

UNITED STATES COURT OF FEDERAL CLAIMS
(Updated November 15, 2021)

**COVID-19 Precautions and Guidance for
In-Person Courtroom Proceedings**

Until further notice if the presiding judge or special master in a case determines that an in-person proceeding is necessary, the following rules apply and shall be communicated to all participants:

- Each individual participating in the proceeding both fully vaccinated or not fully vaccinated* must bring to the court a mask or face covering and wear it inside the courthouse at all times.
- To the extent possible, the combined number of participants in any proceeding should be twelve or fewer.
- For contact tracing purposes, chambers should provide the Clerk of Court with a list of all persons present at the proceeding. If the proceeding is on the record, the judge or special master will conduct a roll call of all persons present on the record at the beginning of every proceeding.
- The counsel of record for each party shall confirm with chambers ahead of the proceeding that any colleagues, staff, and clients who plan to attend the proceeding are asymptomatic for COVID-19.
- Individuals who are not fully vaccinated should adhere to 6-foot social distancing protocols at all times.
- Bottled water may be brought into the courtroom but must be removed and disposed of properly in the trash bins in the courtroom lobby at the conclusion of the proceeding. Water will not be provided by the court.
- Please limit the path of travel to courtroom, elevators, and bathroom facilities.
- The library is not open to the public. Parties should refrain from visiting the library while in the building for a proceeding.
- Wash hands and use the hand sanitizers.
- Paper sharing of documentation between judge and parties should be limited. Electronic mode of sharing is encouraged.
- Elevator capacity is restricted to four people per elevator car. Please advise everyone coming to the building to plan to arrive well ahead of time to account for the extra time needed to get to the courtroom.

* An individual is considered fully vaccinated once they are two weeks past their second dose of a two-dose vaccine or two weeks past their first dose of a one-dose vaccine.