

Supreme Court  
of the  
State of New York



DORIS M. GONZALEZ  
ADMINISTRATIVE JUDGE  
CIVIL TERM

CHAMBERS  
851 GRAND CONCOURSE  
BRONX, NEW YORK 10451

**ADMINISTRATIVE ORDER**

By the Authority vested in me as Administrative Judge of this Court; in accordance with the recent operational protocols issued by the Chief Administrative Judge; and after consultation with the Chief Administrative Judge and the Deputy Chief Administrative Judge, and

**WHEREAS** the Civil Term of Supreme Court, Bronx County, has commenced Phase II of the Return to In-Person Operations as of June 24, 2020, it is hereby

**ORDERED** that all Executive Orders, Administrative Orders of the Chief Judge, the Chief Administrative Judge and Deputy Chief Administrative Judge of the New York City Courts issued in response to the COVID-19 (novel coronavirus) public health crisis are incorporated by reference in this Administrative Order; and it is further

**ORDERED** that all matters that have been deemed Essential/Emergency (Chief Administrative Judge Lawrence K. Marks's Administrative Orders AO/78/2020 and AO/99/2020) and all matters deemed Non-Essential will, as of June 24, 2020, continue to be conducted virtually; and it is further

**ORDERED** that all matters with appearances that were scheduled between March 17, 2020, and June 24, 2020, will be given future appearance dates automatically by the Clerk's Office, separate from any virtual conferences independently scheduled by Judges or Judicial Staff; and it is further

**ORDERED** that discovery is to proceed in accordance with Chief Administrative Judge Marks' Administrative Order 129/20 (Attachment A), making use of all available technology and with issues to be presented to the Court only where parties are unable to resolve scheduling issues cooperatively; and it is further

**ORDERED** that commencement papers in foreclosure proceedings may only be filed in conformance with Chief Administrative Judge Marks' Administrative Order 31/20 (Attachment B). Further, per AO/31/20, foreclosure settlement conferences in which all parties are represented by counsel may proceed virtually; lenders may move for a judgment of foreclosure and sale on the ground that a property is vacant and abandoned; and lenders may move to discontinue a pending case. Notwithstanding, all other foreclosure proceedings are otherwise suspended, and no foreclosure action shall be scheduled or held.

This Order shall not apply to matrimonial actions.

Dated: June 24, 2020  
Bronx, New York

  
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Hon. Doris M. Gonzalez  
Administrative Judge for Civil Matters

## **Attachment A**

**ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, I hereby direct that, effective immediately, Administrative Order AO/88/20 shall be cancelled and shall have no further force or effect.

In light of the ongoing coronavirus public health emergency, counsel and litigants are strongly encouraged to pursue discovery in cooperative fashion and to employ remote technology in discovery whenever possible. In the event that physicians or other medical personnel (including administrative personnel) are unavailable for deposition or other litigation discovery for reasons relating to the treatment of COVID-19 patients, and the parties are unable to resolve the scheduling issue cooperatively, that issue should be presented to the court for resolution.

  
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Chief Administrative Judge of the Courts

Dated: June 22, 2020

AO/129/20

**Attachment B**

**ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, I hereby order and direct that, effective June 24, 2020, commencement papers in foreclosure proceedings involving residential or commercial property shall require the inclusion of (1) an attorney affirmation in the form attached as Exh. 1 and (2) a Notice to Respondent, in English and Spanish, in the form attached as Exhs. 2 and 3.

Consistent with prior and current gubernatorial Executive Orders (EO/202.8, EO/202.14, EO/202.28, EO/202.38) and Administrative Order AO/68/20, foreclosure matters commenced on or before March 16, 2020 shall continue to be suspended until further order; foreclosure proceedings filed after March 16, 2020 shall, upon the filing of a complaint (if no answer is filed thereafter) or the filing of an answer, be suspended until further order; initial mandatory settlement conferences in residential foreclosures pursuant to CPLR 3408 shall not be scheduled; and foreclosure auctions shall continue to be suspended until further order. Notwithstanding the foregoing, foreclosure matters in which all parties are represented by counsel shall be eligible for calendaring for both initial and follow-up virtual settlement conferences; lenders may move for a judgment of foreclosure and sale on the ground that a property is vacant and abandoned; and lenders may move to discontinue a pending case.

This order shall take effect on June 24, 2020, and shall remain in effect for such time as state and federal emergency measures addressing the COVID-19 pandemic amend or suspend statutory provisions governing foreclosure proceedings, or until further order.

  
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Chief Administrative Judge of the Courts

Dated: June 23, 2020

AO/131/20