

UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF INDIANA

IN RE: COURT OPERATIONS UNDER THE  
EXIGENT CIRCUMSTANCES CREATED BY  
COVID-19 AND RELATED CORONAVIRUS

General Order No. 2020-05

GENERAL ORDER

This General Order is being issued in response to the recent outbreak of Coronavirus Disease 2019 (COVID-19) in the United States of America, and specifically within the Northern District of Indiana. The Court has considered guidance from a variety of sources including the Centers for Disease Control and Prevention, as well as federal, state, and local public health authorities.

Based on the information available to date, including the estimated number of persons infected currently with COVID-19 and the number of cases projected to occur in the immediate future, the Court makes the following findings:

1. The gatherings of people in close proximity to one another that occur during Court operations presents substantial health risks to the public;
2. It is not possible to summon a pool of potential jurors and conduct a jury trial in a manner that does not expose potential jurors, counsel, court staff, and litigants to substantial and unacceptable health risks, specifically, the danger of becoming infected with COVID-19;
3. Such risks may be significantly mitigated by temporarily modifying Court operations;  
and
4. Good cause exists to implement temporary changes to Court operations.

Therefore, it is hereby ORDERED that, effective March 17, 2020, through and including at least May 1, 2020, in all of the Court's divisions:

1. All jury trials scheduled to begin after the date of this General Order are **continued** and will be rescheduled by the presiding judge to a date after May 1, 2020.

2. In criminal proceedings:
  - a. All plea colloquies and sentencing hearings scheduled to begin before May 1, 2020, are **continued** and will be rescheduled by the presiding judge to a date after May 1, 2020. Case-by-case exceptions will be at the discretion of the assigned District or Magistrate Judge after consultation with counsel.
  - b. Grand juries shall continue to meet during the week of March 16, 2020. Thereafter, grand juries in the Northern District of Indiana shall be continued until the week of April 13, 2020. The Court will impose reasonable limits on grand jury meetings thereafter in consultation with the U.S. Attorney's Office.
  - c. To the extent criminal proceedings may be conducted via phone or videoconference, in-person proceedings will be converted to telephonic or videoconference proceedings by the assigned District or Magistrate Judge after consultation with counsel.
  - d. For criminal trials and other criminal matters, delay caused by the continuances implemented by this General Order will be **excluded** under the Speedy Trial Act pursuant to 18 U.S.C. § 3161(h)(7)(A), as the Court specifically finds that the ends of justice served by ordering the continuances outweigh the best interests of the public and any defendant's right to a speedy trial.
3. In civil proceedings: All in-person civil court proceedings will be converted to telephonic or videoconference proceedings. Case-by-case exceptions to conduct non-jury, in-person proceedings will be at the discretion of the assigned District or Magistrate Judge after consultation with counsel.
4. Counsel are encouraged to bring to the attention of the Court any concerns related to personal health issues, or the health issues of vulnerable family members. Counsel may do so simply by alerting the Court, via email to the chambers of the judicial officer presiding over a scheduled hearing and copying opposing counsel. In doing so, counsel need not disclose the precise nature of any medical condition, only that they, or a family member with whom they have regular contact, are of an age, or have medical conditions, that place them at an increased risk for COVID-19 complications.
5. All naturalization ceremonies are **canceled**. If an individual meets the criteria set forth in 8 U.S.C. § 1448(c) as qualifying for an expedited judicial oath administration ceremony, and if that individual is seeking a name change pursuant to 8 U.S.C. § 1448(e), the Court will make arrangements for naturalization of that individual by a judicial officer.

6. All non-core public events, such as continuing legal education programs, school visits, tours, and ceremonial functions, are **canceled**.
  
7. **United States Marshals Service (“USMS”) law enforcement personnel and USMS-Deputized contract Court Security Officers shall deny building access to individuals who may be infected with COVID-19 or otherwise appear to pose a public health risk. All members of the general public seeking to enter courthouses within the Northern District of Indiana will be required to answer the following questions:**

- **Have you been diagnosed with COVID-19?**
- **Have you been in close contact with someone confirmed with having or who is being evaluated for COVID-19?**
- **Have you recently visited an area that is subject to quarantine because of COVID-19 infection?**
- **Are you experiencing symptoms of fever, cough, or shortness of breath?**
- **Have you been asked to self-quarantine by any doctor, hospital, or health agency?**
- **Have you travelled to any of the following countries within the last 14 days?**
  - CHINA**
  - EUROPE**
  - IRAN**
  - IRELAND**
  - JAPAN**
  - SOUTH KOREA**
  - UNITED KINGDOM**

**(This list may be updated as further guidance is received.)**
- **Do you reside with or have you had close contact with someone who has travelled to one of the listed countries within the last 14 days?**

**Persons who answer “yes” to any of the above questions will be denied courthouse access. Persons who exhibit symptoms of illness potentially indicating COVID-19 infection will be denied courthouse access. USMS law enforcement personnel and USMS-Deputized Court Security Officers have the authority to deny courthouse access to persons who otherwise reasonably appear to present a health risk. Those denied access will be provided information regarding the appropriate individual or entity to contact as listed on Attachment A to this General Order.**

All federal courthouses in the Northern District of Indiana remain open. Staff in the Clerk's Office will be available by telephone, mail will be received and processed, and Court Services intake counters will remain open to receive filings. Electronic filings may still be made by registered users through the CM/ECF system. The public is encouraged to continue utilizing court services while following all applicable public health guidelines.

