



## NOTICE TO THE BAR

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New York State  
Unified Court System

Hon. Kathie E. Davidson  
Administrative Judge

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For Immediate Release:  
May 27, 2020

### **DUTCHESS, ORANGE, PUTNAM, ROCKLAND, WESTCHESTER COUNTIES PHASE 1 RETURN TO IN-PERSON OPERATIONS**

Hon. Kathie E. Davidson, Administrative Judge for the Ninth Judicial District, announces that effective Wednesday, May 27, 2020, the Courts in Dutchess, Orange, Putnam, Rockland, and Westchester counties commenced a Phase I Return to In-Person Operations. This is part of an incremental approach to expand court operations. Throughout the COVID-19 public health crisis, the county courthouses in all five counties of the Ninth Judicial District have remained open and, while limiting foot traffic, continued to hear essential matters. Over the past several weeks, courts have been steadily increasing cases handled. Operations expanded to include virtual courtrooms, a focus on resolving pending fully submitted motions across the District, and an expansion to allow the filing of new motions.

In Phase 1, Judges and chambers staff have returned to the courthouses in the Supreme Courts, County Courts, Surrogate's Courts, Family Courts and City Courts as of May 27, 2020 and these Courts will accept filings of new actions and proceedings with the exception of applications for landlord tenant evictions, mortgage foreclosures and default judgment motions. Clerical staff are present to handle new filings. The pre-existing virtual courtrooms and virtual chambers plans shall continue.

All filings must be made either through the New York State Courts Electronic Filing System (NYSCEF), where available, or through the Electronic Document Delivery System (EDDS). This includes attorneys filing orders to show cause, meaning, all paperwork submitted by attorneys must be sent electronically. It is expected that through the use of NYSCEF, EDDS, virtual courtrooms and virtual chambers there will continue to be limited foot traffic in our court facilities. Information regarding NYSCEF and EDDS is available at [www.nycourts.gov](http://www.nycourts.gov)

In Phase 1 Return to In-Person Operations, all courts in the Ninth Judicial District are focused on ensuring the safety of all those who enter court facilities. All Judges, non-judicial employees, and members of the public entering the courthouse are expected to use appropriate PPE. Court security will ensure proper PPE and spatial distancing for all members of the public entering courthouses.

No one shall be permitted to enter a court facility without a mask covering their mouth and nose. Any member of the public who self-identifies as at risk of COVID-19 will be restricted from entering the courthouse.

All Town and Village Justice Courts Justices and Clerks may return to their court facilities to handle clerical matters and work on decisions, however, there will be no calendars in the Town and Village Justice Courts.