

**IN THE CIRCUIT COURT OF RALEIGH COUNTY, WEST VIRGINIA**  
**IN RE: FLOAT-SINK LITIGATION      CIVIL ACTION NO. 11-C-5000000**

**THIS DOCUMENT APPLIES TO ALL CASES**

**ELECTRONIC FILING AND SERVICE CASE MANAGEMENT ORDER**

By order of the Mass Litigation Panel (“Panel”) entered on May 10, 2011, all civil actions in the Float-Sink Litigation are subject to electronic filing and service (“e-filing and service”) beginning on **May 17, 2011**.

To facilitate expeditious and efficient communication by and among counsel, as well as case management, document retrieval and case organization, all parties will utilize the services of LexisNexis® File & Serve, for providing electronic filing and service, notification, storage and delivery of court-filed documents through a secure website.

Consistent with the requirements of West Virginia Trial Court Rule 15.01 *et seq.*, the Court has determined that certain procedures must be followed to facilitate uniformity of case captions, case numbering and designation, and to maintain case and party information when e-filing and serving documents in any cases in the Float-Sink Litigation. Pursuant to Trial Court Rule 15.08, the Court hereby **ORDERS** the following procedures to be followed by all counsel when e-filing and e-serving documents in the Float-Sink Litigation using LexisNexis® File & Serve.

**1. Registration and Training for LexisNexis® File & Serve.** Registration and training for e-filing and service is *mandatory*. Even if a party has registered with LexisNexis and received training for e-filing and service in other Mass Litigation cases, there is specific training for e-filing and service in the Float-Sink Litigation that all parties must receive. To register with LexisNexis and to make arrangements for training, contact the **LexisNexis**

**Customer Service Department at 1-888-529-7587** or at the following hyperlink:

<http://www.lexisnexis.com/fstraining/>. Counsel are responsible for regularly checking the LexisNexis Resource Center for updates to West Virginia Attorney Special Instructions, Frequently Asked Questions, File & Serve Newsletters and any other resources periodically posted by LexisNexis to assist parties with appropriate procedures and best practices for successful e-filing and service.

**2. Addition of New Parties.** To properly function, the e-filing and service system requires certain case information to be loaded and parties to be registered users in order to receive service, access the register of actions, and use the system to file and serve documents. The filing party is responsible for updating LexisNexis File & Serve with case and party information as outlined in the procedures below and, if applicable, for notifying national counsel of its responsibility to register with LexisNexis File & Serve.

Within **five (5) business days** of serving an amended complaint, a third-party complaint or a motion or pleading seeking to add a new party to a case, the moving party shall add the new party's information to the LexisNexis File & Serve system using the Case & Party Management feature. A new party shall not be served with an amended complaint or a third-party complaint using e-filing and service, but shall be served pursuant to Rule 5 of the Rules of Civil Procedure. See Trial Court Rule 15.02(b). If a party sought to be added to a case by motion or pleading does not have a user registered with LexisNexis, the moving party shall serve the party sought to be added with the motion or pleading pursuant to Rule 5 of the Rules of Civil Procedure.

**3. Updating Case and Party Information.** Within **five (5) business days** of a case or party being dismissed, a withdrawal or substitution of counsel, or any other event that changes case information, the moving party shall update the LexisNexis File & Serve system with the

information necessary to effect the change in case or party status using the Case & Party Management feature. The moving party must provide LexisNexis with verification of the change in case or party information, either by providing LexisNexis with the Transaction ID Number of the order or other document that verifies the change, or by uploading a copy of the order or document that verifies the change.

**4. Adding New Cases.** Within **five (5) business days** of filing a new case, plaintiffs are **ORDERED** to provide LexisNexis with a case specific service list containing all parties and any known corresponding representation in the editable electronic spreadsheet format specified by LexisNexis File & Serve. Following is the link to the editable electronic spreadsheet:

<http://www.lexisnexis.com/documents/335-20081208120111.xls> . Plaintiffs shall email their spreadsheet to the LexisNexis Data Integrity Group at the following email address: [ingcl-efile-di@lexisnexis.com](mailto:ingcl-efile-di@lexisnexis.com) .

