CM26-1672-00

VIRGINIA:

IN THE CIRCUIT COURT FOR THE COUNTY OF HENRICO

ORDER

As of July 1, 2026, the following rules set forth below are necessary to maintain safety and decorum within the L.A. Harris, Jr. Courts Building ("Courts Building") located at 4309 East Parham Road, Henrico, Virginia, it is

ORDERED as follows:

1. All persons seeking entry to the Courts Building shall be screened by magnetometer and, if requested to do so by the Sheriff of the County of Henrico, or her Deputies, shall submit to a personal search before being admitted, with the following exceptions:

a. The Sheriff, her Deputies, and sworn law enforcement officers and personnel or retired law enforcement officers, to the extent exempted by the federal Law Enforcement Officer's Safety Act of 2004, of the Henrico County Division of Police, the Virginia State Police, or other law enforcement agency, when in the lawful performance of official duties, and displaying identification issued by his or her agency, are not required to pass through the magnetometer;

b. Judges, the Commonwealth's Attorney (and her Deputies and Assistants), the Clerk of the Circuit Court and the Clerk of the General District Court are not required to pass through the magnetometer. Persons employed in the Courts Building may be exempted from screening according to one list maintained by the Circuit Court, in consultation with

the Clerk of the Circuit Court, the Chief Judge of the General District Court, the Commonwealth's Attorney and the Sheriff.

2. All bags, parcels, or other items brought into the Courts Building shall be passed through x-ray or other scanner or are subject to search as deemed appropriate by the Sheriff, except that sworn law enforcement officers and personnel or retired law enforcement officers, to the extent exempted by the federal Law Enforcement Officer's Safety Act of 2004, of the Henrico County Division of Police, the Virginia State Police, or other law enforcement agency, when in the lawful performance of official duties, and displaying identification issued by his or her agency, shall not be required to pass such items through the scanner or subject to search.

3. All persons seeking entry to the Courts Building shall enter through the main entrance located at the front of the Courts Building and shall not possess cell phones, personal communication devices, or electronic devices, except as provided herein:

   a. Licensed attorneys who display a current Virginia State Bar card may enter the Courts Building through the entrance located at the connection between the Courts Building and the Government Complex. This provision shall not apply to any attorney who is appearing in court as a party, witness, or observer in a case;

   b. The Sheriff, her Deputies, and sworn law enforcement officers and personnel or retired law enforcement officers to, the extent exempted by the federal Law Enforcement Officer's Safety Act of 2004, of the Henrico

County Division of Police, the Virginia State Police, or other law enforcement agency, when in the lawful performance of official duties, and displaying identification issued by his or her agency, may enter the Courts Building through the entrance located at the connection between the Courts Building and the government Complex;

c. Representatives of the news media possessing valid credentials shall be allowed to possess laptop computers, cell phones and other electronic devices within the Courts Building. The media shall only use these devices in the attorney conference rooms on the second floor of the Courts Building and not in any public areas. Devices shall not be brought into the Courtrooms at any time nor may such devices be used for the taking of photographs or for the making of either audio or visual recordings or streaming or disseminating media within the Courts Building.

d. Jury Commissioners, Probation Officers, Recovery Court Team members, Behavioral Health Docket Team members, Veterans Treatment Docket Team members, Community Corrections Officers and the Supreme Court Interpreter Coordinator and Supreme Court Interpreters, entering the Courts Building for the purpose of performing their duties may possess laptop computers, electronic devices, and cell phones which shall be set on silent or vibrate mode.

e. Visitors to the Courts Building shall not possess cell phones, personal communication devices, or other electronic devices in the Courts

Building except as provided in Paragraph 7 below or as authorized by separate order of the Chief Judge of the Circuit Court.

f. Recovery Court Team members, Behavioral Health Docket Team members, and Veterans Treatment Court Team members shall present proper identification upon entering the Courts Building.

