

**PILOT MANDATORY MEDIATION PROGRAM
FOR MORE DETAILED INFORMATION, REFER TO GENERAL ORDER #47
WHICH CAN BE FOUND AT www.nynd.uscourts.gov**

**CIVIL CASE OPENED.
NOTICE OF REFERRAL INTO PILOT MANDATORY
MEDIATION DOCKETED IN CASE.**

**ISSUE JOINED. PARTIES REVIEW THE PLAN FOR PILOT
MANDATORY MEDIATION {"PLAN"} AND CONFER PRIOR TO
RULE 16 CONFERENCE.**

**RULE 16 CONFERENCE HELD. MOTIONS TO OPT OUT WILL BE
ADDRESSED AT THE RULE 16 CONFERENCE {PLAN - Section
2.2(A)}. COURT ISSUES SCHEDULING ORDER and ORDER
REFERRING CASE INTO MEDIATION.**

**WITHIN 28 DAYS FROM THE RULE 16 CONFERENCE, PARTIES MUST FILE
STIPULATION SELECTING MEDIATOR (FILLABLE FORM IN CM/ECF). MEDIATOR
TO CONTACT PARTIES TO SCHEDULE FIRST SESSION. {PLAN - Section
5.4(C)(1)}**

**IF THE PARTIES FAIL TO AGREE ON A MEDIATOR WITHIN THE 28 DAY PERIOD,
THE COURT SHALL SELECT A MEDIATOR AND ISSUE AN ORDER NOTIFYING THE
PARTIES OF THE MEDIATOR'S IDENTITY. {PLAN - Section 5.4(C)(2)}**

**NO LATER THAN 7 DAYS PRIOR TO THE MEDIATION DATE, THE
PARTIES SHALL SUBMIT A WRITTEN **MEDIATION MEMORANDUM TO
THE MEDIATOR {PLAN - Section 5.6}
THE MEMORANDUM IS NOT TO BE FILED IN CM/ECF**

**WITHIN 7 DAYS AFTER THE CLOSE OF EACH MEDIATION SESSION, the MEDIATOR
SHALL FILE THE MEDIATION REPORT (ONLINE FORM IN CM/ECF)
{PLAN - Section 5.11}**

**WITHIN 7 DAYS AFTER THE FINAL MEDIATION SESSION HAS OCCURRED.
MEDIATOR AND ATTORNEYS FOR THE PARTIES SHALL COMPLETE THE ONLINE SURVEY FOUND AT www.nynd.uscourts.gov/ADR**