

FIRST JUDICIAL DISTRICT OF PENNSYLVANIA

Administrative Court Order

No. 37 of 2020

In re: ORPHANS' COURT CITATION PROCEDURE

ORDER

AND NOW, this 1st day of June, 2020, in light of the Per Curiam Order of the Pennsylvania Supreme Court dated May 27, 2020 for Cessation of Statewide Judicial Emergency after June 1, 2020, and in accordance with the continuing the judicial emergency declarations for the First Judicial District, and

Whereas, to ensure protection of the public, employees of the Clerk of Orphans' Court and the First Judicial District, public access to City Hall is not permitted at this time,

It is therefore **ORDERED and DECREED** that, until further modified by this Court, the Orphans' Court citation procedure shall be as follows:

1. For emergency guardianship petitions, the substitute citation procedure established under paragraph 8. H. of this Court's March 17th Order (No. 10 of 2020) and its subsequent amendments, remains in effect until such time as the Clerk of Orphans' Court can resume processing emergency citations.
2. Effective June 1, 2020, petitions for citation shall be reviewed by the assigned Orphans' Court Judges.
3. Effective June 8, 2020, the Clerk of Orphans' Court shall process decrees granting petitions for citations. The Clerk shall use such procedures to see that the citations properly exit from the Clerk's office and are delivered to Petitioner by such means as facsimile, regular mail or electronic mail. Petitioners and counsel are directed to exercise due diligence and cooperate with the Clerk' Office.
4. Questions regarding the issuance of citations shall be directed to Diane Patete, Clerk of Orphans' Court, Room 415 City Hall, Philadelphia, PA 19107, (215) 686-2230, e-mail address Diane.Patete@courts.phila.gov.

BY THE COURT:

/s/ Idee C. Fox

**Idee C. Fox, President Judge
Court of Common Pleas,
Chair, Administrative Governing Board
First Judicial District of Pennsylvania**