

Rule 11-I. Entry of Consent Judgment by the Interview and Judgment Officer

(a) *Where 1 or more parties are appearing pro se.* Where 1 or more parties are appearing pro se and the Interview and Judgment Officer has ascertained to his or her satisfaction that (i) the consent judgment was executed by the defendant after the complaint was filed; (ii) that the defendant has received a copy of the consent judgment praecipe; and (iii) that the defendant understands the nature and consequences of his or her agreement, the Interview and Judgment Officer shall have authority to:

(1) Enter judgment by consent without judicial approval upon the filing of an executed L&T Form 4 or L&T Form 4a praecipe, signed by each party or his or her counsel, and

(2) Enter other orders by consent which continue cases or order monies deposited in or disbursed from the Court registry.

(b) *Where all parties are represented by counsel.* The Interview and Judgment Officer shall also have authority to:

(1) Enter judgment by consent without judicial approval by stipulation signed by the attorneys for all parties in any pending case, and

(2) Enter other orders as consent orders without judicial approval by stipulation signed by the attorneys for all parties including but not limited to certification to the Civil Division for jury trial or continuance or any other order enterable under paragraph (a) above.

(c) *Court approval.* All other requests for entry of judgment by consent shall be submitted to the Court.

(d) *Record of proceedings before Interview and Judgment Officer.* All matters before the Interview and Judgment Officer shall be on the record.