Within **five (5) business days** from the date the LexisNexis Data Integrity Group uploads the case specific service list for a new case, plaintiffs are **ORDERED** to e-file the “Filed” stamped copy of their Complaint and Civil Case Information Statement in .pdf format into LexisNexis File & Serve using only the document types “Filed Complaint” or “Filed Class Action Complaint” and “Civil Case Information Sheet – Complaint” in the transaction. There will be no LexisNexis transaction fee associated with this transaction. While LexisNexis may send a courtesy email notifying plaintiffs that a new case has been uploaded and is available on File & Serve, it is plaintiffs’ responsibility to check LexisNexis in order to determine when the case specific service list for a new case has been uploaded.

**5. Case Numbering.** To facilitate efficient management of the Float-Sink Litigation, the Panel has determined that case numbering system attached as **APPENDIX A -**

**AMENDED 05/16/2011** will be used in conjunction with e-filing and service in the Float-Sink Litigation. All parties must review this list carefully prior to registering with LexisNexis and receiving training regarding e-filing and service in the Float-Sink Litigation.

**6. Case Captions.** The cover page of each pleading shall contain the following information in the order listed below:

- a. The name of the court where the pleading is being filed (i.e., In the Circuit Court of Raleigh County);
- b. The name of the mass litigation case type and number (i.e., In re: Float-Sink Litigation, Civil Action No. 11-C-5000000);
- c. A notation indicating whether the pleading applies to all cases or only a subset of cases (i.e., THIS DOCUMENT APPLIES TO ALL CASES or THIS DOCUMENT APPLIES TO: );
- d. A list of the short case title and case number of each case to which the document applies (i.e., Kelley, Robert M vs Arkema Inc et al) Civil Action No. 11-C-5010001). See APPENDIX A - AMENDED 05/16/2011.
- e. If applicable, the caption shall also state whether the filing is related to cases in a particular trial group (i.e., 2011 July Trial Group);
- f. A title stating the party and subject matter of the document (i.e., Defendant XYZ Corporation's Motion for Summary Judgment).

Specific examples of case captions are attached as **Appendix B**.

**7. Master Case File.** The Float-Sink Litigation has a Master Case File bearing the caption: "In Re: Float-Sink Litigation Civil Action No. 11-C-5000000." ***The Master Case File shall contain only pleadings or documents of general applicability to the entire Float-Sink Litigation***, such as trial calendars, case management orders, other orders of general applicability, notices of deposition if they are not case-specific, master pleadings, master discovery and other similar documents.

When a document is intended to be applicable to all cases within the Float-Sink Litigation, the title page of the document shall contain the notation "THIS DOCUMENT APPLIES TO ALL CASES" and the document shall be filed in the Master Case File. See Appendix B.

**8. Individual Case Files.** When a document is intended to be applicable to a specific case or specific cases, the title page of the document shall contain the notation "THIS DOCUMENT APPLIES TO . . . ." and each case shall be listed separately using the specific case number(s). See APPENDIX A - AMENDED 05/16/2011 and Appendix B.

**9. Case Groups.** The Lead Presiding Judge may designate certain case groups to be utilized within the e-filing and e-service system (i.e., 2011 July Trial Group), and may further require Counsel to confer and maintain those case groups.

**10. Document Title Section in the LexisNexis E-Filing System.** When e-filing and/or e-serving a document, the following information shall be provided in the document title section of LexisNexis File & Serve to enable the Court and the parties to search for information in the system:

- a. the party or parties filing the document;
- b. a descriptive title of the document;
- c. the party or parties against whom relief is sought, if any;
- d. the nature of relief sought;
- e. the case number if the document applies to a specific case or cases (i.e., DEF ABC Corp.'s MOT FOR SJ, Civil Action No.11-C-501001; PL Mickey Mitchell's MOT to COMP DISC from DEF XYZ Corp, Civil Action No. 11-5010002).

A standard list of abbreviations which should be used in titling documents in the document title section of the e-filing and e-service system is attached as **Appendix C**. A sample of document titles and descriptions is attached as **Appendix D**.

**11. Stapling and Linking Documents.** West Virginia Trial Court Rule 15.10(b) requires all e-filed documents relating to a single pleading or document submitted in the same transaction to be “electronically stapled” together using the “main” and “supporting” functionality of the e-filing and service system. This enables multiple related documents, such as a motion, memorandum of law in support and proposed order to be kept together and identified in one transaction.

