



The presiding judge of the Düsseldorf Local Division

Police order for oral hearings (Rule 111 RoP)

Valid from 5 February 2024

Düsseldorf, 5 February 2024

**Police order for the oral hearings
of the Düsseldorf Local Division
5 February 2024**

The presiding judge of the Düsseldorf Local Division hereby issues the following order pursuant to Rule 111 of the Rules of Procedure

POLICE ORDER FOR ORAL HEARINGS

Part 1: Conduct of the oral hearing

1. Oral hearings of the Düsseldorf Local Division regularly take place in Courtroom BZ 5 in the building of the Düsseldorf Higher Regional Court, Cecilienallee 3, 40474 Düsseldorf. Oral hearings are generally open to the public, unless the public is excluded in individual cases.
- 2) A consultation room will be made available to the claimant and the defendant. The specific room will be allocated on the day of the hearing by the members of the Sub-Registry of the Local Division, depending on the room occupancy at the Düsseldorf Higher Regional Court.
3. A total of 30 reserved seats are available in the courtroom for the parties and their legal and patent attorney representatives. In principle, the claimant and the defendant are entitled to 15 seats each. The right to make different arrangements in individual cases is reserved.

Unless otherwise decided in the individual case, a list of the names of the participants in the hearing must be sent to the Sub-Registry of the Local Division by email to the address contact_dusseldorf.loc@unifiedpatentcourt.org at the latest on the fifth working day before the oral hearing, quoting the subject line "List of participants in the hearing [claimant or defendant or intervening party] - oral hearing on ... [date]".

In the case of larger teams, it is recommended to request (partial) participation via video conference. Other parties involved in the proceedings may be admitted as part of the audience.

4. A maximum of 31 seats are available for the audience in Courtroom BZ 5. A further maximum of 20 seats are available in room BZ 3 if required. The proceedings in the courtroom will be broadcast there in sound and vision (overflow room).
5. Where there is great public interest in the oral hearing, it may not be possible to accommodate all those wishing to attend the oral hearing as members of the public and/or media representatives. Seating will therefore be organised as follows:
 - a. From the max. 31 audience seats in Courtroom BZ 5, 6 and of the max. 20 audience seats in room BZ 3, a further 3 are reserved for media representatives. Seating for media representatives will be allocated and accredited as set out in Part 2 of these Regulations.

Any seats not allocated to media representatives at the end of the accreditation procedure will be available as additional general seats for the public on the day of the oral hearing.

- b. Members of the public will be issued with seat tickets by a staff member of the Düsseldorf Higher Regional Court in the order in which they arrive at the entrance. Seat tickets for Courtroom BZ 5 will be issued first, followed by those for room BZ 3.

Seat tickets must be returned at the entrance when leaving the building. Staff members of the Düsseldorf Higher Regional Court will, at their own discretion, ensure that the seat tickets are returned when leaving the building.

Seat tickets which are not collected or returned on time may be allocated to other interested parties by staff members of the Düsseldorf Higher Regional Court.

- c. It will be only possible to move from a seat in room BZ 3 to a vacant seat in Courtroom BZ 5 or vice versa during the breaks in the oral hearing and only on the individual instructions of the members of the Sub-Registry of the Düsseldorf Local Division or staff of the Düsseldorf Higher Regional Court.
- d. The staff of the Düsseldorf Higher Regional Court shall decide at their own discretion whether members of the public who have not received a seat ticket but wish to wait for one to become available may remain in the building for this purpose. Members of the public without a seat ticket are not permitted to remain in Courtroom BZ 5 and room BZ 3. Standing or sitting on the floor or tables is also prohibited.

- 6. The entrance to the Court will be open from 7.30 a.m. Courtroom BZ 5 and, if necessary, room BZ 3 will be open 30 minutes before the start of each oral hearing. Seats must be taken up to 15 minutes before the start of the oral hearing.

Early arrival is recommended to allow for security checks. Members of the public and media representatives may remain in the area in front of the courtroom, including the public gallery, until the court room opens.

- 7. Media representatives will also receive seat tickets as part of the accreditation process.

Seat tickets must be returned to the gate when leaving the building. Staff of the Düsseldorf Higher Regional Court will, at their own discretion, ensure that the seat tickets are returned when leaving the building.

Seat tickets which are not collected or returned on time may be allocated to other interested parties (other media representatives or members of the public) by the staff of the Düsseldorf Higher Regional Court.

- 8. Video and audio recording during the oral hearing or streaming of the oral hearing is prohibited. This also applies to the audio and video signal that is transmitted to room BZ 3 or sent as a videoconference signal.

9. Prior to the start of the oral hearing, photographers and cameramen will be allowed to remain in Courtroom BZ 5 for a short time – without a seat ticket – until they are called to cover the oral hearing in the usual way.
10. Parties to the case are reminded that the audience seats are located behind the seats for the parties to the proceedings. It is recommended that appropriate precautions be taken to prevent the disclosure of confidential information (e.g. screen protectors for laptops).
11. Participants in the meeting would be informed that a videoconference could be held in room BZ 5, but that the image and sound would still be transmitted to room BZ 3. In addition, in accordance with Rule 115(2) of the Rules of Procedure, sound would be recorded in room BZ 5.

Part 2: Implementation of the accreditation procedure

1. Media representatives may only apply for accreditation by sending an email to the email address of the Düsseldorf Local Division "contact_dusseldorf.loc@unifiedpatentcourt.org" with the subject line "Allocation of Press Tickets - Oral Hearing on [insert date]" and enclosing a valid press card or other proof of media status.

Applications for accreditation received by any other means (e.g. by fax, letter or email) will not be considered and will not be forwarded.

2. No separate form is required for accreditation. Accreditation will take place on the Monday of the week before the hearing from 9.00 am to 11.00 am. If this day is a public holiday, accreditation will take place on the following working day.

Requests for accreditation received before the start or after the deadline will not be considered. If an oral hearing is scheduled to take place over several days, accreditation must be granted separately for each day.

3. Seats will be allocated in the order in which accreditation requests are received by the staff of the Sub-Registry of the Local Division in Düsseldorf. Seat tickets for Courtroom BZ 5 will be allocated first, followed by seat tickets for room BZ 3.
4. Each media or press organisation may bring any number of people with them for accreditation. However, they will only be entitled to one seat ticket.
5. On the day of the hearing, the seat ticket must be collected at the entrance no longer than 30 minutes before the start of the oral hearing.

Tickets that are not collected in time may be given to other interested parties (other media representatives or members of the public) by members of the Düsseldorf Higher Regional Court.

6. Accredited persons may not transfer their seat ticket or their right to receive a seat ticket.

7. The result of the accreditation procedure will be announced separately by the members of the Sub-Registry of the Düsseldorf Local Division no later than 1.00 pm on the Thursday of the week preceding the meeting. If Thursday is a public holiday, the announcement will be made on the following working day (excluding Saturdays).

Part 3: Implementation rules

1. The staff of the Sub-Registry of the Local Division in Düsseldorf and the of the Düsseldorf Higher Regional Court shall be entrusted with the execution of this order.
2. The presiding judge reserves the right to make changes at short notice and to deviate from individual instructions.

Düsseldorf, 5 February 2024

Thomas
Presiding Judge