

THE CIRCUIT COURT FOR QUEEN ANNE'S COUNTY

ADMINISTRATIVE ORDER 23-04

Policy on Cellphones, Personal Electronic Devices, and Cameras

In accordance with Md Rule 16-208, the following is ordered:

1. Scope-This policy applies to any individual entering the Circuit Court for Queen Anne's County and applies to all types of phones, pagers, Apple watches (or similar watch/phone product), computers, cameras, video equipment, and other electronic devices.
2. Possession of and use of cellphones, personal electronic device and cameras may be limited or prohibited in the Circuit Court for Queen Anne's County, 200 N. Commerce Street, Centreville, MD, at the discretion of the Administrative Judge.
3. Taking, recording, or transmitting photographs, videos or other images in the Courthouse is strictly prohibited. Express permission may be granted for ceremonial purposes (adoptions, weddings, swearing in ceremonies, etc.) by a Judge, Court Administrator, Clerk or Chief Deputy Clerk.
4. All non-exempt individuals entering the QAC Courthouse for business *in a courtroom* must either:
 - a) Remove their device from the building to be stored outside of the courthouse, or
 - b) **POWER OFF** their device and place inside a pouch.
 - c) Security will lock the device inside the pouch and return the device to the person's possession.
 - d) The pouch must remained locked at all times when inside the courtroom.
 - e) Upon completion of the persons activities as they exit the building, the pouch will be opened by Security and the phone returned to the person.
5. Certain individuals are Exempt individuals from this policy; Employees, Attorneys (however, must be in silent mode and only used for legitimate court business), Jurors, Individuals with a bonafide medical purpose, other emergency reasons as the discretion of Security.
6. The Court, and Security, are not responsible for possession, storage, or for any damage to the person's device if brought into the courthouse.

7. Use of a device found to be activated or unsecured by a pouch, or otherwise used inconsistent with this Order, shall be subject to surrender or confiscation by Security Officer(s) to be delivered to the Judge or Magistrate, and may be subject to further administrative sanctions by the Court, including but not limited to contempt or a fine.
8. Any individual destroying, damaging, tampering, or absconding with a pouch may be subject to administrative sanctions by the Court, including but not limited to contempt, a fine, or replacement costs.
9. The Court's prior policy, Administrative Order 19-08, is hereby rescinded.

Lynn Knight

County Administrative Judge

June 20, 2023

ENTERED

JUN 20 2023

Clerk, Circuit Court
for Queen Anne's County