

IN THE
COURT OF COMMON PLEAS
REPUBLIC OF PALAU

FILED
2020 MAR 26 PM 4:33
SUPREME COURT
OF THE
REPUBLIC OF PALAU

_____))
))
RE: COURT OPERATIONS AND))
ELECTRONIC FILING))
_____))

STANDING ORDER NO. 20-01

ORDER ALLOWING FOR FILING
VIA E-MAIL

On March 24, 2020, the Judiciary issued COVID-19 Administrative Directive No. 20-02 that set-in place procedures aimed at minimizing person-to-person contact and reducing the number of visitors to the courts. The Directive stated, "Filings shall be made through the e-filing system, if possible."

The Clerk of Courts having informed the Court that the Judiciary is currently experiencing technical difficulties with the e-filing system making it difficult to consistently file documents electronically, the Court pursuant to Title 4, Section 101 of the Palau National Code HEREBY ORDERS counsels and self-represented litigants may file their pleadings via e-mail to the Clerk of Courts, Allison I. Sengebau at asengebau@palausupremecourt.net, if the pleadings cannot be submitted through e-filing. This Order is effective immediately until further notice from the Court.

The Clerk of Courts will stamp the documents as e-filed on the date and time that the e-mail was sent. The pleadings must be in PDF format and must bear the attorney's signature unless the attorney is registered to e-file and already has his or her signature on file. For self-represented litigants, they must always sign the pleadings and list their contact numbers and address/place of residence. Once the pleadings have been processed, copies will be e-mailed to all counsels of record and the self-represented litigants with e-mail access. Printing costs of \$0.25 per page will apply to copies for the court case file and for any self-represented litigant without access to e-mail.

In the meantime, any questions or concerns regarding court operations and/or filing during the COVID-19 pandemic period shall be directed to the Clerk of Courts.

SO ORDERED this 26th day of March, 2020



HONORA E. REMENGESAU RUDIMCH
Senior Judge
COURT OF COMMON PLEAS