Deadline schedule — 6 files within 15 days

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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1,240 deadlines checked every night · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **A schedule that merely alarms is worth nothing:** for all six files, the step to be taken is prepared and awaits the registry's check.

The six deadlines, in order of expiry

Nature of the deadline	Number	What is prepared	What is attached
Filing of submissions in pre-trial preparation	**3**	**Reminder letter to counsel**	**The exact date and the exhibit awaited**
Appeal deadline	**2**	Reminder in the file	**The date of service that starts the deadline and the exhibit establishing it**
Expert report awaited	**1**	**Reminder letter to the expert**	**94 days elapsed against a 90-day deadline, and the two earlier reminders with their dates**

Pre-trial preparation is the stage during which the case is prepared, exhibits are exchanged and the file becomes ready for judgment. **The exhibit that starts a deadline running is the one you look for when that deadline is disputed six months later — it is on every line.**

Checking all pending files

Measure	Before	After
Procedural deadlines tracked	**1,240**	**1,240, checked every night**
Deadlines checked less than 48 hours before expiry	**26 over the year**	**0 over the quarter**
Time for a full check	**A clerk's full day**	**2 hours of review — 20 %**
Hearings adjourned for a missing exhibit or step	**9 over the year**	**2 over the quarter**

> **An adjournment means three to six more months for court users who are already waiting. It is the figure that speaks to the parties rather than to the service, and it is the one that has moved most.**

The weekly statement proposed

Content	Recipient	Rhythm
The fortnight's deadlines, with the step prepared for each	**Registry**	**Every Monday morning**
Files now waiting on a single exhibit	Registry and chamber concerned	Same send

For the court to settle

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Time at which the weekly statement is delivered to the registry: _____

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