

## APPENDIX A

### STANDING ORDER 1-16 RE: SCHEDULING REQUIREMENTS

The following tracking deadlines shall be mandatory except as modified by the Administrative Law Judge. These tracking deadlines will be calculated from the date the Appeal is entered on the docket of the Office of the Administrative Law Judge.

<b><u>0 days</u></b>	A properly filed Notice of Appeal has been received by the Office of Administrative Law Judge and entered on the docket.
<b><u>14 days</u></b>	Entry of Department's Appearance
<b><u>30 days</u></b>	Appellant's Position Paper
<b><u>60 days</u></b>	Department's Position Paper
<b><u>75 days</u></b>	Appellant's Reply
<b><u>90 days</u></b>	All Pre-Hearing Motions Filed All Discovery Requests Served and Completed
<b><u>120 days</u></b>	All Pre-Hearing Issues Resolved Firm Hearing Date Set