

IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF PUERTO RICO

In the Matter of:

**Communications by Counsel and their Staff
with Judge Dominguez or Chambers Staff**

AMENDED STANDING ORDER¹

Counsel and their staff shall refrain **at all times** from calling the undersigned's chambers, **particularly to career and term law clerks' phone lines**, for matters such as: case-related inquiries, scheduling, CM/ECF filing technical assistance, and calendaring. Chambers' staff and Court personnel are prohibited from providing time estimates for rulings, providing legal advice, or discussing the merits of a case.

The undersigned has noticed a recent increase in telephone calls to law clerks regarding matters pertaining to cases pending in his docket. Many of these phone calls relate to simple matters which can easily be resolved by accessing the Court's CM/ECF case filing system. An alarming number of these phone calls, nonetheless, involve matters which necessarily must be addressed via motion, and not by way of *ex parte* communications by counsel and their assistants. A motion is the **only** appropriate mechanism to contact the Court. The undersigned has ordered his law clerks to perform a daily review of all filings on CM-ECF in order to ensure prompt attention to any potentially urgent matters. Phone calls to chambers are not necessary.

Accordingly, as of the date of this amended standing order, Counsel shall refrain from contacting the undersigned's chambers for any case related matter, no matter how minimal the inquiry.

On days in which the undersigned has Court proceedings scheduled, the chamber receives an

¹ The instant Standing Order has been adapted, as necessary, from the Hon. Gustavo A. Gelpi's recent *Amended Standing Order* addressing the same situation.

alarming number of phone calls from attorneys calling to inform they are late, stuck in traffic, or have a last minute problem. **Attorneys are absolutely prohibited from contacting the undersigned's chambers regarding their appearance before the Court.** Professionalism and civility is the rule and not the exception. Counsel are expected to be punctual for all proceedings.

All inquiries regarding criminal matters shall be directed to the undersigned's Courtroom Deputy. For any other matters regarding the Court's Criminal and Civil Calendar, Counsel shall directly contact the undersigned's Courtroom Deputy.² For matters concerning filings with the Court, Counsel shall contact the undersigned's assigned docket clerk or Docket Quality Analyst. If you have a technical question relating to CM/ECF, please contact the CM/ECF Help Desk at (787) 772-3449. Law clerks do not handle the undersigned's calendar nor the CM/ECF filing system and, therefore, may not be contacted.

The undersigned reminds attorneys that telephone calls to Chambers and to the Clerk's Office staff must at all times conform to the Canons of Professional Conduct and Judicial Ethics. Any direct or indirect violation of this order shall result in sanctions.

This Order amends the undersigned's January 9, 2013 Standing Order. This Standing Order shall be notified to all members of the bar of this Court, as well as entered in all of my pending cases by the Clerk of Court.

SO ORDERED.

In San Juan, Puerto Rico this 4th of August, 2017.

s/ Daniel R. Domínguez
DANIEL R. DOMINGUEZ
United States District Judge

² The Court's telephone directory is available in the Puerto Rico District Court's website. <http://www.prd.uscourts.gov/?q=telephone-directory>