

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF INDIANA

IN THE MATTER OF:
RULES OF PRACTICE

General Order No. 2015-6

Pursuant to 28 U.S.C. § 2071, Rule 83 of the *Federal Rules of Civil Procedure*, it is ordered that the following Local Rules are hereby adopted effective August 14, 2015 and the amendments are attached hereto:

L.R. 5-1
L.R. 7-3
L.R. 83-5

Dated: August 14, 2015

/s/ Philip P. Simon
Philip P. Simon, Chief Judge

/s/ William C. Lee
William C. Lee, Judge

/s/ James T. Moody
James T. Moody, Judge

/s/ Rudy Lozano
Rudy Lozano, Judge

/s/ Robert L. Miller, Jr.
Robert L. Miller, Jr., Judge

/s/ Theresa L. Springmann
Theresa L. Springmann, Judge

/s/ Joseph S. Van Bokkelen
Joseph S. Van Bokkelen, Judge

/s/ Jon E. DeGuilio
Jon E. DeGuilio, Judge

N.D. Ind. L.R. 5-1 Electronic Filing Required

- (a) ~~Electronic Filing Permitted.~~ Papers ~~may~~ **must** be filed, signed, and verified electronically ~~when authorized~~ **unless excepted** by the court's *CM/ECF Civil and Criminal User Manual*.
- (b) ~~Effect of Electronic Filing.~~ Electronically filed papers are written papers for the purposes of these rules, the Federal Rules of Civil Procedure, and the Federal Rules of Criminal Procedure.

N.D. Ind. L.R. 7-3 Social Security Appeals

- (a) Answer.** The Social Security Administration must respond to a complaint challenging an agency determination about Social Security benefits by filing either a motion to dismiss or the certified administrative record. The certified administrative record serves as the agency's answer to the complaint.
- (a)(b) Opening Brief.** A person challenging an agency determination regarding entitlement to Social Security benefits must file an opening brief within 42 days after the administrative record is filed.
- (b)(c) Response Brief.** Any response brief must be filed within 42 days after the opening brief.
- (c)(d) Reply Brief.** Any reply brief must be filed within 14 days after the response brief.
- ~~**(d) Page Limitations.** Briefs under this rule are subject to the page limitations in N.D. Ind. L.R. 7-1(e).~~

N.D. Ind. L.R. 83-5 Bar Admission

(a) Authority to Practice Before the Court.

(1) Rule. Only members of the court's bar may represent parties before the court.

(2) Exceptions.

(A) Pro Se. A nonmember may represent him or herself in a case.

(B) U.S. Government Attorneys. A nonmember who is an attorney may represent the United States, or an officer or agency of the United States.

(C) Pro Hac Vice. A nonmember who is an attorney may represent parties in a case if the nonmember:

(i) is admitted to practice as an attorney in another United States court or the highest court of any state;

(ii) is a member in good standing of the bar in every jurisdiction where the attorney is admitted to practice;

(iii) is not currently suspended from practice;

(iv) has certified that he or she will abide by the *Seventh Circuit Standards of Professional Conduct* and these rules;

(v) has paid the required filing fee; and

(vi) has applied for, and been granted by the court, leave to appear in the case.

(3) Foreign Legal Consultants. A person admitted as a foreign legal consultant is not "admitted to practice as an attorney" under this rule.

(b) Bar Membership. The bar consists of those persons who:

(1) are admitted by the court to practice; and

(2) have not resigned or been disbarred or suspended from the bar.

(c) Admission.

- (1) **Who May Be Admitted.** An attorney admitted to practice by the United States Supreme Court or the highest court in any state may become a member of the court's bar on a member's motion.
- (2) **Character.** An applicant will be admitted to the bar if the court ~~—after being assured by a member or by the report of a committee appointed by the court—~~ is satisfied that the applicant:
 - (A) has good private and professional character; and
 - (B) is a member in good standing of the bar in every jurisdiction where the applicant is admitted to practice.
- (3) **Entry on Court's Records.** The attorney's admission will be entered on the court's records and the court will issue a certificate to that effect only after the applicant:
 - (A) takes a prescribed oath or affirmation;
 - (B) certifies that he or she has read and will abide by:
 - (i) the *Seventh Circuit Standards of Professional Conduct*; and
 - (ii) the court's local rules;
 - (C) pays the required fees (law clerks to the court's judges are exempt from these fees);
 - (D) registers for electronic case filing;
 - (E) gives a current address; and
 - (F) agrees to notify the clerk promptly of any change in address.
- (d) **Local Counsel.** The court may require an attorney residing outside the district to retain, as local counsel, a member of the court's bar who resides in the district.
- (e) **Standards.** Indiana's Rules of Professional Conduct and the *Seventh Circuit Standards of Professional Conduct* (an appendix to these rules) govern the conduct of those practicing in the court.