

Supplement to General Order

CHAMBERS, STAFF, AND SCHEDULE FOR CALENDAR 13

**Judge: Odessa F. Vincent**  
**Chambers:** 1430 Moultrie Building  
**Phone:** (202) 879-0447  
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**Email:** [judgevincenteserve@dcsc.gov](mailto:judgevincenteserve@dcsc.gov)  
**Judicial Administrative Assistant:** Arthur E. Wohl  
**Law Clerk:** Lacey A. Poff  
**Courtroom Clerk:** Kenneth Copeland  
**Courtroom:** B-52  
**Courtroom Phone:** (202) 508-1688

Unless otherwise directed, matters on Judge Vincent's Calendar will take place as follows:

- **In-Court Proceedings:** Courtroom B-52
- **Pretrial/Settlement Conferences:** Courtroom B-52
  - Violations of any provision of Rule 16 may result in sanctions. The attached form for Joint Pretrial Statements must be used and must include (1) *voir dire* questions, (2) jury instructions, (3) witness synopsis, and (4) verdict form (with objections, if any).
- **Trials:** Courtroom B-52, Mondays through Thursdays, from 9:00 a.m. to 4:45 p.m.
- **Scheduling Conferences, Oral Examinations, & Ex Parte Proofs:** Fridays in Courtroom B-52, 9:00 a.m. to 4:00 p.m.