

**SUPPLEMENT TO GENERAL ORDER
JUDGE JULIE H. BECKER
CIVIL CALENDAR 9
2025**

I. GENERAL INFORMATION

Judge: Julie H. Becker

Chambers: Chambers 3510
Moultrie Courthouse
500 Indiana Avenue, N.W.
Washington, DC 20001

Phone: (202) 879-3397

Email Address: JudgeBeckerChambers@dcsc.gov

Law Clerks: Madeleine Stern
Madeleine.Stern@dcsc.gov

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Courtroom: Courtroom 415
Moultrie Courthouse
500 Indiana Avenue, N.W.
Washington, DC 20001

Courtroom phone: (202) 879-1013

All bench trials, jury trials, pretrial conferences, and evidentiary hearings will take place, in person, in courtroom 415; all participants are expected to be physically present in the courtroom unless excused by Judge Becker. Participants may appear in person or remotely, at their option, for all other proceedings, although those appearing remotely must be on video if at all possible. Parties and counsel may obtain access to remote hearings by:

- (1) going to the WebEx website <https://dccourts.webex.com/meet/CTB415>, or going to <https://dccourts.webex.com> and entering meeting ID number 129 314 3475 or
- (2) downloading the WebEx Meetings app, opening the app, selecting Join Meeting, and entering <https://dccourts.webex.com/meet/CTB415>; or (3) calling 1(844) 992-4726 and entering meeting ID 129 314 3475.

Parties having trouble connecting to their remote hearing may call chambers at 202-879-3397 for assistance. Failure to appear at a remote proceeding may result in the same sanctions as would result from failing to appear at an in-person hearing, including dismissal of a case or entry of default.

NOTE: Counsel and self-represented parties are required to appear via WebEx video and to log in so that their names appear on screen, absent extenuating circumstances that make it necessary for them to appear via audio only. All other participants are strongly encouraged, but not required, to appear via WebEx video and to identify themselves by name.

NOTE: Judge Becker enforces the rule on witnesses for all evidentiary proceedings, whether in person or remote. All parties, therefore, are responsible for ensuring that their non-party witnesses are not logged into the evidentiary proceeding at any point other than when they are actually testifying. The parties also are reminded that Administrative Order 20-08 strictly forbids the audio and/or video recording of virtual hearings, including the taking of screenshots; anyone found in violation of this order may be subject to a finding of contempt of court.

I. COMMUNICATIONS WITH CHAMBERS

Judge Becker's staff may not and will not provide advice of any kind about court rules, practices, or procedures. Judge Becker does not accept letters from parties or lawyers about a case. If a party needs clarification of any rule, practice, or procedure, it should file a motion. If it is necessary for parties or counsel to contact chambers, they may send an email to all of the law clerks at JudgeBeckerChambers@dcsc.gov, copying the other party or parties.

II. MOTIONS

Consent to motions: Judge Becker strictly enforces the requirement in Rule 12-I(a) that, before a party files a motion, it must seek the consent of other parties and include in the motion a certification that the party sought consent. If a party does not include such a certification, Judge Becker may summarily deny the motion. The title of the motion should indicate whether it is opposed or unopposed.

Proposed order: A party eFiling a motion that includes a proposed order should email a courtesy copy of the proposed order in an editable (Microsoft Word) format to chambers at JudgeBeckerChambers@dcsc.gov.

Courtesy Copies: Counsel should provide courtesy copies of motions by email to JudgeBeckerChambers@dcsc.gov whenever a hearing is scheduled within a week, and should be prepared to provide courtesy copies of any filing by email upon request from chambers. Counsel may also email courtesy copies, at their option, of any motion believed to be time-sensitive.

Judge Becker **does not** require, and does not wish to receive, paper courtesy copies of motions as a general matter. However, counsel should be prepared to expeditiously provide paper copies of any motion exceeding fifty pages upon request from chambers.

E-Filed Motions: It may take up to three business days for an e-filed motion to be processed by the Clerk's Office and to reach the court's chambers. A lawyer or party who has a question about the status of a pending motion should check online at <http://www.dccourts.gov>, contact the Clerk's Office at (202) 879-1133, or check with the electronic filing vendor, before contacting chambers.

Exhibits to motions: Any time a party attaches three or more exhibits to a motion or opposition, an exhibit list must be included identifying each exhibit, and each exhibit must be marked accordingly. Exhibits should be e-filed, whenever file size permits, together as a single pdf document.

Motions to Compel Discovery: A party filing a motion to compel discovery must certify its compliance with the pre-filing requirements set forth in Rules 26(h) and 37(a) of the Superior Court Rules of Civil Procedure. The moving party's failure to comply with those pre-filing procedures may result in the summary denial of the motion. Parties should be aware that Judge Becker often requests prompt responses to motions to compel discovery so that the motions can be resolved without unduly delaying the litigation.

