



Chief Judge Colleen  
McMahon

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK

**20 MISC 138**

IN RE: CORONAVIRUS/COVID-19 PANDEMIC

M10-468

THIS MATTER RELATES TO: Restrictions on  
Visitors to the Courthouses

FOURTH AMENDED  
STANDING ORDER

In the interest of public health and safety, and after consideration of public health guidelines issued by the Centers for Disease Control and Prevention, New York State, New York City, Westchester County, and other public health authorities, the United States District Court for the Southern District of New York hereby orders that, effective immediately and until this order is rescinded,

IT IS HEREBY ORDERED that the following persons may not enter any courthouse in the Southern District of New York:

- Persons who have been advised to self-quarantine by any doctor, hospital or health agency within the last 14 days;
- Persons who have been diagnosed with COVID-19 or told to presume they have COVID-19 by a health professional within the last 14 days;
- Persons who have had contact in the last 14 days with anyone who has been diagnosed with COVID-19 or told to presume they have COVID-19 by a health professional, unless the diagnosis was more than 14 days ago and the person diagnosed has been symptom-free for the past 72 hours;
- Persons who have had cough, shortness of breath, fever, chills, muscle pain, headache, sore throat, loss of taste or smell, or extreme fatigue within the last 14 days, unless the symptoms are attributable to another known condition;
- Persons who reside with someone who has had cough, shortness of breath, fever, chills, muscle pain, headache, sore throat, loss of taste or smell, or extreme fatigue within the last 14 days, unless the symptoms are attributable to another known condition;
- Persons who have returned from international travel, or a cruise ship or river

voyage within the past 14 days.

- Persons who have been released from a federal, state or local jail, prison or other correctional institution within the last 14 days, except those who are reporting to be fit with a location monitoring device.

**Anyone attempting to enter in violation of these protocols will be denied entry by a Court Security Officer.**

Anyone who has business in one of the courthouses of the Southern District of New York, but who cannot enter because of this order, should do the following:

- Persons who are represented by an attorney should contact their attorney;
- Attorneys or pro se litigants who are scheduled to appear in court before a judge should contact the judge's chambers directly (contact information may be found in the Judges' Individual Practices on the court's public web page);
- Persons who are scheduled to meet with a Pretrial Services Officer should contact the Office of Pretrial Services at (212) 805-4300;
- Persons who are scheduled to meet with a Probation Officer should contact the Probation Office at (212) 805-0040;
- Jurors should contact the Jury Department at (212) 805-0179;
- Employees reporting to work at the courthouse should contact their supervisor;
- Persons having any other business with the United States District Court for the Southern District of New York should contact the Clerk of Court at (212) 805-0140;
- Persons having business with the United States Court of Appeals for the Second Circuit should contact Catherine Wolfe, Clerk of Court, at (646) 584-2696;
- Persons having business with the United States Bankruptcy Court for the Southern District of New York should contact Bankruptcy Court Services at (212) 284-4040;
- For all other matters, please contact the District Executive's Office at (212) 805-0500.

IT IS FURTHER ORDERED that every visitor who comes to one of the courthouses of the Southern District of New York for any reason must pass through the following entry screening process:

- Have their temperature taken, using a contactless thermometer. A person with a temperature of 100.4 degrees or higher, will not be permitted to enter the courthouse.
- Answer screening questions about COVID-19 status and possible recent COVID-19 exposure. A person whose answers indicate that they fall into one of the categories listed above of persons who may not enter the courthouse, will not be permitted to enter the courthouse.
- Wear a mask that covers the person's nose and mouth. If a person does not have a mask, a screener will provide one.
- Apply hand sanitizer, which will be available at all courthouse entrances.
- Place items that need to be screened through an x-ray machine in a single-use plastic bag, which will be discarded after each use. Court staff will not handle personal belongings.
- Place any electronic device that must be checked in a single-use plastic bag that will be handed to a Court Security Officer.

IT IS FURTHER ORDERED that prior to arriving at the courthouse daily, all employees of the Southern District of New York must take their temperatures and complete a screening questionnaire and report same via email to a designated supervisor. Employees who fall into a category of persons excludable from the building must not report to work; and

IT IS FURTHER ORDERED that while in the courthouse, all persons must comply with the following rules:

- **Face Coverings:** You must wear a mask that covers your nose and mouth in all public areas of the courthouse (including hallways, public counters, elevators and courtrooms), unless you are permitted to remove your mask by an authorized SDNY staff member.
- **Social Distancing:** You must adhere to safe social distancing rules, by standing or sitting at least six feet away from other individuals. You must abide by markings on floors and benches indicating where you may stand or sit. If you are standing in line, you must keep six feet away from the person in front of you and behind you, unless you are taking care of a small child or assisting someone with special needs. Elevator capacity will be limited as posted. All elevator occupants must wear masks.
- **Instructional Signage:** You must abide by all health and hygiene signage throughout the courthouses, including signage regarding masks, social distancing, occupancy restrictions, and hand washing.

Anyone who fails or refuses to abide by these rules will be required to leave the courthouse immediately.

This order will remain in place until further notice.

People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately.

ENTERED this twelfth day of June, 2020, at New York, New York

A handwritten signature in black ink, appearing to read "Colleen M. Kelly", written over a horizontal line.

Chief Judge