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ADMINISTRATIVE PROCEEDING  
FILE NO. 3-10895

UNITED STATES OF AMERICA  
Before the  
SECURITIES AND EXCHANGE COMMISSION  
October 15, 2002

SECURITIES & EXCHANGE COMMISSION  
MAILED FOR SERVICE

In the Matter of

ORDER

OCT 16 2002

OXFORD CAPITAL MANAGEMENT, INC.  
and JOHN G. DANZ, JR.

CTFD. NO. \_\_\_\_\_

The Securities and Exchange Commission (Commission) issued its Order Instituting Proceedings (OIP) on September 23, 2002. The OIP required Respondents to file their answers within twenty days after service. The Chief Administrative Law Judge subsequently assigned the matter to my docket and scheduled a hearing for October 28, 2002.

By letter dated October 10, 2002, counsel for the Division of Enforcement (Division) and for Respondents jointly requested a telephonic prehearing conference. By letter dated October 11, 2002, counsel for Respondents requested an enlargement of time, until November 26, 2002, to file answers to the OIP.

In the usual case, inspection and copying of the Division's investigative file follows the submission of answers. See Rule 230(d) of the Commission's Rules of Practice. Here, in contrast, Respondents seek what they characterize as "ample time" to inspect and copy before filing their answers. Inasmuch as the Division has agreed to an enlargement of time, I assume the Division is willing to make its investigative file available for inspection and copying forthwith.


Respondents' motion for an enlargement of time to file answers is granted in part and denied in part. Respondents' answers will be deemed timely if filed and served on or before October 31, 2002. No greater enlargement is warranted under Rule 161 of the Commission's Rules of Practice. Of course, Rule 220(e) of the Commission's Rules of Practice permits Respondents an opportunity to amend their answers, if justice so requires.

Pursuant to Rule 230(d) of the Commission's Rules of Practice, I order the Division to make available its investigative file for inspection and copying immediately, i.e., starting today. Pursuant to Rule 230(c) of the Commission's Rules of Practice, I also order the Division to file and serve a list of all withheld documents on or before November 5, 2002. Such a list must

identify each document withheld from inspection and copying by that document's author, addressee, date, page length, subject matter, and claimed privilege.

Insofar as the parties' letter of October 10, 2002, requests a telephonic prehearing conference before answers to the OIP have been filed and served, that request is denied. A telephonic prehearing conference will be scheduled for November 12, 2002, at 11 a.m. Eastern time. I will advance that date if the parties wish, provided I have in hand Respondents' answers and the Division's privilege log. The hearing previously scheduled for October 28, 2002, is postponed to a date to be determined at the telephonic prehearing conference.

SO ORDERED.

  
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James T. Kelly  
Administrative Law Judge