

Mississippi Workers' Compensation Commission

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NOTICE REGARDING THE FILING OF PLEADINGS/DOCUMENTS

MWCC Procedural Rule 20, copied below, specifically requires an attorney submitting a document or pleading which bears the attorney's signature to also include the typed or printed name of the attorney, the official Mississippi Bar identification number of the attorney, along with the complete address and telephone number of the attorney.

This Notice is to remind attorneys who file documents or pleadings with the Commission to include this additional information with their signature. This Rule applies to everything from simple correspondence to settlement petitions and proposed orders. Of note, this Rule is in the process of being amended to require, as well, the inclusion of the attorney's fax number and email address. It would not be a bad idea to start including these additional two items immediately.

PROCEDURAL RULE 20. FILING OF PLEADINGS AND OTHER DOCUMENTS.

Except for the claimant's petition to controvert (in triplicate); proposed order for approval of settlement (original and three copies); and briefs to the Full Commission (original and two copies); only one copy of a pleading or other document is required to be filed at the Commission. Once a case is controverted, each party shall certify that he or she has sent a copy of the pleading or other document to each other party to the case.

Any document or pleading prepared by an attorney for a party shall contain the typed or printed name, official Mississippi Bar identification number, and address and telephone number of the attorney. All pleadings and other documents filed with the Commission, including any stenographically reported depositions, shall be typed or printed on letter size (8-1/2" x 11") paper to conform with the Mississippi Rules of Civil Procedure and the Mississippi Rules of Appellate Procedure and shall contain the style of the case and Commission file number.

Any proposed order submitted to the Commission or Administrative Judge shall be signed by the party preparing the order, and where the proposed order is an agreed or joint order, such as an order approving settlement, it must be signed and approved by an attorney or other legal representative for each party.

This rule shall be in force and effect on and after April 1, 2001.