

June 24, 2025

CLERK, U.S. DISTRICT COURT  
WESTERN DISTRICT OF TEXASBY: J. Galindo-Beaver  
DEPUTY**IN THE UNITED STATES DISTRICT COURT  
FOR THE WESTERN DISTRICT OF TEXAS  
WACO DIVISION**

**IN RE:** §  
§  
**Documents Necessary for Rearrangement** §  
**(F.R.Crim.P. Rule 11) Guilty Pleas** §  
**And Supervised Release Revocation** §  
**(F.R.Crim.P. Rule 32.1(b)(2) Hearings** §

**ORDER**

Effective immediately, the following deadlines shall apply in all cases where a party is scheduled for a preliminary hearing, detention hearing, arraignment (Rule 10), rearrangement and guilty plea (Rule 11), or a supervised release revocation hearing (Rule 32.1(b)(2)).

For all preliminary hearing, detention hearing, or arraignments, each defense attorney shall e-file any waiver **by 12:00 p.m. the working day before** any scheduled hearing. The only exception to the rule is for cases requiring the assistance of an interpreter.

For all rearrangement hearings where a defendant intends to enter a guilty plea under Rule 11 or all supervised release revocation hearings Rule 32.1(b)(2), it is **ORDERED** that the following documents must be filed by the government or counsel for the defendant by the close of business **two (2) working days<sup>1</sup> before** any scheduled hearing:

- Any superseding indictments or informations to which the defendant intends to plead guilty;
- Any waivers of a preliminary hearing or indictments;
- The factual basis to which the defendant intends to plead guilty; and
- Any plea agreements including the factual basis and sealed addendums.

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<sup>1</sup> Working days do not count Saturdays, Sundays, Administrative Courthouse Closures, or Legal Holidays. By way of example, if a hearing is scheduled for Tuesday morning, the documents must be filed by close of business Thursday and the intervening Saturday and Sunday are not counted. If the intervening Monday is an Administrative Courthouse Closure or Legal Holiday, the documents must be filed by close of business Wednesday.

It is further **ORDERED** that the probation officer and/ or the pretrial services officer shall provide the following information to chambers by the close of business **two (2) working days before** any scheduled hearing:

- Bail reports for detention matters and bond status reports for any defendants who are on bond; and
- Recommendation packets by the probation officer for any supervised release revocation hearings.

Failure to timely file or provide the above documents will result in the Court issuing a sua sponte order continuing the hearing.

Any party seeking a continuance shall follow the June 24, 2025, Standing Order in re Motions for Continuance of Rearraignment and other Criminal Hearings.

Any attorney who fails to comply with this Standing Order will receive a formal warning and after the issuance of two (2) formal warnings within a twelve-month period, might be suspended from the Waco CJA Panel Attorney list.

**IT IS SO ORDERED.**

  
DEREK T. GILLILAND  
UNITED STATES MAGISTRATE JUDGE

  
ALAN D ALBRIGHT  
UNITED STATES DISTRICT JUDGE