

**RE: Fourth Extended ORDER** : **IN THE COURT OF COMMON PLEAS OF**  
**Access to Courthouse and** :  
**Modification of Court's Functions** : **BRADFORD COUNTY, PENNSYLVANIA**  
: **42<sup>nd</sup> Judicial District**  
**During COVID-19 Public Health** : **NO. 2020IR0015**  
**Emergency** :

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**ADMINISTRATIVE ORDER**

AND NOW, April 30, 2020, upon consideration of the Pennsylvania Supreme Court's April 28, 2020 Emergency Order of Statewide Judicial Administration extending the statewide judicial emergency through June 1, 2020 and directing that Pennsylvania Courts generally shall be open to conduct all court business subject to the constraints and safety considerations set forth therein, it is hereby ORDERED:

1. Bradford County Court of Common Pleas is generally open to conduct all court business subject to protocols and procedures that limit all in-person access and proceedings which will be set forth in a separate document, if necessary, and publicized on the Bradford County Website, <https://bradfordcountypa.org/>. Bradford County Magisterial District Courts are generally open to conduct all court business except the restrictions set forth in the April 28, 2020 Supreme Court Order. Advanced Technology Communications<sup>1</sup> shall be used for all proceedings in both the Court of Common Pleas and the Magisterial District Offices within constitutional limitations and/or unless the presiding judge determines otherwise. Proceedings

<sup>1</sup> Bradford County Court of Common Pleas and Magisterial District Courts currently have the ability to use ZOOM application as well as telephone.



2020IR0015-0010 4/30/2020 3:41 PM # 1448599  
ORDER

Main (Public)

Bradford County Prothonotary

requiring in-person appearances shall be conducted in a manner that employs appropriate social distancing and all other safety measures consistent with the federal and state executive guidance associated with countering the spread of the COVID-19 virus. Any in-person proceeding that cannot be conducted safely in the discretion of the presiding judge shall be postponed to a future date when safety measures can be so employed.

2. Court Filings shall be made by means other than in-person delivery whenever possible. Pleadings shall be made by mail or email to the appropriate filing office and will be accepted as an original filing.

3. Access to the Courthouse shall be limited to individuals with bona-fide business. Protocols and procedures shall be implemented by each County Office to limit the number of individuals accessing said offices to insure appropriate social distancing and all other safety measures consistent with the federal and state executive guidance associated with countering the spread of the COVID-19 virus. This may be accomplished by requiring appointments to enter said office and/or or by limiting the number of individuals in the Courthouse.

4. Court users and the public are requested and encouraged to conduct any business they have in the Courthouse by telephone, mail, email or any other advanced communication technology whenever possible in order to avoid the in-person contact with Courthouse personnel.

5. This Administrative Order shall remain in effect through June 1 or until further order of the Pennsylvania Supreme Court or the President Judge of this Court.

Within 24 hours of this order, notice of this action shall be provided by this court via the District Court Administrator as follows:

A. Provided to the Administrative Office of Pennsylvania Courts;

B. Posted on the entry doors of the county courthouse of the Judicial District and all Magisterial District Courts within the Judicial District.

C. Posted on the Judicial District's website; and

D. Transmitted via e-mail to the local county bar association with the request that such association promptly forward the notice to all members.

BY THE COURT:

/s/ Maureen T. Beirne, P.J.

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Maureen T. Beirne, P.J.