District of Columbia
Court of Appeals

O R D E R

(Filed—May 21, 2020)

By Order of the Chief Judge, the District of Columbia Court of Appeals is updating its operations as it continues to address concerns regarding the Coronavirus (COVID-19). This order updates the court's order issued on March 23, 2020, and addresses court operations through June 30, 2020. The court will make additional adjustments as circumstances warrant. The court plans to issue another order regarding operations subsequent to June 30, 2020.

ORAL ARGUMENTS: Oral arguments, which were suspended pursuant to this court's March 23, 2020 order, will resume via remote video conferencing. We will begin remote oral arguments on a limited basis during the week of May 26, 2020. All oral arguments scheduled for the June Regular Calendar will be heard via remote video conference. The court will email participants a link to the videoconference. Oral arguments will be live streamed on YouTube to provide public access. Protocols for participants and a link to the live streamed oral arguments will be provided on the court's website.

The following procedures are in effect through June 30, 2020:

- **THE DC COURT OF APPEALS HISTORIC COURTHOUSE BUILDING WILL CONTINUE TO BE CLOSED TO THE PUBLIC THROUGH JUNE 30, 2020:** Only judges and court staff will be allowed access. The court continues to take this temporary action in response to the COVID-19 (coronavirus) emergency and out of concern for the health and safety of

both the court community and the public. As set forth in the March 23, 2020, order, the court will still receive and consider all efiled documents and documents emailed or hand-delivered by pro se parties who do not have an efiling account (see details below). Additionally, a reduced number of court staff remain on site to process requests for files and records. These requests may be submitted by email to: fileroom@dcappeals.gov or phone to 202-879-2701 and 202-879-2707.

- **FILING DEADLINES & MOTIONS FOR EXTENSION OF TIME:** The court is no longer suspending or tolling filing deadlines. **Unless the court has specifically ordered otherwise in a particular case, effective May 31, 2020, parties will have 30 days (until June 30, 2020) to submit any filings that were or are due on or before May 31, 2020**. June due dates are not extended. Motions requesting extensions of time with respect to filing deadlines for motions, briefs, and other similar filings will be liberally granted consistent with the equities of the case.

- **EMERGENCY FILINGS:** Emergency filings may still be submitted by email to: emergencyfilings@dcappeals.gov. Please continue to follow the procedures outlined in this court's rules, which are available on the court's website (https://www.dccourts.gov/court-of-appeals). In addition, attach the relevant order and indicate whether any deadline (statutory or otherwise) applies. Please include the appeal number, Superior Court case number, and the names and contact information for all counsel and parties.

- **NEW FILINGS:** The court remains open for all new filings. Electronic filing ("efiling") is strongly encouraged. The court has suspended the requirement for the filing of paper copies of electronically filed documents. *See* Electronic Filing and Service ("ESF") Procedure 8. *See also* DCCA Administrative Order 1-18.

- **Pro Se Parties:** Pro se parties (parties who do not have counsel) who are not currently registered for efiling may, during this period, continue to

email their filings to efilehelp@dcappeals.gov. Pro se parties who are unable to email their filings may still mail their filings or hand-deliver them to the security desk at the entrance to the courthouse at 430 E Street, NW, which is staffed twenty-four hours a day.

- **PAPER FILINGS:** If any filings are mailed or hand-delivered, the court is temporarily suspending the requirement that a party provide any additional paper copies that may be required under the applicable court rules.

- **RULE 36(b): NOTICE OF JUDGMENT:** The court is suspending the requirement that the Clerk must mail to all counsel and unrepresented parties a copy of the opinion — or the judgment, if no opinion was written — and a notice of the date when the opinion or judgment was entered. The Clerk may email all counsel and unrepresented parties a copy of the opinion or judgment and notice. If no email is available, the Clerk shall comply with D.C. App. R. 36(b).

- **APPELLATE MEDIATIONS:** Appellate mediations, which were suspended pursuant to the court's March 23, 2020, order, have resumed via telephonic conference or remote videoconferencing. Appellate Mediation program staff will notify eligible parties about the protocol and procedures that the court will implement to conduct appellate mediations.

- **BAR ADMISSIONS, APPLICATIONS FOR ADMISSION PRO HAC VICE, AND OTHER ADMISSIONS-RELATED INQUIRIES:** The Office of Admissions will be closed to the public through June 30, 2020. By Order of the Chief Judge, on April 10, 2020, the court announced it will not administer the July 2020 Bar Exam due to the ongoing public health emergency arising from the COVID-19 pandemic. On May 4, 2020, the court announced it plans to administer the Uniform Bar Examination ("UBE") on September 9-10, 2020, pandemic-related conditions and restrictions permitting. Preparations are ongoing; applicants should

check the Committee on Admissions website for updates. Meanwhile, the Office will continue to process applications for special legal consultant status and pro hac vice applications. Non-electronic payments will be due and accepted when the Office reopens. Committee on Admissions meetings are proceeding via telephonic or video conference, as practicable. The Committee on Admissions may be reached at the following email addresses:

- For questions related to the September 2020 bar exam: Fallbarexam2020@dcappeals.gov.
- For questions regarding accommodations for the upcoming bar exam: dcaccommodations@dcappeals.gov.
- For general admissions questions including application status updates, applications for admissions pro hac vice, certification, and wall plaques: coa@dcappeals.gov.
- For questions regarding the unauthorized practice of law: cupl@dcappeals.gov.
- For submitting oath statements and related questions: attyoath@dcappeals.gov.
- For questions regarding Rule 46 admission requirements and Rule 49 extension requests: sshanks@dcappeals.gov.
- For technical help with submitting applications: sparrish@dcappeals.gov.