

**NOTICE TO THE BAR**  
**MAJOR NON-JURY PROGRAM**

Please be advised that all matters filed in the Major Non-Jury Program on or after **September 8, 2009** will be scheduled for a mandatory Case Management Conference to be conducted by a Civil Case Manager in 613 City Hall, Philadelphia. The Civil Case Manager will act at the direction of the Coordinating Judge for the Major Non-Jury Program, the Honorable Sandra Mazer Moss.

A Scheduling Order will be entered scheduling the matter for the Case Management Conference to take place approximately ninety (90) days from commencement. A Case Management Conference Memorandum must be fully completed by all parties and presented to the Case Manager at the time of the conference. All counsel/parties must be fully prepared to discuss issues relating to pleadings, service of process, venue, discovery, joinder of additional parties, theories of liability, damages, and applicable defenses. At the conclusion of the conference, the Case Manager may enter a Case Management Order, establishing litigation deadlines and setting forth a trial pool month assignment.

Failure to appear for the conference or failure to file or serve a Complaint at the time of the conference may result in the entry of an Order for Rule Returnable Hearing to be conducted by the Coordinating Judge. At the hearing, the Coordinating Judge will determine whether sanctions should be imposed, judgment of non-pros should be entered for failure to prosecute or whether other appropriate Orders should be entered.

Please direct all inquiries concerning this notice to Stanley Thompson, Esquire, director, Complex Litigation Center at (215) 686-5100.

BY THE COURT:

*D. WEBSTER KEOGH*  
*ADMINISTRATIVE JUDGE*  
*TRIAL DIVISION*

*ESTHER R. SYLVESTER*  
*SUPERVISING JUDGE*  
*TRIAL DIVISION – CIVIL*

*SANDRA MAZER MOSS*  
*COORDINATING JUDGE*  
*COMPLEX LITIGATION CENTER*