

24th JUDICIAL DISTRICT COURT FOR THE PARISH OF JEFFERSON

STATE OF LOUISIANA

DIVISION "D"

In re: ALL CIVIL CASES IN DIVISION "D"

FILED: July 21, 2021 Mary Najolia
DEPUTY CLERK

STANDING ORDER #2021-1
RE: VIDEO CONFERENCES - CIVIL CASES

The following procedures apply to video conferences in civil cases in Division D.

All pretrial/status hearings are held by video conference.

Motion hearings should be held by video conference unless witness testimony is required.

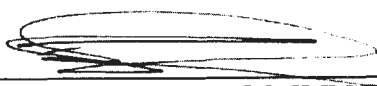
Please call the Civil Minute Clerk, Kayla Palmer, at 504-364-3882, or send a message to the Division D Website Help Desk at <https://www.onlinejudge.us/judgeschlegel/contact-us>, if there are questions.

IT IS ORDERED that counsel and participants who appear by video conference must comply with the rules below. Failure to follow the Court's rules may result in removal from the Court hearing and subject the participant to contempt of court.

1. **Proper attire is required.** Video court appearances are court appearances.
2. Any video recording, audio recording, photographing, taking screenshots, and/or reproducing of Court proceedings is strictly prohibited.
3. Choose a quiet place to participate in the hearing. Cell phones and office phones should be muted, doors to rooms closed, and disruptions minimized.
4. Participants may not appear from their vehicles.
5. Devices should be named properly and include the participant's full name so the Court can identify who is in the online waiting room.
6. Attorneys must sign in online before joining the video conference.

IT IS FURTHER ORDERED that the previous "Standing Order for Civil Cases in Division "D" – Video Conferences" dated May 9, 2018 is **VACATED**.

Gretna, Louisiana, this 21 day of July, 2021.



JUDGE SCOTT U. SCHLEGEL
DIVISION "D"