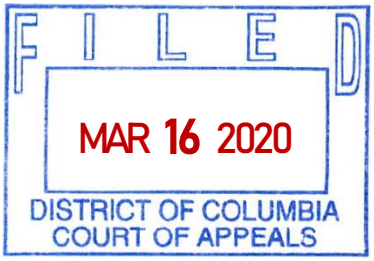
District of Columbia
Court of Appeals



O R D E R

(FILED — March 16, 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). The court is not closing and is open for all new filings. The court will continue to decide motions and issue decisions on already argued and submitted cases during this time. However, all oral arguments scheduled through March 31, 2020, are cancelled. The court will make additional adjustments as circumstances warrant. The court plans to issue another order regarding changes or modifications to operations subsequent to March 31, 2020. Questions regarding your appeal during this period may be directed to 202-879-2700.

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

- **ORAL ARGUMENTS:** Oral arguments scheduled through March 31, 2020, are cancelled. The court will determine when oral arguments will be rescheduled and notify parties at a later date. Parties with oral arguments scheduled during this period may file a joint motion requesting that the court decide their case on the briefs and the record, in lieu of rescheduling oral argument. The court will continue to address emergency matters consistent with our prior practice.

- **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.

- **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 can still hand-deliver their filings twenty-four hours a day to the security desk at the entrance to the courthouse at 430 E Street, NW.

  As noted below, motions for extensions of time will be liberally granted.

- **TOLLING OF FILING DEADLINES:** Pursuant to D.C. Code § 11-745(a) (2012 Repl.), the time periods within which persons seeking review in the Court of Appeals must file notices of appeal, petitions for review, applications for permission to appeal, and applications for allowance of an appeal are tolled until March 31, 2020.

- **MOTIONS FOR EXTENSIONS:** Motions requesting extensions of time with respect to filing deadlines for motions, briefs, and other similar filings will be liberally granted.

- **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 March 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 March 31, 2020, but will continue to receive the following electronically or by mail: applications for admission to the bar, applications to take the July 2020 bar examination, applications for testing accommodations, applications for special legal consultant status, and pro hac vice applications. The Office will also continue to process pending applications. Non-electronic payments in connection with applications will be due and accepted when the Office reopens. 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 July 2020 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.