Trial Court Rule 15.10(c) requires any e-filed document directly related to a previously e-filed document, such as a response to a previously e-filed motion, to be linked to the previously e-filed document using the “linked document feature” in the e-filing and service system. This allows the Court to more easily find documents that are related to one another. Use the “link to” column every time a responsive pleading is filed. Because attorneys and the Court need to be able to go to one location to see all related documents, it is better to take a liberal approach in using the “link to” column. Failure to appropriately link a responsive pleading may result in the Court refusing to consider the response.

**12. Discovery Materials.** As required by Rule 5(d)(2) of the Rules of Civil Procedure, “Unless it is required by the court on motion or upon its own initiative, depositions, interrogatories, requests for admissions, requests for production and entry, and answers and responses thereto shall not be filed.” However a certificate of service of discovery materials shall be filed.

**13. Oversized Documents, DVDs and Other Items That Cannot Be Filed and Served Electronically.** Oversized documents, including but not limited to maps or charts, DVDs, manuals and other items that cannot be filed and served electronically shall be filed conventionally in the office of the Clerk of the Raleigh County Circuit Court and served conventionally. Within twenty-four (24) hours of conventionally filing such oversized document or other item, the filing party is **ORDERED** to e-file a “docket entry transaction” in LexisNexis® File & Serve providing a full description of the oversized document or item filed and served conventionally. There will be no LexisNexis transaction fee associated with e-filing the docket entry transaction, however, the docket entry transaction must be a separate transaction and not included with other documents.

To file the docket entry transaction the filing party will go through the File & Serve process, but instead of uploading the oversized document or other item, the filing party will select the document type “Oversized Document/Item,” select “Submitted conventionally” from the access drop down, and enter a document title description in accordance with the requirements of Section 9 of this Order.

If the oversized document or item is an exhibit to an e-filed document, the Transaction Identification Number of the e-filed document shall be placed in the upper right-hand corner of the exhibit, (i.e., Exhibit A to Transaction ID 12345678) and the docket entry transaction shall be linked to the e-filed and served document using the “linked document feature”. See Section 11 of this Order.

**14. Pro Hac Vice Motions.** A motion for admission to practice pro hac vice shall not be filed in the Master Case or in multiple cases as one transaction. The motion shall be filed in each individual case in which counsel seeks admission to practice. See Rule 8.0(b) of the Rules

for Admission to the Practice of Law. If a motion for admission to practice pro hac vice is filed into the Master Case or using the multi-case feature, the Clerk's Office shall reject the filing.

**15. Sealed Documents.** Pursuant to Trial Court Rule 15.12, a motion to seal documents shall be e-filed and e-served. However, any documents that are the subject of a motion to seal shall be filed directly with the Court enclosed in sealed envelopes to be opened as directed by the Court, and a copy of the documents that are the subject of the motion to seal shall be provided to the Presiding Judge for review.

**16. E-filing and Service of Documents and Exhibits Containing Confidential Information.** To properly e-file and serve documents and exhibits that contain confidential information, submit two transactions in LexisNexis File & Serve:

**Transaction 1: E-file ONLY the document and/or exhibit with the sections citing to the confidential material redacted.** Do not select any participants on the Service tab. If the entire document and/or exhibit is confidential, e-file ONLY a cover sheet saying that the document and/or exhibit in question is confidential and subject to protective order.

**Transaction 2: E-Serve ONLY-Private the un-redacted version of the document and/or exhibit(s)** on all counsel, the Presiding Judges and Mass Litigation Manager Kimberley R. Fields. By selecting Serve Only-Private, only those who are actually served with the document will have the ability to see the transaction and view the document.

**Final Step: File a hard copy of the confidential document and/or exhibit in a sealed envelope with the Court.**

The sealed envelope must state:

- a. the appropriate Case Caption (See Section 5 and Appendix B of the E-filing CMO);
- b. that the contents are Confidential and Subject to Protective Order;



- c. that a redacted version of the contents were e-filed;
- d. a description of the contents enclosed in the envelope (i.e., exhibits); and
- e. the e-filing date and Transaction ID number of the e-filing.

**17. Personal Data Identifiers.**

**a. E-service of Documents Containing Personal Data Identifiers.** If a party wishes to serve counsel of record with pleadings or other documents that contain personal data identifiers, the party shall use the “**serve only – private**” feature in LexisNexis File & Serve. This will cause the document to be accessible only by the parties selected to be served.

