

External Communication – March 11, 2020

Posted as follows:

- OHND website
- Courthouse entrances

Via email to:

- OHND bar
- OHND USBC CJ
- Agency heads in all locations
- Court stakeholders, if not agency heads

\*\*\*All our buildings have other federal agency tenants – IRS, Social Security, Senators, Trustees, etc. Designated Officials in each location can be asked to send this notice via email to other tenants/agencies.

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The United States District Court for the Northern District of Ohio continues to monitor the most current statements from the Centers for Disease Control and Prevention (CDC), communications from the Administrative Office of the U.S. Courts (AO), and the Ohio Department of Health regarding Coronavirus Disease 2019 (COVID-19). The United States District Court for the Northern District of Ohio is following recommended guidelines from public health officials and preparedness guidance from the AO. At this time, there are no changes in court operations, except as follows.

Please note that if you have recently travelled from an area with widespread or ongoing community spread of COVID-19, reside or have had close contact with someone who has travelled to one of these areas within the last 14 days, have been asked to self-quarantine by any hospital or health agency, or have been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19, you must take the following action:

- 1) **If you are scheduled to appear before the Court in the near future**, contact your attorney for further instruction. The Court will make reasonable accommodations to reschedule appearances or you may be permitted to appear via teleconference or videoconference with the approval of the presiding judge.
- 2) **If you are scheduled to visit the courthouse in the near future for jury duty, naturalization, transacting business in the Clerk's Office, meeting with Pretrial Services & Probation staff, or meeting with any other office in this building**, contact the office you are visiting to determine if you are required to appear in person. Reasonable accommodations to reschedule or to communicate via teleconference will be considered.

**If you have flu-like symptoms (fever, cough, shortness of breath), please inform the Court Security Officers at the courthouse entrance. You may be denied access to the**

**courthouse and be asked to contact your healthcare provider for details on how to proceed with proper medical care. In the alternative, if you enter the building, you will be provided a protective mask which you will be required to wear.**

These steps are being taken out of an abundance of caution to slow the spread of the virus and protect the health of courthouse staff and the community. Thank you for your cooperation.

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Source - OPM

### **Guidance on Visitor Access to Federal Offices and Buildings**

The Interagency Security Committee has established standards for day-to-day risk management of Federal facilities. State and Federal health officials are providing ongoing guidance to Federal agencies regarding control and containment of COVID-19 exposure. Based on that health guidance, the Facility Security Committee (FSC) and/or Designated Official (DO) in each Federal facility has the authority and discretion to set requirements for admission to Federal property. See 41 CFR §102-74.375. Agencies should contact their respective FSC or DO for any further developments on visitor access.

At Federal Protective Services (FPS) protected facilities, FPS will work with the FSC and/or DO to implement and enforce any new requirements as necessary. At non-FPS protected facilities, this role is the responsibility of the individual facility security organization. Agencies should contact their respective FSC, DO, or security organization for any developments related to protection of facilities.

cc: Chief Human Capital Officers (CHCOs), Deputy CHCOs, Human Resources Directors, Work-Life Coordinators, Telework Coordinators, and Federal Executive Boards