) and Civil L. R. 16-10, that a Case  
12 Management Conference shall be held in this case on November 13, 2014, at 2:00 p.m.,  
13 in Courtroom 3, 3rd Floor, Federal Building, 1301 Clay Street, Oakland, California.

14 **Lead counsel** shall meet and confer as required by Fed. R. Civ. P. 26(f) prior to  
15 the Case Management Conference with respect to those subjects set forth in Fed. R. Civ.  
16 P. 16(c). **Not less than seven (7) days** before the conference, counsel shall file a joint  
17 case management statement addressing each of the items listed in the "Standing Order  
18 For All Judges of the Northern District -- Contents of Joint Case Management statement,"  
19 which is attached to this order and can also be found on the court's website. A proposed  
20 order is not necessary. Following the conference, the court will enter its own Case  
21 Management and Pretrial Order. If any party is proceeding without counsel, separate  
22 statements may be filed by each party.

23 Each party shall appear personally or by **lead counsel** prepared to address all of  
24 the matters referred to in this Order and with authority to enter stipulations and make  
25 admissions pursuant to this Order. Any request to reschedule the date of the conference  
26 shall be made in writing, and by stipulation if possible, at least ten (10) days before the  
27 date of the conference and must be based upon good cause.  
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1 **STANDING ORDER FOR ALL JUDGES**  
2 **OF THE NORTHERN DISTRICT OF CALIFORNIA**

3  
4 **CONTENTS OF JOINT CASE MANAGEMENT STATEMENT**

5 Commencing July 1, 2011, all judges of the Northern District of California will  
6 require identical information in Joint Case Management Statements filed pursuant to Civil  
7 Local Rule 16-9. The parties must include the following information in their statement  
8 which, except in unusually complex cases, should not exceed ten pages:

9 1. Jurisdiction and Service: The basis for the court's subject matter jurisdiction  
10 over plaintiff's claims and defendant's counterclaims, whether any issues exist regarding  
11 personal jurisdiction or venue, whether any parties remain to be served, and, if any  
12 parties remain to be served, a proposed deadline for service.

13 2. Facts: A brief chronology of the facts and a statement of the principal  
14 factual issues in dispute.

15 3. Legal Issues: A brief statement, without extended legal argument, of the  
16 disputed points of law, including reference to specific statutes and decisions.

17 4. Motions: All prior and pending motions, their current status, and any  
18 anticipated motions.

19 5. Amendment of Pleadings: The extent to which parties, claims, or defenses  
20 are expected to be added or dismissed and a proposed deadline for amending the  
21 pleadings.

22 6. Evidence Preservation: A brief report certifying that the parties have  
23 reviewed the Guidelines Relating to the Discovery of Electronically Stored Information  
24 ("ESI Guidelines"), and confirming that the parties have met and conferred pursuant to  
25 Fed. R. Civ. P. 26(f) regarding reasonable and proportionate steps taken to preserve  
26 evidence relevant to the issues reasonably evident in this action. See ESI Guidelines  
27 2.01 and 2.02, and Checklist for ESI Meet and Confer.

28 7. Disclosures: Whether there has been full and timely compliance with the

1 initial disclosure requirements of Fed. R. Civ. P. 26, and a description of the disclosures  
2 made.

3 8. Discovery: Discovery taken to date, if any, the scope of anticipated  
4 discovery, any proposed limitations or modifications of the discovery rules, a brief report  
5 on whether the parties have considered entering into a stipulated e-discovery order, a  
6 proposed discovery plan pursuant to Fed. R. Civ. P. 26(f), and any identified discovery  
7 disputes.

8 9. Class Actions: If a class action, a proposal for how and when the class will  
9 be certified.

10 10. Related Cases: Any related cases or proceedings pending before another  
11 judge of this court, or before another court or administrative body.

12 11. Relief: All relief sought through complaint or counterclaim, including the  
13 amount of any damages sought and a description of the bases on which damages are  
14 calculated. In addition, any party from whom damages are sought must describe the  
15 bases on which it contends damages should be calculated if liability is established.

16 12. Settlement and ADR: Prospects for settlement, ADR efforts to date, and a  
17 specific ADR plan for the case, including compliance with ADR L.R. 3-5 and a description  
18 of key discovery or motions necessary to position the parties to negotiate a resolution.

19 13. Consent to Magistrate Judge For All Purposes: Whether all parties will  
20 consent to have a magistrate judge conduct all further proceedings including trial and  
21 entry of judgment. \_\_\_ Yes \_\_\_ No

22 14. Other References: Whether the case is suitable for reference to binding  
23 arbitration, a special master, or the Judicial Panel on Multidistrict Litigation.

24 15. Narrowing of Issues: Issues that can be narrowed by agreement or by  
25 motion, suggestions to expedite the presentation of evidence at trial (e.g., through  
26 summaries or stipulated facts), and any request to bifurcate issues, claims, or defenses.

27 16. Expedited Trial Procedure: Whether this is the type of case that can be  
28 handled under the Expedited Trial Procedure of General Order No. 64 Attachment A. If all

1 parties agree, they shall instead of this Statement, file an executed Agreement for  
2 Expedited Trial and a Joint Expedited Case Management Statement, in accordance with  
3 General Order No. 64 Attachments B and D.

4 17. Scheduling: Proposed dates for designation of experts, discovery cutoff,  
5 hearing of dispositive motions, pretrial conference and trial.

6 18. Trial: Whether the case will be tried to a jury or to the court and the  
7 expected length of the trial.

8 19. Disclosure of Non-party Interested Entities or Persons: Whether each party  
9 has filed the "Certification of Interested Entities or Persons" required by Civil Local Rule  
10 3-16. In addition, each party must restate in the case management statement the  
11 contents of its certification by identifying any persons, firms, partnerships, corporations  
12 (including parent corporations) or other entities known by the party to have either: (i) a  
13 financial interest in the subject matter in controversy or in a party to the proceeding; or (ii)  
14 any other kind of interest that could be substantially affected by the outcome of the  
15 proceeding.

16 20. Such other matters as may facilitate the just, speedy and inexpensive  
17 disposition of this matter.

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**IT IS SO ORDERED.**

Dated: August 25, 2014



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PHYLLIS J. HAMILTON  
United States District Judge