

GUIDELINES FOR IN-PERSON MEDIATION

As a result of the COVID-19 virus and to permit the health, safety and welfare of mediation participants, the following new guidelines are in effect for in-person mediation:

1. Confirmation to Judge Thyng and her Judicial Administrator, Ms. Kennedy, that no participant has any of the signs or symptoms of COVID-19 within the past 2 weeks before mediation, specifically any fever, is required. Any such individual's participation will be by telephone, which will be counsel's obligation to arrange.
2. Mediation participants, including the number of counsel, will be limited. The number of counsel attending mediation shall be limited to no more than two (2) per party. Depending on the size of this number the number of counsel in attendance may be reduced.
3. Counsel and their clients are required to wear masks to enter the Courthouse, in Chambers and in the Courtroom.
4. Hand sanitizer will be available in the conference rooms and the Courtroom. Counsel and their clients are required to wash their hands regularly and to maintain the proper social distancing.
5. Once all counsel and their parties have arrived for the mediation, they should enter the Courtroom, maintain social distancing,

and counsel for plaintiff shall call Chambers (302) 573-6173 to let Ms. Kennedy and Judge Thyng know that everyone is present.

6. Counsel and the parties are to buzz and enter through the main Chamber's door and not through the Courtroom, when leaving for lunch or to use the restroom.

7. Public restrooms are located at the end of the hallways on the right and left sides of the building. The restrooms in Chambers are for employee use only.

8. When the Judge dismisses counsel and the parties from the mediation, they shall leave through the main Chambers door.