Before filing a motion related to a discovery dispute, the moving party also must communicate with the opposing party to suggest dates and times for a hearing on the motion, and the motion **must include at least three proposed dates and times** at which all counsel, unrepresented parties, and other necessary participants will be available. Judge Becker will presumptively award the prevailing party its attorney's fees and costs associated with its litigation of a motion to compel discovery. See Super. Ct. Civ. R. 37(a)(5). The parties therefore should bring documentation of their fees and costs to any hearing on a motion to compel discovery. The parties are encouraged to resolve discovery disputes prior to any discovery hearing, and the moving party may file a praecipe withdrawing a motion to compel if the parties are able to reach a resolution without the need for a hearing.

Motions to reschedule hearings: Any motion to reschedule a hearing or mediation session must suggest three dates and times at which all counsel, unrepresented parties, and other necessary participants will be available.

Consolidated Motions: A party ordinarily should raise in one motion all grounds for the relief it seeks. For example, a party should file one summary judgment motion or one motion *in limine*, even if the party seeks summary judgment on multiple grounds or pretrial rulings on multiple issues.

Emergency motions: Judge Becker expects parties to request expedited action only in truly urgent situations. Parties filing emergency motions should notify chambers when they file the motion by sending an email to JudgeBeckerChambers@dcsc.gov and other parties, with a copy of the motion and a word document of the proposed order attached.

III. SCHEDULING PRAECIPES

Notwithstanding the earlier deadline in Rule 16(b)(2), Judge Becker will approve a Civil Action Form 113 (“Praecipe Requesting Scheduling Order”) submitted up to 12:00 p.m. on the day before the scheduling conference date. In cases in which all parties are represented by counsel, and no pending motions or other matters require the Court’s attention, Judge Becker encourages attorneys to consult with opposing counsel and submit a CA Form 113 rather than appear in court for a scheduling conference.

IV. PRETRIAL CONFERENCES

In-person appearance required: All parties shall appear in-person for pretrial conferences, unless Judge Becker has authorized or directed parties to appear remotely.

Non-party principals: Any request to excuse a non-party principal from personal attendance at a mediation, pretrial conference, or settlement conference must be made by motion at least two weeks before the date of the conference.

Joint pretrial statements: Counsel and parties are reminded that Rule 16(c) of the Superior Court Rules of Civil Procedure requires the filing of a joint pretrial statement no later than one week before the pretrial conference. Judge Becker may order a continuance of a pretrial conference if the parties have not timely filed a joint pretrial statement or if a pretrial statement filed by the parties does not satisfy the requirements of Rule 16(c).

Motions *in limine*: Consistent with Rule 16(d), parties should file motions *in limine* at least three weeks before the pretrial conference, unless the Court grants leave to file them later. Oppositions to such motions should be filed no later than one week prior to the pretrial conference. Judge Becker generally rules on motions *in limine* at the pretrial conference.

Settlement conferences: Judge Becker conducts a settlement conference along with the pretrial conference. She expects the parties to discuss settlement before the conference (including insurance adjusters) and to bring any useful photographs, documents, or other material.

V. TRIALS

Trial readiness hearing: At the pretrial conference, the court may schedule an in-person trial readiness hearing to occur approximately one week prior to trial. Counsel and unrepresented parties are required to attend the trial readiness hearing and must be prepared at the hearing to discuss voir dire questions and procedures, scheduling concerns, any outstanding evidentiary issues, and all other matters requiring the court’s attention prior to trial. Since counsel will be expected at trial to display all exhibits, including audio, video, photographic and documentary exhibits, via WebEx, the trial readiness hearing serves as an opportunity for counsel to ensure that they have the necessary technical capacity and equipment to do so.

Trial status update: If there has been no trial readiness hearing, then on the Wednesday preceding a trial date, the parties jointly or, if mutually agreed on, through one party making a joint representation, shall call chambers and inform chambers whether the parties expect to proceed on the scheduled trial date.

Trial schedule: Judge Becker schedules trials to begin on Mondays at 9:30 a.m. Trials generally proceed Monday through Thursday from 9:30 a.m. to 4:45 p.m. Judge Becker generally takes one morning and one afternoon break, as well as a lunch break between approximately 1:00 and 2:00 p.m.

Exhibit index: On the first day of trial, each party must give to the courtroom clerk an exhibit summary form. Parties may obtain this form from the Clerk's Office or at <https://www.dccourts.gov/node/18758>.

Exhibits to be submitted to Court: All parties must submit all trial exhibits to the Court via Box.com link, which will be provided by chambers prior to the trial. Trial exhibits shall be submitted no later than one week before the scheduled trial date.

Custody of exhibits: During trial, the parties may leave exhibits admitted into evidence in the courtroom. After trial and until any appeal has ended or the time to appeal has run with no notice of appeal filed, each party is responsible for maintaining exhibits and other materials that should be part of the record on appeal.

Availability during deliberations: Throughout jury deliberations, counsel must be available on ten minutes' notice. Counsel should give the courtroom clerk a telephone number where they can be reached.

VI. LANGUAGE ACCESS

The Court provides professional interpreters in all matters, when needed. The party who needs an interpreter must notify the Court before any hearing at which an interpreter will be needed. Family members, friends, lawyers, or lawyers' staff are not permitted to interpret for parties or witnesses during a hearing.