

PROCEDURE FOR THE USE AND FILING OF SUPPLEMENTAL EVALUATOR REPORTS

Pursuant to L.R. 16.1(j)(1), within twenty-one (21) calendar days after an ENE session, the evaluator must file with the court and send to the parties¹ a report including specific information as outlined in L.R. 16.1(j)(1)(A)-(F).

Initial Evaluator's Report

Initial Evaluator Report filed – no or partial settlement. The session outcome will be entered in CM/ECF and in the ENE statistical database as reported. This report should be filed regardless of any intent to continue settlement discussions.

CM/ECF Event: Civil Events/Other Filings/ENE Documents/Report of ENE

Supplemental Evaluator's Report

Within sixty (60) days from the date of the session, a Supplemental Evaluator's Report may be filed if:

- the evaluator diligently *continued* to work with the parties after the session; and
- such efforts resulted in partial or full settlement.

Upon the filing of a Supplemental Evaluator's Report meeting the requirements above, the session outcome entered pursuant to the initial Evaluator's Report, will be updated in CM/ECF and in the ENE statistical database.

CM/ECF Event: Civil Events/Other Filings/ENE Documents/Supplemental Report of ENE

Evaluator Report Form

An Evaluator Report Form is available on the court's website, www.vtd.uscourts.gov, and can be used to report on any ENE session, as well as for the Supplemental Evaluator Report outlined above. This form also includes a Certificate of Service for convenience.

¹ Any and all Evaluator Reports filed with the court must include a Certificate of Service.