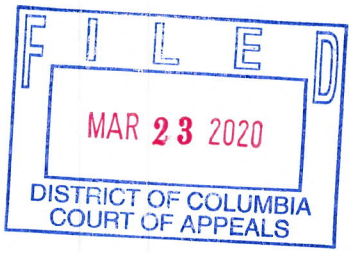
District of Columbia
Court of Appeals



ORDER

(Filed—March 23, 2020)

By Order of the Chief Judge, the District of Columbia Court of Appeals is adjusting its operations to address concerns regarding the Coronavirus (COVID-19). This order updates the court's order issued on March 16, 2020, and addresses court operations through May 31, 2020. The court will make additional adjustments as circumstances warrant. The court plans to issue another order regarding operations subsequent to May 31, 2020. Questions regarding your appeal during this period may be directed to 202-879-2700 or efilehelp@dcappeals.gov. However, if your question relates to a calendared matter you may direct your question to calendarclerk@dcappeals.gov.

The following procedures are in effect through May 31, 2020:

- **ORAL ARGUMENTS:** Oral arguments are **cancelled through May 31, 2020**. In all cases in which oral argument has been cancelled, including arguments cancelled in the prior order of March 16, 2020, the court will decide the matter without oral argument unless the court determines that oral argument is necessary. Parties who believe that oral argument is necessary may file a motion requesting oral argument and explaining why in their view argument is necessary. As noted below, the court will continue to address emergency matters consistent with our prior practice.

- **THE DC COURT OF APPEALS HISTORIC COURTHOUSE BUILDING WILL BE CLOSED TO THE PUBLIC:** Effective March 24, 2020, the DC Court of Appeals Historic Courthouse building at 430 E Street, NW, **will be closed to the public through May 31, 2020**. Only judges and court

staff will be allowed access. The court is taking 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 discussed below, 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).

- **SUSPENSION/TOLLING/EXTENSION OF FILING DEADLINES: All filing deadlines are suspended/tolled/extended until May 31,2020,** in all case types, including disciplinary matters. When the court issues an order ending the suspension/tolling/extension period, parties will have 30 days to submit their filings.

- **EMERGENCY FILINGS:** Emergency filings may 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. Notwithstanding the suspension/tolling/extension of deadlines referenced above, deadlines for filings in emergency matters will be directed by the court and the court will issue scheduling orders regarding emergency matters.

- **NEW FILINGS:** The court is open for all new filings, however, electronic filing ("efiling") is strongly encouraged. Specifically, with respect to efiling, as indicated in the notice posted on the court's website on Friday, March 13, 2020, the court is suspending 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,

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

- **Filing Deadlines:** As noted above, all filing deadlines are suspended (or tolled and extended) until May 31, 2020.

- **SUMMARY CASES AND MOTIONS FOR SUMMARY DISPOSITION:** The court will continue to consider and decide cases in which it would not normally grant oral argument, based on the parties' briefs and motions for summary disposition.

- **APPELLATE MEDIATIONS:** All appellate mediations scheduled through May 31, 2020, are cancelled. The court will determine when appellate mediations will be rescheduled and notify parties at a later date.

- **BAR ADMISSIONS, APPLICATIONS FOR ADMISSION PRO HAC VICE, AND OTHER ADMISSIONS-RELATED INQUIRIES:** The Office of Admissions will be closed to the public through May 31, 2020, but will continue to receive the following electronically or by mail: applications for admission to the bar, applications for testing accommodations, applications for special legal consultant status, and pro hac vice applications. The Office will also continue to process pending applications in such matters. Non-electronic payments in connection with applications will be due and accepted when the Office reopens. The opening of the registration period for the upcoming bar examination is delayed until April 15. Grading of February 2020 bar examinations continues. All scheduled Committee on Admissions in-person meetings, informal conferences, and hearings are postponed until further notice. The Committee on Admissions may be reached at the following email addresses:

- For general admissions questions including application status updates, the bar exam, 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 questions regarding accommodations for the upcoming bar exam: dcaccommodations@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.