

**UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF ILLINOIS**

GENERAL ORDER 23-0030

The full Court met in executive session on Thursday, June 29, 2023, and adopted Internal Operating Procedure 23: Equalization Credit for Long Trials.

The Court's Rules Committee discussed the proposed Internal Operating Procedure at its meeting on June 22, 2023. It recommended that the full Court adopt Internal Operating Procedure 23, and abrogate the General Order dated December 26, 1990 and General Order 08-007 dated February 29, 2008.

The full Court considered the recommendation of the Rules Committee at its meeting on June 29, 2023, and adopted Internal Operating Procedure 23, and abrogate the General Order dated December 26, 1990 and General Order 08-007 dated February 29, 2008. Therefore, IT IS HEREBY ORDERED that Internal Operating Procedure 23: Equalization Credit for Long Trials shall be adopted as attached, and the General Order dated December 26, 1990 and General Order 08-007 dated February 29, 2008 are abrogated.

ENTER:

FOR THE COURT



Hon. Rebecca R. Pallmeyer, Chief Judge

Dated at Chicago, Illinois this 11th day of July 2023

IOP23. Equalization Credit for Long Trials

To equalize workloads associated with unusually long jury or bench trials, a judge may, pursuant to the provisions of this Internal Operating Procedure (IOP), request an equalization credit. These provisions are applicable to all civil and criminal trials.

- A. **Qualifying Trials:** In any trial or group of trials (with or without a jury) arising in a proceeding held before the same judicial officer, an equalization credit may be sought where the total number of trial days is at least fifteen and the total number of trial hours is at least 67.5. For the purposes of this IOP, the terms “trial,” “trial day,” and “trial hours” have the same meanings as when used for purposes of the Administrative Office’s monthly JS-10 reporting requirements.
- B. **Additional Equalization Credit(s):** When a trial extends beyond the period established in section (A), additional equalization credit(s) may be requested. A judge may seek an additional equalization credit for each additional two trial day period with a combined total of at least nine trial hours.
- C. **Applying Credit(s) for Equalization:** A judge may choose how to apply the earned equalization credit(s). The equalization credit(s) earned can be applied to either or both the civil and criminal wheels. Credit can only be applied to a case assignment category (1, 2, 3, etc.) that is equal to or lower than the proceeding in which the equalization is earned.
- D. **Request for Equalization:** A judge may request the equalization credit(s) for a qualifying trial on an approved form within 90 days of the completion of the trial, absent exceptional circumstances as approved by the Executive Committee. The judge must indicate the following:
 - 1. The case number, caption and the assignment wheel and category used for the case assignment of the qualifying trial.
 - 2. The total number of hours and days of the trial.
 - 3. The total number of equalization credits earned and requested pursuant to the provisions of sections A and B.
 - 4. Indicate what wheel (civil or criminal) and category (1, 2, 3 etc.) the credit(s) should be applied.