



Process for Media Representatives to Observe Criminal Proceedings during the Pandemic

To protect members of the media, members of the public and Judicial Branch staff, the Judicial Branch has taken steps to reduce the number of people in our courthouses. In furtherance of this goal, the Judicial Branch is implementing the following temporary procedures for media representatives seeking to observe criminal proceedings:

1. The Judicial Branch, upon request, will make available to media representatives the **audio recording** of a proceeding. Please e-mail the External Affairs Division at external.affairs@jud.ct.gov to request the audio.
2. If a media representative still wants to **attend** a proceeding, please note that only one reporter and one photographer – both of whom will serve as respective pools -- will be allowed into the courthouse.
 - a. To **attend a proceeding**, the media representative should submit a request to the External Affairs Division at external.affairs@jud.ct.gov, similar to the process already in place for camera coverage.
3. If a media representative wants to **photograph or videotape** a criminal proceeding, the media representative should submit a request to the External Affairs Division at external.affairs@jud.ct.gov, as he/she ordinarily would, pursuant to the current rules.
 - a. As noted above, if the court approves the request, only one reporter and only one photographer (either video or still) will be permitted into the courtroom, and will serve as pool for all media.
 - b. The one photographer may videotape and take still photos of the proceeding.
4. If a media representative wishes to **obtain** court documents, please contact the External Affairs Division, and we will do our best to assist. Please know that the Clerks' Offices are working with severely reduced staff, so it may take some time to get requested documents.

The Judicial Branch appreciates your cooperation during this crisis. These procedures will be evaluated once they are implemented, and appropriate adjustments will be made, if necessary.