

Calendar Procedures for Judge Jordan

Effective February 9, 2026

These procedures are applicable to all matters scheduled for hearing on the Court's regularly scheduled "mass" calendars and do not apply to specially set matters, which will be called and heard as indicated in the *Notice of Hearing* or *Order* setting the hearing.

1. **In Person:** All regularly scheduled calendars will be called, and hearings will be held, in person effective September 29, 2025.
2. **No Zoom:** Parties/attorneys may not appear for calendar calls or hearings via telephone or Zoom without specific permission from the Court, which the Court will not grant as a matter of course.¹
3. **Announcements:** Announcements must be made (a) in person at the call of the calendar or (b) via email to JWJChambers@ganb.uscourts.gov prior to 12:00 p.m. ET the business day prior to the scheduled hearing.
 - a. Emailed announcements must copy any trustee assigned to the case as well as any other party/attorney reasonably anticipated to be interested in the matter.
 - b. Each emailed announcement should contain the information below for each announcement:

Calendar Date	Calendar Time	Calendar Item No.	Case No.	Case Name	Matter	Announcement

- c. Emails received after the deadline will not be read or considered and parties will be required to appear in person at the call of the calendar.
- d. Any party/attorney copied on an announcement that disputes the announcement should "reply all" to advise of opposition as soon as practicable. The Court will address these situations on a case-by-case basis via reply email and may require the parties to appear for the scheduled hearing, reset the matter, or take some other appropriate action.

4. **Excused from In Person Appearance:** Timely emailed announcements that a matter will be (i) withdrawn, (ii) reset, or (iii) resolved via consent order will excuse the movant and

¹ Under special circumstances, the Court may, in its discretion, permit virtual Zoom appearances.

any respondent from appearing at the call of the calendar, unless the Court directs otherwise.

- a. A debtor's attorney who has confirmed that the debtor has "no opposition" to a motion may make that announcement pursuant to paragraph 3 above, which will excuse both movant and the debtor from appearing at the call of the calendar, unless the Court directs otherwise or the trustee indicates opposition to the motion.
- b. A debtor's attorney who has made reasonably diligent efforts to reach the client, but has been unable to do so and thus has "no basis to oppose" a motion, may make an announcement pursuant to paragraph 3 above, which will excuse debtor's attorney from appearing at the call of the calendar. Movant will still be required to appear to prosecute the motion.
- c. Should a party/attorney unexpectedly appear for a call of the calendar in opposition of a matter on which an announcement has been made, the Court may reset the matter.
- d. So long as parties/attorneys comply with the foregoing announcement procedures, the Court will not "show cause" attorneys or dismiss matters for want of prosecution in the event of an unexpected appearance/opposition at the call of the calendar.

5. **Calendar Calls:** The first call of the calendar will begin promptly at the time of the first scheduled matters.
 - a. The Office of Nancy J Whaley, the Chapter 13 Trustee, has requested that all documents that need to be filed with the Court or submitted to the Trustee in an attempt to resolve a trustee objection, or other inquiries relating to a calendared matter, be filed or received by the Chapter 13 Trustee's office no later than (2) two business days prior to the hearing. The Court will not delay calendar calls for discussions with the Chapter 13 Trustee or his/her attorneys.
 - b. The second call of the calendar will begin shortly after the first calendar call has been completed.
6. **Matters to be Heard:** Matters unresolved at the second call of the calendar will be heard promptly after the conclusion of the second calendar call. The Court may, in its discretion, continue the matter to a later time and/or a later date including, but not limited to, when a matter will require evidence and/or more than twenty (20) minutes to hear.

7. **Voluntary Notice Procedures:** Parties should consider utilizing the Voluntary Notice Procedures contained in the [Fifth Amended and Restated General Order No. 24-2018](#) if they wish to minimize in-court appearances. The Fifth Amended and Restated General Order No. 24-2018 supplements the prior version and now includes Motions for Relief from Stay in Chapter 7 and Chapter 13 cases, provided that the response deadline is at least 10 days after the first scheduled 341 meeting.