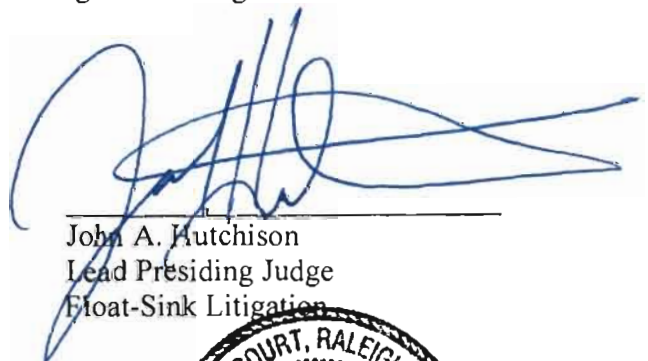
**b. E-filing and Service of Documents Containing Personal Data Identifiers.** To promote electronic access to case files while also protecting personal privacy and other legitimate interests, counsel and the parties shall refrain from including, or shall partially redact where inclusion is necessary, the following personal data identifiers from all pleadings filed with the Court, including exhibits attached to pleadings, whether filed electronically or in paper, unless otherwise ordered by the Court. **Responsibility for redacting personal data identifiers rests solely with counsel and the parties. The Clerk will not review each pleading for compliance regarding redaction of personal data identifiers.**

- 1. Social Security numbers.** If an individual’s social security number must be included in a pleading, only the last four (4) digits of that number should be included.
- 2. Dates of birth.** If an individual’s date of birth must be included in a pleading, only the year should be used.
- 3. Financial account numbers.** If financial account numbers are relevant, only the last four (4) digits of those numbers should be used.

4. **Names of minor children.** If the involvement of a minor child must be mentioned, only the initials of that child should be used.
5. **Medical information.** If medical information is intended to be disclosed in any public filing, the party intending to disclose such information shall give the party whose medical information is the subject of such disclosure ten (10) days notice of such intended disclosure, including identification of the specific medical information the party intends to disclose. If the party whose medical information is intended to be disclosed believes such information requires the additional protection of filing with the Court under seal, that party shall identify the medical information it believes should be filed under seal to the party who intends to disclose the information as soon as practicable, but no later than ten (10) days after receiving notice of such intended disclosure. If the parties are unable to agree as to the extent of additional protection, if any, to be applied, the party whose medical information is intended to be disclosed shall file a motion to seal with the Court for a determination as to whether, and to what extent, the identified medical information shall be sealed or otherwise further protected.

The Clerk is **ORDERED** to provide a certified copy of this Order to all Counsel of record, any self-represented parties and the Mass Litigation Manager.

ENTER: May 16, 2011



John A. Hutchison  
Lead Presiding Judge  
Float-Sink Litigation

The foregoing is a true copy of an order entered in this office on the 16th day of May, 2011.  
PAUL H. FLANAGAN, Circuit Clerk of Raleigh County, West Virginia  
By: cus  
Deputy



