

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF MICHIGAN  
SOUTHERN DIVISION

STANDING ORDER PRESCRIBING  
SENTENCING PROCEDURES

Honorable David M. Lawson

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In accordance with Federal Rule of Criminal Procedure 32(e), (f) and (g), the following procedures shall apply in criminal cases following a conviction:

1. On the same day as the guilty plea or jury verdict, defense counsel shall arrange for an interview of the defendant with the probation department to take place within **seven (7) days** of the conviction.

2. The presentence report shall be completed and distributed to counsel for the parties within **fifty-six (56) days** of the conviction.

3. Defense counsel shall personally meet and discuss the presentence report with the defendant within the objection period referenced in the next paragraph. If an addendum is prepared, counsel shall meet and discuss it with the defendant as well.

4. All objections to any part of the presentence report must be submitted by counsel to the probation department (do *not* file them with the clerk) and opposing counsel within **fourteen (14) days** of the date the report is received. The report shall be deemed received when it arrives at defense counsel's postal depository or email inbox, irrespective of when it actually was retrieved. In stating an objection, counsel must use a format substantially similar to the attached *Addendum*. Each objection must be stated on a separate page and must include a clear explanation with citations to the record, where appropriate. An objection originating in a letter, an e-mail, a "sentencing memorandum," or other format that does not comport to the attached *Addendum* will be rejected by the Probation Officer and returned to the party who provided it.

5. The probation department will disclose to the Court the presentence report, including the unresolved objections with the Probation Officer's response, within **seven (7) days** after the objection deadline, or at the expiration of the objection period if no objections are received.

6. Motions relating to sentencing, sentencing memoranda, and all other documents relating to sentencing are optional but may not be filed later than **one (1) week** before the date set for sentencing. The filing party shall furnish a copy of all filed documents to the probation officer.

7. If the government intends to forfeit any property or to seek a forfeiture money judgment, it must file its motion for a preliminary order of forfeiture under Federal Rule of Criminal Procedure 32.2(b) no later than **three (3) weeks** before the original date set for sentencing.

s/David M. Lawson  
DAVID M. LAWSON  
United States District Judge

Date: January 24, 2024

**SAMPLE  
PRESENTENCE REPORT ADDENDUM**

Defendant's name:

Page #:

Docket #:

Paragraph #:

Date:

Objection #:

Section I: Defendant's/Government's objection:

\_\_\_\_\_  
Attorney's signature

\_\_\_\_\_  
Defendant's signature

Section II: Probation officer's comments: