

EMERGENCY INDIVIDUAL RULES AND PRACTICES IN LIGHT OF COVID-19
Gonzalo P. Curiel, United States District Judge

Chambers Email:

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Unless otherwise ordered by the Court, these Emergency Individual Rules and Practices apply to *all* matters before Judge Curiel (whether criminal or civil and whether involving a *pro se* party or all counseled parties), and they are a supplement to Judge Curiel's standard Chambers Rules and Procedures. If there is a conflict between these Rules and Judge Curiel's standard Chambers Rules, these Rules control.

1. No Paper Submissions Absent Undue Hardship

- A.** No papers, including courtesy hard copies of any filing or document, may be submitted to Chambers. All documents must be filed on ECF or emailed to efile_Curiel@casd.uscourts.gov.
- B.** In the event that a party or counsel is unable to submit a document electronically — either by ECF or email — the document may be mailed to the Court. To the maximum extent possible, however, this means of delivery should be avoided, as delivery of mail to the Court is likely to be delayed.

2. Conferences and Proceedings

- A. In Civil Cases.** Pursuant to the Order of the Chief Judge No. 18, *In the Matter of Suspension of Jury Trials and Other Proceedings During the COVID-19 Public Emergency* issued on March 17, 2020, the Court will exercise its discretion and hold civil motion hearings telephonically unless there is a demonstrated need for an in-person hearing. If a telephonic hearing is held the parties should follow the following steps to participate in the conference call and follow the appropriate prompts: Dial the toll-free number: **1-877-848-7030**, and enter the Access Code: **7030611**. The parties will be informed prior to the hearing date whether a hearing will be held telephonically or whether the matter will be submitted on the papers pursuant to Local Civil R. 7.1(d)(1).
- B. In Criminal Cases.** Pursuant to the Order of the Chief Judge No. 18, *In the Matter of Suspension of Jury Trials and Other Proceedings During the COVID-19 Public Emergency* issued on March 17, 2020, the Court will exercise its discretion and hold sentencing hearings in cases where there are joint recommendations for a time served sentence or where a time served sentence is realistically probable. In such cases, counsel is directed to contact the Courtroom Deputy, Kimmi Ridgeway via email at Kimmi_Ridgeway@casd.uscourts.gov or by phone at (619) 557-5539.

3. Conferences and Proceedings

- A. **Telephone Calls.** Telephone calls will not be answered but will go to voicemail; and there may be delays in responding to any voicemail messages. Thus, parties are encouraged to make **any** requests or inquiries to the Court through ECF or by email. If leaving a voicemail, a party should (1) briefly state the nature of the issue (including, if applicable, the case name and docket number); and (2) provide a call-back telephone number.
- B. **Urgent Matters.** For *urgent* matters requiring immediate attention, parties should send an email to Chambers that (1) includes the word “URGENT” in the subject line; (2) specifies the case name and docket number; (3) briefly describes the nature of the issue; and (4) provides a telephone number at which the party (and any other relevant parties) can be reached.
- C. **Hand Deliveries.** Unless otherwise directed by the Court, all hand deliveries must be delivered to the Clerks’ Office at the James M. Carter and Judith N. Keep Courthouse, 333 West Broadway, Fourth Floor, San Diego, CA, 92101.
- D. **By *Pro Se* Parties.** *Pro se* parties are encouraged to (1) consent to electronic service (via ECF or email); or (2) seek the Court’s permission to file documents through the ECF system or by email to the Court. Unless the Court grants permission to file documents electronically, all communications with the Court by a *pro se* party must be mailed to the Clerks’ Office at the James M. Carter and Judith N. Keep Courthouse, 333 West Broadway, Fourth Floor, San Diego, CA, 92101.

4. Applications for Temporary Restraining Orders (“TROs”).

- A. Parties intending to file applications for TROs or other emergency relief must send all of their papers (in text-searchable PDF format) to the Court by email. The email should (1) include the word “URGENT” in the subject line; (2) provide a telephone number at which the party (and any other relevant parties) can be reached; and (3) provide the relevant parties’ availability for a telephone conference in the next few days. As noted above, parties should not hand-deliver any documents without advance permission.