

**IN THE SUPERIOR COURT OF CHATHAM COUNTY  
STATE OF GEORGIA**

**JUDGE STOKES' STANDING CRIMINAL SCHEDULING & DISCOVERY ORDER**

**The Criminal Case Management process for cases indicted or accused in the Superior Court of Chatham County, Georgia and assigned to Judge Tammy Stokes (position J6) is as follows:**

**Step 1.** After an indictment or accusation is filed, all cases in which Defendant is represented will be scheduled for arraignment. All cases in which there is no attorney of record will be assigned to calendar call. Defendant's presence is required at calendar call. At the calendar call, the Court will inquire if Defendant requires counsel to be appointed, intends to retain private counsel, or wishes to proceed self-represented. Should Defendant request to proceed by self-representation, the Court must approve the request. All cases at calendar call will be set for arraignment.

**Step 2.** Defendant and counsel shall attend the arraignment. At the arraignment, Defendant shall announce whether proceeding on the plea track or trial track. If proceeding on trial track, Defendant shall announce whether a motion(s) hearing is needed. In lieu of formal arraignment, Defendant may file a written waiver of arraignment signed by Defendant. Such written waiver must elect whether proceeding by plea or trial track and if a motion(s) hearing is required.

- A. If Defendant announces plea track at the arraignment, the case will be placed on the next available plea docket. If the case does not resolve at the plea hearing, the case will be set down for a motion hearing or trial docket call.
- B. If Defendant announces a need for a motion(s) hearing at the arraignment, the case will be placed on the next available motion docket. Following the motion(s) hearing, the case will be set down for the trial docket call.
- C. If Defendant announces trial track at the arraignment, the case will be set down for the trial docket call.

**Step 3.** At the trial docket call calendar, the parties should be prepared to announce readiness for trial, discuss scheduling, and discuss any issues which would affect a plea or need special consideration for trial. Cases will be assigned trial dates. Defendants are not required to attend. Defendants who are in pretrial detention will not be brought to the courtroom unless specifically requested.

**To ensure that cases are ready for trial when placed on the trial docket call calendar, IT IS HEREBY ORDERED as follows:**

1. All demands, requests, and motions pertaining to discovery, including whether Defendant elects to participate in the reciprocal discovery set forth at O.C.G.A. §17-16-1 *et seq.* shall be filed and served no later than five days after the date of

arraignment, whether or not waived. If Defendant has been approved by the Court to self-represent, then such filings and service shall be made within ten days after the date of arraignment, whether or not waived.

2. Unless otherwise ordered, if Defendant elects to participate in reciprocal discovery under O.C.G.A. §17-16-1 *et seq.*, the State shall serve all discovery materials upon the defense no later than 30 days after the date Defendant files an election to participate in reciprocal discovery, unless a written order allowing deviation from this schedule is entered by the Court. If Defendant obtains new counsel, it shall be the duty of the original attorney for Defendant to provide all discovery received to the new attorney.
3. Unless otherwise ordered, if Defendant elects to participate in reciprocal discovery, Defendant shall serve all discovery materials upon the State no later than fifteen days after service of the State's discovery, but in no event later than ten days prior to trial, unless a written order allowing deviation from this schedule is entered by the Court.
4. Both the State and Defendant shall have the right to supplement discovery and shall do so at least ten days prior to the trial.
5. All special pleas, pleas-in-bar, demurrers, and similar motions shall be filed no later than ten days after the date of arraignment, with responses to any such motions due fifteen days after the filing of the original motion. All other motions, except motions in limine, shall be filed no later than forty-five days after arraignment, with responses to any such motions due fifteen days after the filing of the original motion. Motions in limine shall be filed no later than seven days prior to trial. Generalized and omnibus motions will not be considered or addressed by the Court.
6. Written proposed *voir dire* questions, requests to charge, and a marked exhibits list shall be submitted to the Court three business days prior to trial.

**SO ORDERED, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

---

**Judge Tammy Stokes  
Superior Court of Chatham County, Georgia  
Eastern Judicial Circuit**