



**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
PHILADELPHIA COURT OF COMMON PLEAS**

TRIAL DIVISION – CIVIL

NOTICE TO THE BAR

February 8, 2023

**Protocol for Settlement Conferences Conducted by Judges Pro Tempore in
Major Jury Program**

This notice to the Bar applies only to Settlement Conferences conducted by Judges Pro Tempore and does not affect any protocols for mandatory settlement conferences conducted by trial judges.

Please take notice, effective March 6, 2023, all Settlement Conferences with Judges Pro Tempore (JPT) in cases assigned to the Major Jury Program will be scheduled for a date certain utilizing Zoom video conferencing technology.

The Dispute Resolution Center will host the virtual Settlement Conferences. The date on the notice and on the docket will be the actual date of the virtual Settlement Conference. The scheduling notice of the Conference will also contain the appropriate information Zoom meeting link. ***No continuances will be granted.***

Settlement Conference Memoranda must be electronically filed with the Court and served on parties of record at least ten (10) days prior to the date of the Conference.

Please be reminded that the JPTs work directly under the supervision of the Judicial Team Leaders to whom the results of each Conference are reported. Should counsel appear unprepared or fail to negotiate in good faith at the Conference, the JPT may recommend the issuance of a Rule to Show Cause before the Judicial Team Leader who will address the failure to appropriately participate in the Conference.

Honorable Lisette Shirdan-Harris
Administrative Judge
Trial Division

Honorable Daniel J. Anders
Supervising Judge
Trial Division – Civil