Dated this 17th day of March 2020.

s/ Theresa L. Springmann  
Theresa L. Springmann, Chief Judge

s/ James T. Moody  
James T. Moody, Judge

s/ Philip P. Simon  
Philip P. Simon, Judge

s/ Jon E. DeGuilio  
Jon E. DeGuilio, Judge

s/ Damon R. Leichty  
Damon R. Leichty, Judge

s/ William C. Lee  
William C. Lee, Judge

s/ Robert L. Miller, Jr.  
Robert L. Miller, Jr., Judge

s/ Joseph S. Van Bokkelen  
Joseph S. Van Bokkelen, Judge

s/ Holly A. Brady  
Holly A. Brady, Judge

## Contact Sheet — Fort Wayne Division

### Pursuant to General Order No. 2020-05

If you have a scheduled appointment or you are otherwise required to appear at one of the courthouses in the Northern District of Indiana, and you are unable to appear because of the restrictions listed above, you should proceed as follows for the Fort Wayne Division:

\*If you are represented by an attorney, please contact your attorney;

\*If you are an attorney and you are scheduled to appear in District Court before a judge, please contact that chambers directly (or contact the Clerk's Office 260-423-3000 or refer to the Court's website [www.innd.uscourts.gov](http://www.innd.uscourts.gov), for chambers contact information);

\*If you are scheduled to meet with a Pretrial Services or Probation Officer, please call (260) 423-3200;

\*If you are a juror, or need assistance with District Court matters please contact the Clerk's Office at (260) 423-3000;

\*If you are an attorney scheduled to appear in court before a Bankruptcy judge, please contact that chambers directly (or contact the Bankruptcy Clerk's Office 260-420-5100 or refer to the Court's website [www.innb.uscourts.gov](http://www.innb.uscourts.gov), for chambers contact information);

\*For Bankruptcy Court matters, please contact (260) 420-5100.

These restrictions will remain in place temporarily until it is determined to be safe to remove them.

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

## Contact Sheet — Hammond Division

### Pursuant to General Order No. 2020-05

If you have a scheduled appointment or you are otherwise required to appear at one of the courthouses in the Northern District of Indiana, and you are unable to appear because of the restrictions listed above, you should proceed as follows for the Hammond Division:

\*If you are represented by an attorney, please contact your attorney;

\*If you are an attorney and you are scheduled to appear in District court before a judge, please contact that chambers directly (or contact the Clerk's Office 219-852-6500 or refer to the Court's website [www.innd.uscourts.gov](http://www.innd.uscourts.gov), for chambers contact information);

\*If you are scheduled to meet with a Pretrial Services or Probation Officer, please call (219) 852-3620;

If you are a juror, or need assistance with District Court matters please contact the Clerk's Office at (219) 852-6500;

\*If you are an attorney scheduled to appear in Bankruptcy court before a judge, please contact that chambers directly (or contact the Bankruptcy Clerk's Office 219-852-3480 or refer to the Court's website [www.innb.uscourts.gov](http://www.innb.uscourts.gov), for chambers contact information);

\*For Bankruptcy Court matters, please contact (219) 852-3480.

These restrictions will remain in place temporarily until it is determined to be safe to remove them.

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

## Contact Sheet — South Bend Division

### Pursuant to General Order No. 2020-05

If you have a scheduled appointment or you are otherwise required to appear at one of the courthouses in the Northern District of Indiana, and you are unable to appear because of the restrictions listed above, you should proceed as follows for the South Bend Division:

\*If you are represented by an attorney, please contact your attorney;

\*If you are an attorney and you are scheduled to appear in court before a judge, please contact that chambers directly (or contact the Clerk's Office 574-246-8000 or refer to the Court's website [www.innd.uscourts.gov](http://www.innd.uscourts.gov), for chambers contact information);

\*If you are scheduled to meet with a Pretrial Services or Probation Officer, please call (574) 246-8130;

\*If you are a juror, or need assistance with District Court matters please contact the Clerk's Office at (574) 246-8000.

These restrictions will remain in place temporarily until it is determined to be safe to remove them.

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

## Contact Sheet — Lafayette Courthouse

### Pursuant to General Order No. 2020-05

If you have a scheduled appointment or you are otherwise required to appear at one of the courthouses in the Northern District of Indiana, and you are unable to appear because of the restrictions listed above, you should proceed as follows for the Lafayette Division:

\*If you are represented by an attorney, please contact your attorney;

\*If you are an attorney and you are scheduled to appear in court before a judge, please contact that chambers directly (or contact the Clerk's Office 765-420-6250 or refer to the Court's website [www.innb.uscourts.gov](http://www.innb.uscourts.gov), for Bankruptcy contact information, or [www.innd.uscourts.gov](http://www.innd.uscourts.gov) for District Court information);

\*For Bankruptcy court or District Court matters, please contact (765) 420-6250.

These restrictions will remain in place temporarily until it is determined to be safe to remove them.

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