

**IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF COLORADO**

**COURT OPERATIONS DURING  
THE COVID-19 PANDEMIC**

**DISTRICT COURT GENERAL ORDER  
2020-10**

This order supersedes General Orders 2020-1, 2020-3, 2020-8, and 2020-9.

WHEREAS, the COVID-19 (Coronavirus Disease) outbreak remains a national public health emergency, the Centers for Disease Control and Prevention (“CDC”), the Colorado Department of Public Health and Environment, and the Denver Department of Public Health and Environment continue to advise taking measures to slow the spread of the disease and precautions to reduce the possibility of exposure to the virus;

WHEREAS, this Court continues to evaluate its response to the spread of COVID-19 and recognizes the need to assist in the preservation of public safety and health while effectively administering justice during the COVID-19 pandemic;

WHEREAS, federal, state, and local health agencies continue to recommend that organizations and institutions comply with applicable recommendations of the CDC and other health agencies, including the wearing of masks or face coverings, physical distancing of individuals, and other protective measures; it is hereby

ORDERED that the following persons shall not enter any courthouses or U.S. Probation Offices of the United States District Court for the District of Colorado:

1. Persons who have recently been diagnosed with or are currently experiencing any symptoms of COVID-19, including a fever, cough, shortness of breath, or loss of sense of smell;
2. Persons who have had close contact in the last 14 days with any person who has been diagnosed within the last month with COVID-19; and
3. Persons who have been asked to self-quarantine by any doctor, hospital, or health agency.

What to do if you are denied access to a District of Colorado Courthouse or Courtroom:

1. If you are represented by an attorney, please contact your attorney;
2. If you are an attorney and you are scheduled to appear in court before a judge, please contact the chambers of the presiding judge;
3. If you are scheduled to meet with a Pretrial Services Officer or a Probation Officer, please contact the Probation Office at (303) 844-5424;

4. If you are a juror or prospective juror, please contact the Jury Department at (303) 844-3924; and
5. For other District Court matters, please contact the Clerk's Office of the U.S. District Court at (303) 844-3433. It is further

ORDERED that, beginning June 22, 2020 and continuing until further order, non-employee entrants to the courthouses and U.S. Probation Offices of the United States District Court for the District of Colorado shall be required to wear a mask or face covering that covers the user's nose and mouth when entering the courthouses and at all times within the courthouses, including common areas, elevators, hallways, stairwells, courtrooms, witness waiting rooms, and bathrooms. Non-employee entrants are also required to maintain six feet of distance between themselves and other people within the courthouses, including in the locations noted above. Non-employee entrants include attorneys and their support personnel, jurors, witnesses, case agents, spectators or family members for trials or hearings, members of the press, persons being supervised by the U.S. Probation Office, litigants, contractors, vendors, and delivery persons. The presiding judicial officer may permit, in his or her discretion, witnesses to remove their masks for purpose of identification during a hearing or trial and may permit attorneys to do so for limited purposes. Non-employee entrants should bring their own masks; however, masks will be provided to jurors, witnesses, litigants, persons being supervised by the U.S. Probation Office, or family members and spectators if they do not have a mask. The U.S. Marshals and court security officers are authorized to enforce these requirements. It is further

ORDERED that, beginning June 22, 2020 and continuing until further order, court employees and interns shall wear masks upon entry to the courthouses and in common areas, including elevators, hallways, stairwells, courtrooms, and bathrooms. Masks may be removed in an employee's work area if an employee works in a private office or if his or her supervisor has concluded that the employee's office space has sufficient distance from other occupied work areas. It is further

ORDERED that the Clerk's Office and Probation Offices remain closed to public entry. The following protocols apply:

A. Filing Documents: Electronic filing via CM/ECF remains required for all attorneys and remains available to pro se parties authorized to file electronically. All other filings must be made either by U.S. Mail to the U.S. District Court Clerk's Office, 901 19th Street Denver, CO 80294 or may be deposited in a drop box, during normal business hours, located inside the front door of the Alfred A. Arraj Courthouse at 901 19th Street Denver, CO 80294. Additionally, for the duration of this order, the Court will accept filings from unrepresented parties via email in compliance with procedures published by the Clerk of Court.

B. Payments: During the term of this General Order, cash payments will no longer be accepted. All payments shall be by check or money order, or by submitting a "Single Transaction Credit Card Authorization Form," via U.S. Mail or deposited into the drop box

located inside the front door of the Alfred A. Arraj Courthouse at 901 19th Street Denver, CO 80294. Further detailed instructions will be issued by the Clerk of Court.

C. The Clerk's Office is not deemed "inaccessible" for purposes of computing filing deadlines under Fed. R. Civ. P. 6(a)(3) or Fed. R. Crim. P. 45(a)(3) and is deemed "open" for the purposes of Fed. R. Civ. P. 77(c). It is further

ORDERED that, effective immediately, all civil and criminal trials scheduled to commence now through July 31, 2020 before any district or magistrate judge in any courthouse in the District of Colorado are CONTINUED subject to further order of the presiding judicial officer, with the exception of certain pilot trials as authorized by the chief judge. It is further

ORDERED that initial appearances on indictments and complaints, detention hearings, and hearings on violations of pretrial or supervised release or probation will take place by using remote attendance and other social distancing means to the full extent practicable. Family members of defendants, victims (as provided in 18 U.S.C. § 3771 (2018)), media, and members of the public may attend such hearings via teleconference. A person who wants telephonic access to a hearing may contact the Clerk's Office (303-844-3433) in advance of the hearing to obtain the dial-in information. All persons participating in a court proceeding remotely by teleconference are prohibited, under penalty of contempt, from recording or broadcasting the proceeding in any manner. It is further

ORDERED all naturalization ceremonies scheduled after June 19, 2020 will proceed on a limited basis that allows for social distancing. It is further

ORDERED that all public and bar-related functions scheduled to take place in any courthouse facility in the District of Colorado through August 28, 2020 are CANCELED.

The Court also provides notice to litigants, attorneys, and the public that the Court's judicial officers, to the extent practicable and at their discretion, will endeavor to reschedule hearings or to convert hearings to telephonic appearances in an effort to minimize the need for persons to travel to court, understanding that certain hearings may nevertheless require personal appearances.

Dated at Denver, Colorado this 15th day of June, 2020.

**BY THE COURT**



PHILIP A. BRIMMER  
Chief United States District Judge