



- c. **Preliminary Reports.** Counsel shall submit to the court, in Chambers, by \_\_\_\_\_, **200**, a brief written statement indicating their client's respective (or joint) preliminary understanding of the facts involved in the litigation and what they expect to be the critical factual and legal issues. These statements will not be binding, will not waive claims or defenses, and may not be offered in evidence against a party in later proceedings.
- d. **List of Affiliated Companies and Counsel.** To assist the court in identifying any problems of recusal or disqualification, each party shall submit to the court **in writing** by \_\_\_\_\_, **200**, a list of all companies affiliated with the parties and all counsel associated in the litigation.

**5. Interim Measures.** Until otherwise ordered by the court:

- a. **Discovery.** Pending the conference, all outstanding discovery proceedings are **STAYED** and no further discovery shall be initiated. This directive does not preclude mandatory discovery regarding the identification and location of relevant documents and witnesses under Fed.R.Civ.P. 26(a). Relief from this stay may be granted for good cause shown, such as, *inter alia*, the ill health of a proposed deponent.
- b. If any party presently expects to seek a protective order regarding discovery for reasons of confidentiality or otherwise and counsel have not reached consensus when they confer before the conference, see ¶ 4b *infra*, the party who will seek such an order shall submit and serve a proposed order with the preliminary report, see ¶ 4c *infra*.
- c. **Preservation of records.** Each party shall preserve all documents and other records containing information potentially relevant to the subject matter of this litigation. Subject to further order of the court, parties may continue routine erasures of computerized data pursuant to existing programs, but they shall (1) immediately notify opposing counsel about such programs; and (2) preserve any printouts of such data. Requests for relief from this Order will receive prompt attention from the court.

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Norma L. Shapiro, S.J.

Attachment