

IN THE UNITED STATES DISTRICT COURT FOR THE  
EASTERN DISTRICT OF VIRGINIA  
Alexandria Division

IN RE: PETITIONS FOR APPLICATION  
OF RETROACTIVE 2023 CRIMINAL  
HISTORY AMENDMENT TO THE  
SENTENCING GUIDELINES

STANDING ORDER

To ensure an efficient method for resolving motions for sentence reductions based on the retroactive amendment to the Sentencing Guidelines (Amendment 821) in the Alexandria Division, it is hereby


ORDERED that the United States Probation Office prepare a recalculation worksheet for each defendant who may be eligible for a sentence reduction based on Amendment 821 and file the worksheet under seal with copies supplied to counsel of record. Each worksheet should include the guidelines used when the defendant was originally sentenced; any reductions to that sentence due to Fed. R. Crim. P. 35(b) motions, the First Step Act, or other adjustments; a summary of the defendant's conduct while incarcerated; and the new guideline range resulting from application of Amendment 821; and it is further

ORDERED that within 14 days of the worksheet being filed, defense counsel of record should move to be re-appointed or decline re-appointment. If there is no response from defense counsel of record or if counsel declines reappointment, the Office of the Federal Public Defender will be appointed to represent the defendant, unless it notifies the Court of a conflict; and it is further

ORDERED that the Clerk's Office and Probation Office are permitted to disclose the Presentence Investigation Report, any sealed judgments, and any sealed documents related to sentencing to counsel of record upon their request, without further order of the Court. Requests for any other sealed materials must be made by a motion.

Entered this 15<sup>th</sup> day of November, 2023.

Alexandria, Virginia

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**Leonie M. Brinkema**  
**United States District Judge**