

Hon. M. Elaine Hammond
U.S. Bankruptcy Court for the Northern District of California

Statement Concerning Chambers and Courtroom Operations
Through April 30, 2020

On March 10, 2020, the United States Centers for Disease Control issued its *Recommendations for 30-day Mitigation Strategies for Santa Clara County, California*, which provides strategies to slow the spread of respiratory virus infections including the novel coronavirus SARS-COV-2, the cause of the disease COVID-19.

In order to comply with these Recommendations, unless otherwise ordered in a specific case or proceeding, Judge Hammond hereby requires as follows:

Courtroom Operations:

1. All hearings scheduled on Judge Hammond's calendars will be **conducted telephonically** only. The court cannot accommodate personal appearances at this time.
2. Counsel who would like to appear at a hearing must do so by telephone. The instructions for appearing by telephone can be found on the court's website, at <http://www.canb.uscourts.gov/procedure/district-oakland-san-jose-san-francisco/policy-and-procedure-appearances-telephone> . Please disregard limitations on when counsel may appear by phone. ALL counsel are required to appear by phone during this period.
3. Unrepresented parties (people who do not have lawyers): If you would like to attend a hearing by telephone, please follow these instructions: <http://www.canb.uscourts.gov/procedure/district-oakland-san-jose-san-francisco/policy-and-procedure-appearances-telephone>. There is NO COST to you for this service.
4. The court MAY alter hearing dates during this period. Parties will be notified by Judge Hammond's courtroom deputy if a hearing date will be changed.
5. Parties may continue matters that are set for hearing to future hearing dates. Dates are posted on Judge Hammond's calendar page. <http://www.canb.uscourts.gov/procedure/san-jose/hammond/judge-hammonds-open-calendar-procedure>. Continuances can be requested by uploading an application (for ex parte matters) or stipulation (for contested matters and adversary proceedings) and a proposed order resetting the matter.
6. No chambers copies are required during this time.
7. The court will not hold evidentiary hearings during this time, and these may be rescheduled on a case-by-case basis.

Chambers Operations:

Judge Hammond, her law clerk, judicial assistant, and courtroom deputy will work remotely as necessary during this period. Counsel and litigants should expect orders to be reviewed and processed promptly, as usual.

Judge Hammond will update this statement as necessary over the coming days.

Updated March 18, 2020