

**GENERAL RULES FOR SETTLEMENT CONFERENCES**  
**U.S. DISTRICT COURT FOR THE WESTERN DISTRICT OF OKLAHOMA**

1. Be on time. It may take extra time for you and your client(s) to clear security, so allow adequate time. Photo identification is required for every individual entering the courthouse.
2. Settlement conferences are court proceedings conducted by a judge of the court. Accordingly, conduct and attire should conform to appropriate court decorum.
3. Counsel and parties must comply with all provisions of Local Civil Rule 16.2 and the settlement conference order entered in the case.
4. The judge determines the length of the settlement conference. Time limits may be imposed or the conference may extend beyond normal business hours. The judge will announce when the parties and counsel are excused.
5. Individuals other than those whose presence is required by Local Civil Rule 16.2(b) may remain in attendance only with the permission of the judge.