

**9TH Judicial District**  
**Return to In-Person Operations Plan**  
**Phase I - Highlights**

**\*\*To Commence May 27, 2020\*\***

Our region has met established bench-marks, triggering the first phase of a return to more in-person operations. Throughout this public health crisis, the courts have remained opened and, while limiting foot traffic, have continued to hear Essential Matters.

Over the past several weeks, courts have been steadily increasing cases handled and clearing up existing pending matters. Thanks to the dedication and hard work of our remarkable judges and court staff, we are ready to begin Phase I of the Return to In-Person Operations

We will begin a flexible, measured and steady return to in-person operations commencing on **May 27, 2020**. We will continue to ensure the safety of all who enter the Courthouses – Judges, Staff and the public by assuring that appropriate safety measures are followed.

- Judges and Chambers Staff in Dutchess, Orange, Putnam, Rockland and Westchester Counties will return to their courthouses commencing **May 27, 2020**.
- All Court Attorney Referees and Support Magistrates will return to their courthouses on a rotating basis.
- The pre-existing “Virtual Courtrooms” and “Virtual Chambers” Plans shall continue unless specifically modified herein.
- No one shall be permitted to enter a Court facility without a mask covering their mouth and nose. Security personnel will require proper PPE (masks, hand sanitizer) and social distancing for all members of the public who enter the courthouse.
- Non-employee court visitors will be required to undergo approved COVID-19 screening before entering the courthouse.
- Enhanced cleaning protocols shall be established ensuring regular, thorough cleaning and disinfection of all occupied areas within a facility.
- The e-filing system shall be fully expanded, and the Electronic Document Delivery System shall continue. New filings and matters shall be accepted for filing and processed.
- All County and City Courthouses in Dutchess, Orange and Westchester Counties will be open and staffed.
- County Courthouse operations will continue as they are presently.
- Pro se litigants shall continue to be permitted access to Virtual Courtrooms remotely either through their own technology means or in an anteroom previously established near the entrance to the court facility.
- Employees
  - Use of masks/gloves
  - Spatial distancing at work stations
  - Provisions for vulnerable employees