

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 MANDATORY
MEDIATION PROGRAM DOCKETED IN CASE.

ISSUE JOINED. PARTIES REVIEW MANDATORY MEDIATION
PLAN (GENERAL ORDER #47) 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
3.2(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 3.2(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 3.4}
****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 3.9(B)}

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