

# **MOTION DOCKET PROCEDURES AND PROTOCOL FOR IN-PERSON HEARINGS: HON. SUZANNE H. BAUKNIGHT**

**Beginning on June 1, 2021**, all hearings and trials for the United States Bankruptcy Court for the Eastern District of Tennessee in Knoxville before United States Bankruptcy Judge Suzanne H. Bauknight will be heard in-person in Courtroom 1-C of the Howard H. Baker, Jr. United States Courthouse, 800 Market Street. Hearing attendees must follow the COVID-19 protocols set forth by the United States District Court, accessible on the court's webpage:

<https://www.tned.uscourts.gov/coronavirus-disease-2019-important-information>.

During the month of June 2021, the Court will allow counsel to appear telephonically so long as they file a notice of their intention to so appear by at least 4:00 p.m. EST on the day before the hearing. **Because a hearing appearance by a *pro se* party requires sworn testimony, *pro se* parties may not appear telephonically absent a showing of extraordinary cause set forth in a motion filed no later than 72 hours before the scheduled hearing in which the party seeks to participate telephonically.**

During the month of June 2021 only, the Court will continue to utilize the AT&T call-in number below for regular hearings in Chapters 7, 11, and 13.

**Beginning on July 1, 2021**, the Court will return to pre-COVID-19 hearing protocol for telephonic appearances, permitting persons residing outside of the Northern (Knoxville) Division to attend non-evidentiary hearings telephonically if they file a notice of their intention to so appear by at least 4:00 p.m. EST two business days before the hearing. Local counsel may appear telephonically only if they file an ex parte motion to so appear no later than 12:00 p.m. EST two business days before the hearing that includes a reason for such request.

## **PROCEDURES FOR PARTICIPATING TELEPHONICALLY**

Dial into the toll-free AT&T teleconferencing number: **(877) 336-1828**

Enter the access code: **4941759**

Approximately fifteen minutes before the 9:00 a.m. and 1:30 p.m. dockets, Judge Bauknight's courtroom deputy, Heather Connatser, will open the telephone line, announce that Judge Bauknight's docket will begin shortly, and direct all parties already on the line that phones should be muted until it is time for that person's appearance on the docket.

After Ms. Connatser opens Court, Judge Bauknight will remind parties to leave their phones on mute until they are scheduled to appear on the docket, which are sorted by the debtors' attorneys, and will advise parties that any recording of the proceeding through any medium is strictly prohibited.

## **PROTOCOLS FOR PARTICIPATING TELEPHONICALLY**

1. ***Recordings Prohibited.*** Pursuant to E.D. Tenn. LBR 5073-1, recording any portion of the Court's proceedings is strictly prohibited. All proceedings are on the record and any party may request a transcript of a proceeding.

2. ***Courtroom Formalities and Application of Rules.*** Although some of the Court's proceedings are being conducted telephonically, all parties must observe the formalities of the courtroom, and the Rules of Professional Conduct, the Rules of Bankruptcy Procedure, and the Rules of Civil Procedure continue to apply. Each participant in the telephonic hearings must conduct himself or herself with the proper decorum afforded any federal court proceeding.

3. ***Procedures When Matters Are Called.*** Because persons may attend hearings telephonically only if they have filed a notice by 4:00 p.m. EST on the day before each hearing, for each case including a telephonic participant, the Court will call the case, recognize the parties in the courtroom before recognizing the participant(s) on the telephone and asking that his or her phone be taken off mute only for the duration of that case. Please do not talk over one another.