

**UNITED STATES COURT OF APPEALS FOR THE FOURTH CIRCUIT**  
**Powell Courthouse Complex Facility Security Committee**

LEWIS F. POWELL, JR. UNITED STATES COURTHOUSE COMPLEX:  
ACCESS, FACE COVERING, SOCIAL DISTANCING, AND BUSINESS PROCEDURES

**NOTICE**

Effective June 1, 2020

In light of the precautions recommended by the Centers for Disease Control and Prevention and other public health authorities to reduce the spread of COVID-19, the Powell Courthouse Complex Facility Security Committee adopts the following measures to protect the health and safety of all persons doing business at the Lewis F. Powell, Jr. United States Courthouse Complex in Richmond, Virginia:

- **Access:** Papers may be filed with the U.S. Court of Appeals for the Fourth Circuit in a room designated for that purpose located at the Courthouse Main Street Lobby Entrance. Aside from authorized visitors, the Courthouse Complex is closed to the public. The following persons are not permitted to enter the Complex:
  - Persons who have been diagnosed with COVID-19 and have not been advised to discontinue isolation by any physician, hospital, or health agency;
  - Persons who have been asked to self-quarantine by any physician, hospital, or health agency and have not been advised to discontinue self-quarantine;
  - Persons who have had contact within the last 14 days with anyone who has been diagnosed with COVID-19 or asked to self-quarantine by any physician, hospital, or health agency;
  - Persons who have traveled within the last 14 days either internationally or to areas heavily infected with the coronavirus; and

- Persons with apparent symptoms of COVID-19, including fever or chills, cough, shortness of breath or difficulty breathing, unusual fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, nausea or vomiting, or diarrhea.
- **Face Covering:** All persons seeking entry to, or occupying, the Courthouse Complex, including employees, vendors, contractors, litigants, attorneys, and couriers, shall wear a face covering or mask that covers the wearer's nose and mouth continuously when in public areas and shared common spaces, including hallways, entrance foyers, and courtrooms.
  - If the wearer is a Court employee who is alone in a private office or workspace, which permits at least six feet of physical distance from other persons, the wearer may temporarily remove the mask.
  - Any visitor seeking entry to the Courthouse Complex without a mask will be provided a mask by the Court.
  - A face covering is not required for children under 10 years of age or for persons whose health condition prohibits wearing a face covering.
- **Social Distancing:** All persons present in the Complex for any reason shall engage in social distancing whenever possible by maintaining at least six feet of physical distance from others. Employees in office areas within the Complex should be spaced at least six feet apart and maintain social distancing throughout the workday to the greatest extent practicable.
- **Business:** Court business will be conducted in accordance with the [Public Advisory Regarding Operating Procedures in Response to COVID-19](#). Persons with business before the Court may contact the Clerk's Office at 804-916-2700.

This Notice shall remain in effect through August 31, 2020, unless modified or suspended prior to that time in light of guidance from national, state, and local health officials.