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UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF CALIFORNIA

In re ALL CIVIL CASES ASSIGNED OR
REFERRED TO JUDGE SPERO.

**STANDING ORDER REGARDING
COVID-19 PROCEDURES**

In light of the ongoing COVID-19 public health crisis, pending further order of the Court, these procedures apply to all civil cases assigned to the undersigned magistrate judge for any purpose. This includes cases where the undersigned has been assigned to preside for all purposes, and cases referred to the undersigned for settlement, discovery, or any other limited purpose. This order is intended to supplement the Civil Standing Orders for Magistrate Judge Joseph C. Spero; Northern District of California General Order 72-5 (or any successor to that order); and all other generally applicable orders, rules, statutes, and similar authorities. To the extent this order imposes more stringent requirements than such other authorities, this order controls.

A. Appearances and Proceedings

1. No in-person proceedings shall occur in civil cases.
2. All public appearances before the undersigned in civil matters, including hearings and case management conferences, will be conducted by Zoom webinar.
 - a. Instructions for accessing webinars, including access by telephone, are available on the Court’s website.¹
 - b. Parties will be asked to use the “Raise Hand” feature to identify themselves

¹ <https://www.cand.uscourts.gov/judges/spero-joseph-c-jcs/>

1 when the matter for which they are appearing is called. To the extent possible,
2 attorneys and other parties appearing for Zoom webinars should ensure that
3 their display names on Zoom correspond to their names on the docket of the
4 case for which they are appearing.

5 c. Parties need not seek leave to appear remotely and should not attempt to
6 arrange for appearances through CourtCall.

7 3. Nonpublic appearances, including sealed matters and settlement conferences, will
8 be conducted by private Zoom meeting. The parties will receive instructions by email.

9 4. No civil jury trials shall occur until further order of the Court. Parties may request
10 a bench trial by Zoom in cases where there is no right to a jury trial or no party has demanded a
11 jury trial.

12 **B. Documents and Chambers Contact**

13 5. Parties should not send paper copies of any documents to chambers. Chambers
14 copies of filed documents should be emailed to JCSpo@cand.uscourts.gov. Settlement
15 conference statements should be emailed to JCSettlement@cand.uscourts.gov.

16 6. For any matter requiring manual filing (as opposed to electronic filing through
17 ECF), parties should contact the courtroom deputy at JCSCRD@cand.uscourts.gov to determine
18 whether courtesy copies of the material subject to manual filing can be transmitted by electronic or
19 other means to the Court and chambers staff working remotely.

20 **C. Conferences and Depositions**

21 7. All in-person meet-and-confer requirements under the Court's standing order or
22 any other order of the undersigned magistrate judge may be satisfied by a remote meeting by video
23 or, if that is not feasible, by telephone

24 8. For cases where the undersigned serves as the presiding judge, and for cases
25 referred to the undersigned for discovery, no party may take a deposition in person without leave
26 of the Court. Absent such leave, all depositions shall occur by videoconference, or—if the parties
27 so stipulate under Rule 30(b)(4) of the Federal Rules of Civil Procedure—by telephone or other
28 remote means.

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D. Exceptions

9. Any party seeking an exception to any requirement of this order must file an application with the Court.

IT IS SO ORDERED.

Dated: July 31, 2020



JOSEPH C. SPERO
Chief Magistrate Judge