

**UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
UNITED STATES IMMIGRATION COURT  
SAN FRANCISCO, CALIFORNIA**

**STANDING ORDER OF IMMIGRATION JUDGE JULIE L. NELSON  
RELATING TO TELEPHONIC APPEARANCES AT ALL  
DETAINED HEARINGS**

**IT IS HEREBY ORDERED** that all attorneys for parties and all qualified representatives may appear telephonically for all master calendar, bond, reasonable fear review, or credible fear review hearings, without having to file a formal motion for telephonic appearance. Motions for telephonic appearances at individual hearings must be submitted in writing by mail, personal service, or fax prior to the hearing, and the Court will grant or deny them on a case-by-case basis.

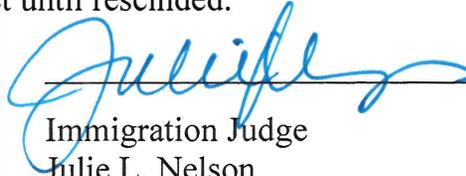
It is each attorney's responsibility to provide a valid telephone number to court staff prior to the telephonic appearance, if different than the phone number listed on the attorney's E-28. Attorneys can email Court staff at [sfd.review@usdoj.gov](mailto:sfd.review@usdoj.gov) to provide their contact information for telephonic appearances. The emails should clearly state the A#, name of respondent and date of the scheduled hearing in the subject line. If the Court is unable to reach counsel by telephone for the hearing, counsel will thereafter be required to appear in-person for future hearings. For the duration of this order, parties may appear by cell phone or landline.

Any motions to continue hearings due to COVID-19 should be filed with as much notice as possible, but may, on an emergency basis, be faxed directly to the detained court at 415-705-1044 or emailed to [sfd.review@usdoj.gov](mailto:sfd.review@usdoj.gov).

The parties are encouraged to confer and reach stipulations as to factual and legal issues to facilitate the prompt disposition of cases. For bond hearings, parties are encouraged to confer and reach agreement on eligibility and/or the amount of bond when appropriate. Further, parties should submit affidavits or written statements in lieu of witnesses, for both individual hearings and bond hearings.

Any documents the parties wish the Court to consider must be filed with the Court, with a copy sent to opposing counsel, at least **three business days** prior to the bond or master hearing, and **ten business days** prior to individual merit hearings. During this time, the Court will not receive filings on the day of the hearing, except on a case-by-case basis as determined by the Immigration Judge as a matter of discretion.

This order shall remain in effect until rescinded.

  
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Immigration Judge  
Julie L. Nelson