

## **RULES OF COURTROOM CONDUCT**

- We start on time. All counsel shall be in the courtroom when court opens.
- We break for lunch promptly at noon. This is a rigid rule. Schedule your witnesses accordingly.
- Witnesses and counsel shall not wear aftershave, perfume or scent of any kind.
- No plastic water bottles may be placed on counsel table.
- Counsel must address only the court, not each other, unless given leave of court.
- Examination is limited to: direct, cross, re-direct and re-cross.
- Witnesses shall not rest their left arms on the rail separating the witness box from the bench, or otherwise encroach on the court's personal space.
- Witnesses may NOT step down from the witness stand to describe exhibits.
- In jury trials, counsel should stand at the end of the jury box to examine witnesses.
- Sidebars are not permitted, unless requested by the court. Issues regarding extensive discussion shall be brought up by counsel while the jury is on recess. Grounds for objections before the jury shall be mentioned in one word, commensurate with the Pennsylvania Rules of Evidence, such as "hearsay", "scope", etc.
- Counsel must tend to their witnesses' needs while the witness is on the stand, such as water for drinking and tissues for weeping.

**CAROL K. MCGINLEY, J.**  
**April 20, 2009**