

IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF ALASKA

*In the matter of*

LOCAL CIVIL FORM 26(f) PARTIES  
SCHEDULING AND PLANNING  
CONFERENCE REPORT

MISCELLANEOUS  
GENERAL ORDER  
NO. 10-06

IT IS HEREBY ORDERED THAT:

The revised Parties Scheduling and Planning Conference Report, Local Civil Form 26(f) attached hereto is hereby adopted effective August 1, 2010.

Previous versions of Local Civil Form 26(f) may no longer be used for Scheduling and Planning Conference Reports filed on or after August 1, 2010.

DATED at Anchorage, Alaska this 2d day of July, 2010.

s/ Ralph R. Beistline  
RALPH R. BEISTLINE, Chief Judge  
United States District Court

s/John W. Sedwick  
JOHN W. SEDWICK, Judge  
United States District Court

s/ Timothy M. Burgess  
TIMOTHY M. BURGESS, Judge  
United States District Court

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LCF 26(f)  
(Rev 7/10)

UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF ALASKA

(Insert name of Plaintiff)

Plaintiff(s)

vs

(Insert Names of Defendants)

Defendant(s)

Case No. (Insert Case No.)

SCHEDULING AND PLANNING  
CONFERENCE REPORT

I. **Meeting.** In accordance with Rule 26(f), Federal Rules of Civil Procedure, a meeting was held on *(insert date)* and was attended by:

*(Insert names of attorneys and parties represented)*

As a result of their meeting, the parties recommend the following:

II. **Disclosures.** The information required by Fed. R. Civ. P. 26(a)(1):

A. \_\_\_\_\_ Has been exchanged by the parties.

B. \_\_\_\_\_ Will be exchanged by the parties on or before *(Insert date)*.

C. Preliminary witness lists:

1. \_\_\_\_\_ Have been exchanged by the parties.

2. \_\_\_\_\_ Will be exchanged by the parties on or before *(Insert date)*.

III. **Contested Issues of Fact and Law.** Preliminarily, the parties expect the following issues of fact and/or law to be presented to the court:

*(Insert contested issues)*

IV. **Discovery Plan.** The parties jointly propose to the court the following discovery plan.

A. The parties expect that discovery will be needed on the following issues:

*(Insert discovery issues)*

B. Are there issues about preserving discovery information?

Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, explain)

*(Insert explanation)*

C. Disclosure or discovery of electronically stored information should be handled as follows: *(Insert description of parties' proposal)*

D. Claims of privilege or protection of trial preparation materials.

1. \_\_\_\_\_ There is no indication that this will be an issue.

2. \_\_\_\_\_ The parties have entered into a confidentiality agreement.

3. \_\_\_\_\_ The parties will submit their proposed confidentiality agreement on or before: *(Insert date)*

E. Disclosure of expert reports:

1. \_\_\_\_\_ By all parties on or before: *(Insert date)*

2. \_\_\_\_\_ By plaintiff(s) on or before: *(Insert date)*

3. \_\_\_\_\_ By defendant(s) on or before: *(Insert date)*

4. \_\_\_\_\_ Rebuttal reports on or before: *(Insert date)*

- F. Supplementation of disclosures and discovery responses under Fed. R. Civ. P. 26(e):
1. \_\_\_\_\_ At intervals of (*Insert number*) days; and final supplements will be served and filed 60 days before the close of fact discovery.
  2. \_\_\_\_\_ As new information is acquired, but not later than 60 days before the close of fact discovery.
- G. A final witness list disclosing all lay and expert witnesses whom a party may wish to call at trial will be served and filed: (*Insert date*).<sup>1</sup>
- H. Time for completing discovery:
1. \_\_\_\_\_ Fact discovery will be completed on or before: (*Insert date*);
  2. \_\_\_\_\_ Expert discovery will be completed on or before: (*Insert date*);
  3. \_\_\_\_\_ All discovery will be completed on or before: (*Insert date*).
- I. Limitations on discovery.
1. \_\_\_\_\_ The limitations contained in Fed. R. Civ. P. 26(b), 30, and 33 will apply except as indicated below.
  2. \_\_\_\_\_ The maximum number of depositions by each party will not exceed (*Insert number*).
    - (a) \_\_\_\_\_ Depositions will not exceed (*Insert number*) hours as to any deponent.
    - (b) \_\_\_\_\_ Depositions will not exceed (*Insert number*) hours as to non-party deponents.
    - (c) \_\_\_\_\_ Depositions will not exceed (*Insert number*) hours as to party deponents.<sup>2</sup>

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<sup>1</sup> This date may be more than but not less than 45 days prior to the close of discovery. Only those witnesses disclosed at this time will be permitted to testify at trial.

<sup>2</sup> Unless otherwise specified, the court will consider corporate officer, Rule 30(b)(6) witness, and expert witness deposition to be subject to the time limitation applicable to party depositions.

3. \_\_\_\_\_ The maximum number of interrogatories posed by each party will not exceed (*Insert number*).
4. \_\_\_\_\_ The maximum number of requests for admissions posed by each party will not exceed (*Insert number*).
5. \_\_\_\_\_ Other limitations (*Insert other limitations*).

V. **Pretrial Motions.**

- A. \_\_\_\_\_ Are there preliminary motions as to jurisdiction, venue, arbitration, and/or statutes of limitation (*see D. Ak. L.R. 16.1(c)(5)*) that should be filed within 60 days? \_\_\_ Yes \_\_\_ No (If yes, explain)

(*Explanation*)

- B. \_\_\_\_\_ Motions subject to D. Ak. L.R. 16.1(c)(6)–(8) and Fed. R. Civ. P. 56(c)(1)(A):
1. \_\_\_\_\_ Will be served and filed within the times specified in the applicable rules.
  2. \_\_\_\_\_ Motions to amend pleadings or add parties will be filed not later than (*Insert date*).
  3. \_\_\_\_\_ Motions under the discovery rules will be filed not later than (*Insert date*).
  4. \_\_\_\_\_ Motions *in limine* will be filed not later than (*Insert date*).
  5. \_\_\_\_\_ Dispositive motions (including motions for summary judgment) will be filed not later than (*Insert date*).

VI. **Other Provisions:**

- A. The parties \_\_\_ do \_\_\_ do not request a conference with the court before the entry of a scheduling order. (If the parties *do* request a conference prior to entry of the order, please explain): (*Explanation*)
- B. The parties \_\_\_ do \_\_\_ do not consent to trial before a magistrate judge.
- C. The disclosure requirements of Fed. R. Civ. P. 7.1, if applicable:
1. \_\_\_\_\_ Have been complied with

2.  Compliance will be accomplished on or before (*Insert date*).

D. Early settlement/alternative dispute resolution.

1.  Do the parties request immediate assistance by way of a settlement conference or alternative dispute resolution?

Yes  No. If Yes, explain. (*Explanation*)

2.  Do the parties wish to consider private mediation or settlement conference with a judicial officer of this court at a later date?  Yes  No.

E. The scheduling order will make provision for pretrial conferences, certification of the case as ready for trial, and a final pretrial order.

VII. **Trial.**

A. The case is expected to take (*insert number*) days to try.

B. 1. A jury trial has been demanded.  Yes  No

2. The right to a jury trial  is  is not disputed.

VIII. **Report Form.**

A.  Have counsel experienced any problem(s) in using this form?

Yes  No. If yes, explain. (*Explanation*)

B.  Are there subjects that counsel would like to see added to this form?

Yes  No. If yes explain. (*Explanation*)

Dated: (*Insert Date*)

(*Signature block for plaintiff's attorney*)

(*Signature block for defendant's attorney*)