

**CIRCUIT COURT FOR CHARLES COUNTY  
ADMINISTRATIVE ORDER No 2020-04  
RESTRICTIONS ON ACCESSING COURTHOUSE**

WHEREAS the world and its many governments are responding to a novel coronavirus ("SARS-CoV-2") which causes a new disease ("COVID-19");

WHEREAS on March 5, 2020, the Governor declared "that a state of emergency and catastrophic health emergency exists within the entire state of Maryland;"

WHEREAS on March 11, 2020, the World Health Organization announced that the spread of COVID-19 qualified as a pandemic;

WHEREAS on March 12, 2020, the Chief Judge of the Court of Appeals issued an order suspending non-essential judicial activities in Maryland's courts, and on March 16, 2020 restricted courts to emergency operations;

WHEREAS it is imperative to protect the health and safety of employees, judges, attorneys and litigants during emergency operations and for the foreseeable future;

NOW THEREFORE, pursuant to Rule 16-105(b), it is hereby:

ORDERED that the following persons shall not enter the Circuit Court premises, without prior permission of the Administrative Judge:

- **Persons who have been to any of the following locations within the last 14 days: STATE OF WASHINGTON; NEW ROCHELLE, NEW YORK; CHINA; SOUTH KOREA; JAPAN; ITALY; IRAN; EGYPT; EUROPE; or any other region or country for which the CDC has issued a level 3 Travel Health Notice;**
- **Persons who reside or have had close contact with someone who has been in one of the countries listed above within the last 14 days;**
- **Persons who have been asked to self-quarantine or self-isolate by any doctor, hospital, or health agency;**
- **Persons who have been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19;**
- **Persons who are experiencing any acute respiratory illness symptoms (i.e. cough, shortness of breath), flu-like symptoms, have a fever, or are coughing or sneezing;**

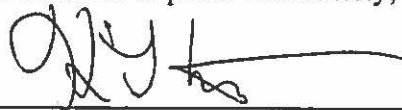
ORDERED that the Sheriff's Office shall deny entry to anyone attempting to enter in violation of this Order;

ORDERED that the Sheriff's Office shall post this Order on the doors or within a reasonable area of the doorways and entrances to any courthouse or building used by this Court to conduct business;

ORDERED that if you are scheduled or required to appear in the Circuit Court for, Charles County, and you are unable to appear because of the restrictions in this Order, you are directed to proceed as follows:

- If you are represented by an attorney, please contact your attorney;
- If you are an attorney or are unrepresented and you are scheduled to appear in court before a judge, please contact **301-932-3202**.

ORDERED that the restrictions in this order will remain in place indefinitely, pending further order of this Court.

A handwritten signature in black ink, appearing to read 'H. James West', is written over a horizontal line.

H. James West, Administrative Judge  
Circuit Court for Charles County