**PELRB Form #16 (Revised 2-5-25)**

**STATE OF NEW MEXICO**

**PUBLIC EMPLOYEE LABOR RELATIONS BOARD**

IN THE MATTER OF:

**[NAME],**

**Complainant,**

**v. PELRB No.**

**[NAME],**

**Respondent.**

**STIPULATED PRE-HEARING ORDER**

Pursuant to the Scheduling Notice issued by the PELRB or upon their own motion, the Parties hereby submit this stipulated pre-hearing Order. Representatives of the Parties are:

For COMPLAINANT For RESPONDENT

Name: Name:

Address: Address:

Telephone Telephone:

Fax: Fax:

Email: Email:

**STATEMENT OF THE CASE AND BURDEN OF PROOF**

1. **Complainant States:**
2. **Respondent States:**

**STATEMENT OF CONTESTED ISSUES AND FACTS**

1. **Complainant States:**
2. **Respondent States:**

**STIPULATIONS AS TO MATTERS NOT IN DISPUTE**

1. **The Parties hereto stipulate and agree to the following facts or issues:**
2. **The Parties hereto stipulate that the following facts or issues are not in dispute:**

**OTHER DEADLINES**

**WITNESS AND EXHIBIT LISTS**

The Parties must confer over all proposed hearing Exhibits and shall exchange them when Exhibit Lists are exchanged. This does not apply to rebuttal Exhibits that cannot be anticipated before the hearing. All Exhibits must be marked for identification purposes. The identification number or letter will remain the same whether the Exhibit is admitted or not.

1. **Complainant’s Witness List:**
2. **Complainant’s Exhibit List:**
3. **Respondent’s Witness List:**
4. **Respondent’s Exhibit List:**

**ACCOMMODATIONS/TRANSLATION**

Special needs to accommodate disabilities or translation services are as follows:

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Pilar Vaile

Executive Director, PELRB

APPROVED:

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For Complainant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Respondent