

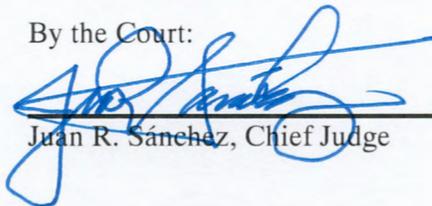
**IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF PENNSYLVANIA**

**STANDING PROCEDURAL ORDER FOR  
CASES SEEKING SOCIAL SECURITY REVIEW**

This action seeks review of a decision of the Commissioner of Social Security denying Plaintiff social security disability benefits. Notwithstanding any other rule governing the procedures in civil cases, it is **ORDERED** that:

1. In cases where the filing fee has been paid, plaintiff shall cause the summons and complaint to be served upon Defendant in the manner specified by Federal Rules of Civil Procedure 4(i)(1) & (2), within ten (10) days of the date of this Order. The Court will direct service by the U.S. Marshals Service in cases where the plaintiff is proceeding *in forma pauperis*.
2. Defendant shall serve and file an answer, together with a certified copy of the transcript of the administrative record, within sixty (60) days of service of the complaint.
3. Plaintiff, within forty-five (45) days of service of Defendant's answer, shall file and serve "Plaintiff's Brief and Statement of Issues in Support of Request for Review" which shall be no more than thirty (30) pages in length and shall contain separate, labeled sections that set forth clearly and concisely each issue presented for review arising from: (1) specific findings the Plaintiff contends are not supported by substantial evidence; (2) alleged evidentiary or administrative errors; and (3) alleged legal errors. The statement of facts should include only the procedural history, a statement of Plaintiff's age, education, work experience and alleged impairments and onset date. Facts and legal authority needed to support arguments shall be concisely noted in the appropriate sections of the brief. Plaintiff's brief shall reference the supporting evidence in the record by page number and, if available, line or paragraph.
4. Defendant, within thirty (30) days of service of Plaintiff's brief, shall file and serve "Defendant's Response to Request for Review of Plaintiff" which shall be no more than thirty (30) pages in length and shall contain separate, labeled sections that set forth clearly and concisely responses to each issue presented by Plaintiff. Defendant shall limit the statement of facts to include only those in dispute. Facts and legal authority needed to support arguments shall be concisely noted in the appropriate sections of the brief. Defendant's brief shall reference the supporting evidence in the record by page number and, if available, line or paragraph.
5. Plaintiff, within fourteen (14) days after service of Defendant's response, may file and serve a reply, which shall be no more than ten (10) pages in length.
6. All briefs shall be in twelve (12) point font, the text shall be double spaced.
7. The matter shall be deemed submitted, without hearing, fourteen (14) days after the filing of Defendant's response, unless, upon request, the Court orders otherwise.
8. No extensions of time will be permitted without order of the Court.

By the Court:



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Juan R. Sánchez, Chief Judge

Adopted: November 19, 2018