**APPENDIX A – AMMENDED 05/16/2011**

<b>Circuit Case #</b>	<b>CaseName</b>	<b>Original County</b>	<b>MLP Case #</b>
	<b>Float-Sink Litigation 11-C-5000000 Master Case</b>		<b>MC 11-C-5000000</b>
10-C-41	Kelley, Robert M vs Arkema Inc et al	Barbour	11-C-5010001
10-C-58	Mitchell, Mickey vs Arkema Inc et al	Barbour	11-C-5010002
10-C-59	Spotloe, Sandra vs Arkema Inc et al	Barbour	11-C-5010003
10-C-144	Bias, John vs Arkema Inc et al	Boone	11-C-5030001
10-C-184	Blevins, Joseph vs Arkema Inc et al	Boone	11-C-5030002
10-C-185	Bowen, Gene A vs Arkema Inc et al	Boone	11-C-5030003
10-C-186	Chandler, John vs Arkema Inc et al	Boone	11-C-5030004
10-C-187	Fraley, Westley vs Arkema Inc et al	Boone	11-C-5030005
10-C-188	Gallagher, Michael vs Arkema Inc et al	Boone	11-C-5030006
10-C-189	Gillispie, Ronald Jr vs Arkema Inc et al	Boone	11-C-5030007
10-C-190	Harless, Fred vs Arkema Inc et al	Boone	11-C-5030008
10-C-191	Jarvis, Carlos G Jr vs Arkema Inc et al	Boone	11-C-5030009
10-C-192	Miller, Dennis A vs Arkema Inc et al	Boone	11-C-5030010
10-C-283	Jones, Joseph vs Arkema Inc et al	Boone	11-C-5030011
10-C-37	Groves, Michael W vs Arkema Inc et al	Braxton	11-C-5040001
10-C-46	Yates, Gary vs Oneida Coal Co	Braxton	11-C-5040002
10-C-158	Jarvis, Gary L vs Arkema Inc et al	Fayette	11-C-5100001
10-C-258	Lewark, Tod vs Arkema Inc et al	Harrison	11-C-5170001
10-C-1109	Blount, Jeffrey vs Arkema Inc et al	Kanawha	11-C-5200001
10-C-1110	Elswick, James E Jr vs Arkema Inc et al	Kanawha	11-C-5200002
10-C-1111	Hapney, Theodore vs Arkema Inc et al	Kanawha	11-C-5200003
10-C-1113	Hicks, Carl R vs Arkema Inc et al	Kanawha	11-C-5200004
10-C-1114	Hodge, Gary W vs Arkema Inc et al	Kanawha	11-C-5200005
10-C-1115	Hodge, William E vs Arkema Inc et al	Kanawha	11-C-5200006
10-C-1116	Johnson, Elmer Lee vs Arkema Inc et al	Kanawha	11-C-5200007
10-C-1117	Koenig, Charles T vs Arkema Inc et al	Kanawha	11-C-5200008
10-C-1118	March, Wilda vs Arkema Inc et al	Kanawha	11-C-5200009
10-C-1119	McGraw, John L vs Arkema Inc et al	Kanawha	11-C-5200010
10-C-1120	McNeal, Roy E Jr vs Arkema Inc et al	Kanawha	11-C-5200011
10-C-1121	Nickell, Steven vs Arkema Inc et al	Kanawha	11-C-5200012
10-C-1208	Elswick, James E Sr vs Arkema Inc	Kanawha	11-C-5200013
10-C-1122	Raines, Donald vs Arkema Inc	Kanawha	11-C-5200014
10-C-220	Riffe, James vs American Coal Testing Inc et al	Logan	11-C-5230001
10-C-200	Boytek, Joe vs American Coal Testing Inc et al	Logan	11-C-5230002
10-C-201	Boytek, Monty vs American Coal Testing Inc et al	Logan	11-C-5230003
10-C-202	Boytek, Randy vs American Coal Testing Inc et al	Logan	11-C-5230004

Circuit Case #	CaseName	Original County	MLP Case #
10-C-203	Browning, Ricky vs American Coal Testing Inc et al	Logan	11-C-5230005
10-C-204	Chafin, Drema vs American Coal Testing Inc et al	Logan	11-C-5230006
10-C-351	Cline, Joseph C vs Arkema Inc et al	Logan	11-C-5230007
10-C-205	Conley, Craig vs American Coal Testing Inc et al	Logan	11-C-5230008
10-C-206	Copley, Joseph vs American Coal Testing Inc et al	Logan	11-C-5230009
10-C-207	Copley, Keith vs American Coal Testing Inc et al	Logan	11-C-5230010
10-C-208	Doty, Bruce vs American Coal Testing Inc et al	Logan	11-C-5230011
10-C-209	Estrathers, Manuel Jr vs American Coal Testing Inc et al	Logan	11-C-5230012
10-C-210	Funk, Orville vs American Coal Testing Inc et al	Logan	11-C-5230013
10-C-211	Hager, Edward vs American Coal Testing Inc et al	Logan	11-C-5230014***
10-C-212	Hatfield, Thomas vs American Coal Testing Inc et al	Logan	11-C-5230015
10-C-213	Herndon, William vs American Coal Testing Inc et al	Logan	11-C-5230016
10-C-214	Jeffrey, Thomas vs American Coal Testing Inc et al	Logan	11-C-5230017
10-C-215	Midkiff, Lowell Jr vs American Coal Testing Inc et al	Logan	11-C-5230018
10-C-216	Pierson, Paul vs American Coal Testing Inc et al	Logan	11-C-5230019
10-C-217	Podunavac, Sammy vs American Coal Testing Inc et al	Logan	11-C-5230020
10-C-218	Redmond, Randy vs American Coal Testing Inc et al	Logan	11-C-5230021
10-C-219	Reedy, Ralph vs American Coal Testing Inc et al	Logan	11-C-5230022
10-C-221	Shell, Russell vs American Coal Testing Inc et al	Logan	11-C-5230023
10-C-222	Slater, James vs American Coal Testing Inc et al	Logan	11-C-5230024
10-C-223	Townsend, David vs American Coal Testing Inc et al	Logan	11-C-5230025
10-C-224	Vance, Marlene vs American Coal Testing Inc et al	Logan	11-C-5230026
10-C-225	Webster, Harrison vs American Coal Testing Inc et al	Logan	11-C-5230027
10-C-226	Wellman, Dennis vs American Coal Testing Inc et al	Logan	11-C-5230028
10-C-227	White, Berry Jr vs American Coal Testing Inc et al	Logan	11-C-5230029
10-C-228	Williams, Kenneth vs American Coal Testing Inc et al	Logan	11-C-5230030
10-C-229	Wilson, Kenneth vs American Coal Testing Inc et al	Logan	11-C-5230031
10-C-149	Barto, Mary Jo vs American Coal Testing Inc	Logan	11-C-5230032
10-C-199	Blevins, Mark vs American Coal Testing Inc	Logan	11-C-5230033
10-C-119	Auth, Larry vs Arkema Inc et al	Marshall	11-C-5260001
10-C-164	Gatts, Roger vs Arkema Inc et al	Marshall	11-C-5260002
10-C-165	Stephens, John v Arkema Inc et al	Marshall	11-C-5260003
10-C-116	Atwell, Ralph K vs Arkema Inc et al	McDowell	11-C-5240001
10-C-147	Buckland, Larry D vs Allied Chemical Corp	McDowell	11-C-5240002
10-C-148	Fortner, Arnold E vs Allied Chemical Corp	McDowell	11-C-5240003
10-C-149	Hall, Darlene vs Allied Chemical Corp	McDowell	11-C-5240004
10-C-150	Lester, Bobby L vs Allied Chemical Corp	McDowell	11-C-5240005
10-C-151	Mocnik, Dieter vs Allied Chemical Corp	McDowell	11-C-5240006
10-C-152	Rose, James vs Allied Chemical Corp	McDowell	11-C-5240007

Circuit Case #	CaseName	Original County	MLP Case #
10-C-153	Testerman, Anthony S vs Allied Chemical Corp	McDowell	11-C-5240008
10-C-154	Waugh, Carl D vs Allied Chemical Corp	McDowell	11-C-5240009
10-C-243-c	Holt, Earl vs Arkema Inc et al	Mercer	11-C-5280001
10-C-199	Birchfield, Jimmy D vs Arkema Inc et al	Mingo	11-C-5300001
10-C-199	Blankenship, Kenneth vs Arkema Inc et al	Mingo	11-C-5300002
10-C-199	Dean, Billy Joe vs Arkema Inc et al	Mingo	11-C-5300003
10-C-199	Dean, Lowell vs Arkema Inc et al	Mingo	11-C-5300004
10-C-199	Lester, Curtis vs Arkema Inc et al	Mingo	11-C-5300005
10-C-199	Lester, Donald vs Arkema Inc et al	Mingo	11-C-5300006
10-C-199	Lester, Joseph vs Arkema Inc et al	Mingo	11-C-5300007
10-C-199	Lester, Shelah vs Arkema Inc et al	Mingo	11-C-5300008
10-C-199	Maynard, Bruce G vs Arkema Inc et al	Mingo	11-C-5300009
10-C-199	Maynard, Daniel vs Arkema Inc et al	Mingo	11-C-5300010
10-C-199	McCune, Earl vs Arkema Inc et al	Mingo	11-C-5300011
10-C-199	Simpkins, Eddy vs Arkema Inc et al	Mingo	11-C-5300012
10-C-199	Teeters, Jason vs Arkema Inc et al	Mingo	11-C-5300013
10-C-437	Fridley, Mickey D vs Arkema Inc et al	Monongalia	11-C-5310001
10-C-95	Akers, Dennis vs Arkema Inc et al	Nicholas	11-C-5340001
10-C-95	Bailey, Larry vs Arkema Inc et al	Nicholas	11-C-5340002
10-C-95	Fitzwater, Benjamin vs Arkema Inc et al	Nicholas	11-C-5340003
10-C-95	Boothe, Dwayne vs Arkema Inc et al	Nicholas	11-C-5340004
10-C-95	Cook, Richard vs Arkema Inc et al	Nicholas	11-C-5340005
10-C-95	Cooper, David vs Arkema Inc et al	Nicholas	11-C-5340006
10-C-95	Kershner-Vanover, Janet vs Arkema Inc et al	Nicholas	11-C-5340007
10-C-95	Kutcher, Robert vs Arkema Inc et al	Nicholas	11-C-5340008
10-C-95	Smith, David vs Arkema Inc et al	Nicholas	11-C-5340009
10-C-215	Bibbee, Michael vs Arkema Inc et al	Ohio	11-C-5350001
10-C-281	Doll, Carey G vs Arkema Inc et al	Ohio	11-C-5350002
10-C-282	Greathouse, Cindy L vs Arkema Inc et al	Ohio	11-C-5350003
10-C-283	Huntsman, Kevin L vs Arkema Inc et al	Ohio	11-C-5350004
10-C-284	Nixon, James E vs Arkema Inc et al	Ohio	11-C-5350005
10-C-285	Wisor, Keith E vs Arkema Inc et al	Ohio	11-C-5350006
10-C-491	Allison, Terrance R vs Arkema Inc et al	Raleigh	11-C-5410001
10-C-492	Altice, Kevin L vs Arkema Inc et al	Raleigh	11-C-5410002
10-C-493	Clay, Roscoe vs Arkema Inc et al	Raleigh	11-C-5410003
10-C-494	Dickens, Gerald vs Arkema Inc et al	Raleigh	11-C-5410004
10-C-495	Fondale, David vs Arkema Inc et al	Raleigh	11-C-5410005
10-C-496	Keene, Jack S vs Arkema Inc et al	Raleigh	11-C-5410006
10-C-497	Lilly, Anthony N vs Arkema Inc et al	Raleigh	11-C-5410007
10-C-498	Lilly, James K vs Arkema Inc et al	Raleigh	11-C-5410008

Circuit Case #	CaseName	Original County	MLP Case #
10-C-499	Lipford, Michael P vs Arkema Inc et al	Raleigh	11-C-5410009
10-C-500	Lykins, Mark L vs Arkema Inc et al	Raleigh	11-C-5410010
10-C-501	McKinney, Lacy D vs Arkema Inc et al	Raleigh	11-C-5410011
10-C-502	Plantz, Matthew D vs Arkema Inc et al	Raleigh	11-C-5410012
10-C-503	Wright, Nina V vs Arkema Inc et al	Raleigh	11-C-5410013
10-C-504	Shannon, Donald vs Arkema Inc et al	Raleigh	11-C-5410014
10-C-505	Trail, Dustin vs Arkema Inc et al	Raleigh	11-C-5410015
10-C-506	Williams, Bobbie vs Arkema Inc et al	Raleigh	11-C-5410016
10-C-507	Williams, Harold vs Arkema Inc et al	Raleigh	11-C-5410017
10-C-22	Hicks, Walter M vs Arkema Inc et al	Webster	11-C-5510001
10-C-23	McClung, Lloyd vs Arkema Inc et al	Webster	11-C-5510002
10-C-106	Dunn, Lyndall W vs Cliffs Natural Resources Exploration	Wyoming	11-C-5550001
10-C-138	Hicks, Ricky vs Arkema Inc et al	Wyoming	11-C-5550002

\*\*\* Hager, Edward vs American Coal Testing Inc et al, Changed from 11-C-5200014 TO 11-C-5230014

**APPENDIX B**

**EXAMPLES OF CASE CAPTIONS**

**For a document that applies to all cases:**

IN THE CIRCUIT COURT OF RALEIGH COUNTY, WEST VIRGINIA

IN RE: FLOAT-SINK LITIGATION

CIVIL ACTION NO. 11-C-5000000

THIS DOCUMENT APPLIES TO ALL CASES

CASE MANAGEMENT ORDER

**For a document that applies to specific cases:**

IN THE CIRCUIT COURT OF RALEIGH COUNTY, WEST VIRGINIA

IN RE: FLOAT-SINK LITIGATION

CIVIL ACTION NO. 11-C-5000000

THIS DOCUMENT APPLIES TO:

Kelley, Robert M vs Arkema Inc et al

Civil Action No. 11-C-5010001

Mitchell, Mickey vs Arkema Inc et al

Civil Action No. 11-C-5010002

Jarvis, Carlos G vs Arkema Inc et al

Civil Action No. 11-C-5030009

Groves, Michael W vs Arkema Inc et al

Civil Action No. 11-C-5040001

DEFENDANT ABC CORPORATION'S MOTION TO DISMISS

## APPENDIX C

### STANDARD LIST OF ABBREVIATIONS FOR USE IN THE DOCUMENT TITLE FIELD OF THE E-FILING AND SERVICE SYSTEM

ABST	ABSTRACT
A	ADMINISTRATIVE
ADM	ADMISSION
AFD	AFFIDAVIT
AMD	AMENDED
AGRMT	AGREEMENT
AMOTH	AMONG OTHER THINGS
ANS	ANSWER
ATTY	ATTORNEY
COS	CERTIFICATE OF SERVICE
CC	CERTIFIED COPY
CM	CERTIFIED MAIL
CMC	CERTIFIED MAIL CARD
CLK	CLERK
CIR	CIRCUIT
CIV	CIVIL
COMP	COMPEL
CONF	CONFERENCE
CPY	COPY
C OF R	COUNSEL OF RECORD
CNTR-CLM	COUNTERCLAIM
CT	COURT
CP	CREDIBLE PERSON
CR CL	CROSSCLAIM
DEFS	DEFENDANTS
DISCOV	DISCOVERY
DISCL	DISCLOSURE
DISM	DISMISSAL
DOCS	DOCUMENTS
EXH	EXHIBIT
GAL	GUARDIAN AD LITEM
GRT	GRANTED/GRANTING
HRG	HEARING
ID	IDENTIFY/IDENTIFICATION
INSTR	INSTRUCTIONS
INTERR	INTERROGATORIES
ISD	ISSUED
JDG	JUDGE
JUDG	JUDGMENT
JRY	JURY



JV	JURY VERDICT
LET	LETTER
MEMO	MEMORANDUM
MOT	MOTION
NOT	NOTICE
NOT APP	NOTICE OF APPEARANCE
NOT HRG	NOTICE OF HEARING
NOS	NOTICE OF SERVICE
NPT	NUNC PRO TUNC
OBJ	OBJECTION
OPPOS	OPPOSITION
OBO	ON BEHALF OF
O	ORDER
PET	PETITION
PLS	PLAINTIFFS
POD	PRODUCTION OF DOCUMENTS
PROT O	PROTECTIVE ORDER
REC	RECEIVE
REPS	REPRESENTATIVE
REQ	REQUEST
RESP	RESPONSE
R/S	RETURN OF SERVICE
SCHED	SCHEDULING/SCHEDULED
SO	SCHEDULING ORDER
S	SETTLEMENT/SETTLE
S/F	SIGNED FOR
SH	SHERIFF
SOS	SECRETARY OF STATE
STIP	STIPULATION
SUBP	SUBPOENA
SUBP DT	SUBPOENA DUCES TECUM
SJ	SUMMARY JUDGMENT
SUPP	SUPPLEMENTAL
TRANS	TRANSCRIPT
TRANSF	TRANSFER
TR	TRIAL
TD	TRIAL DATE
VERD	VERDICT
VERIF	VERIFICATION
W/	WITH
W/D	WITHDRAW
W/O	WITHOUT
WIT	WITNESS

## APPENDIX D

### EXAMPLES OF DOCUMENT TITLE DESCRIPTIONS

“Defendants ABC Corporation’s and XYZ Corporation’s Motion for Summary Judgment”

**Document Title Description:**

DEFS ABC Corp.’s and XYZ Corp.’s MOT for SJ

“Plaintiff’s Certificate of Service of Interrogatories and Request for Production of Documents on ABC Corporation”

**Document Title Description:**

PLS COS of INTERR and REQ for POD to ABC Corp.