4. No firearms or dangerous weapons of any kind shall be brought into the Courts Building. Pursuant to Virginia Code § 18.2-283.1, this prohibition shall not apply to the Sheriff or her Deputies, or to sworn law enforcement officers and personnel or retired law enforcement officers, to the extent exempted by the federal Law Enforcement Officer's Safety Act of 2004, of the Henrico County Division of Police or the Virginia State Police, or other law enforcement agency, when in the lawful performance of official duties, and displaying identification issued by his or her agency.

5. Court reporters, in the performance of their official duties, may bring into the Courts Building the usual and necessary recording equipment.

6. No photographs, still or otherwise, nor screenshots/video/audio shall be taken in the Courts Building, unless with permission of the Court.

7. No cellular telephones, personal digital assistants, computers, pagers, cameras, smart watches, recording eyeglasses, tablets, or any other device that can take pictures and/or stream or record video or audio, are allowed in the Courts Building, except as provided below:

a. Licensed attorneys may bring such devices into the Courts Building for use as a calendar and for business communications.

However, any attorney who has such a device in his or her possession must silence the ringer while inside the Courts Building. Attorneys may use such a device only in the attorney conference rooms on the second floor of the Courts Building and not in any public areas. Attorneys are prohibited from using such devices while in any courtroom unless the presiding Judge grants permission. This provision shall not apply to any attorney who is appearing in court as a party, witness, or observer in a case;

b. The Sheriff, her Deputies, and sworn law enforcement officers and personnel or retired law enforcement officers, to the extent exempted by the federal Law Enforcement Officer's Safety Act of 2004, of the Henrico County Division of Police, the Virginia State Police, or other law enforcement agency, and employees who are employed in the Courts Building may bring such devices into the Courts Building as provided by their employers. However, any such official or employee is prohibited from using such devices while in any courtroom or in any public area of the Courts Building.

c. Persons with a disability as defined by the Americans with Disabilities Act (ADA) who need their device as an accommodation may possess and use their device in the Courts Building so long as the appropriate ADA Coordinator approves the possession and use of the device. The ADA Coordinator may set reasonable terms and conditions concerning the device's possession and use. The ADA Coordinator of the

General District Court shall make all determinations concerning the use of devices on the first floor of the Courts Building. The ADA Coordinator of the Circuit Court shall make all determinations concerning the use of devices on the second floor of the Courts Building.

d. Visitors to the Courts Building may possess cell phones, personal communication devices, or other electronic devices in the Courts Building as authorized by separate order of the Chief Judge of the Circuit Court.

8. All entranceways, corridors, and approaches to courtrooms, offices, and other rooms in the Courts Building shall be kept clear for the purpose of free access by employees or persons who have business to transact in the Courts Building, subject to security measures undertaken by the Sheriff or her Deputies with the approval of the Court.

9. The Sheriff or her Deputies shall monitor courtroom access at all times that courtrooms are open to the public. The public shall be admitted to each courtroom at the discretion of the Judge, and under the supervision of the Sheriff or her Deputies, so as to maintain safety.

10. All activities within the courtrooms and common areas of the Courts Building shall be consistent with the civility and decorum necessary for the administration of justice.

11. The area of each Circuit Court courtroom within the Bar is reserved for parties to the case, members of the Bar, and Court personnel.

12. The Court reserves the right to designate seating accommodations within each courtroom.

13. Smoking and/or vaping is prohibited within the Courts Building.

14. Solicitation of any type, for any service or sale or marketing of any product, is prohibited inside the Courts Building and within the immediate area surrounding the Courts Building.

This Order supersedes any inconsistent previous Order and remains a standing Order until modified or terminated.

Disobedience of this Order is subject to the contempt powers of the Court, and notice is provided that the penalty can include fines and/or imprisonment.

ENTER: 7/1/26

Rondelle D. Herman, Chief Judge
of the Circuit Court

Richard S. Wallerstein, Jr., Judge
of the Circuit Court

John Marshall, Judge
of the Circuit Court

Randall G. Johnson, Jr., Judge
of the Circuit Court

Linda Y. Lambert, Judge
of the Circuit Court