

**UNITED STATES DISTRICT COURT  
FOR THE SOUTHERN DISTRICT OF INDIANA**

IN THE MATTER OF:

SECURITY PROCEDURES

**GENERAL ORDER**

**Birch Bayh Federal Building and U.S. Courthouse  
46 East Ohio Street  
Indianapolis, Indiana 46204**

**United States Courthouse  
921 Ohio Street  
Terre Haute, Indiana 47807**

**United States Courthouse  
101 Northwest MLK Boulevard  
Evansville, Indiana 47708**

**Lee H. Hamilton Federal Building and Courthouse  
121 West Spring Street  
New Albany, Indiana 47150**

This order supersedes and replaces all prior orders of this Court on these subjects and establishes the security procedures applicable to all persons entering federal court facilities in the Southern District of Indiana, including the Birch Bayh Federal Building and U.S. Courthouse in Indianapolis; the United States Courthouse in Terre Haute; the United States Courthouse in Evansville; and the Lee H. Hamilton Federal Building and Courthouse in New Albany (collectively referred to as "U.S. Courthouses in the Southern District" or "Courthouse Facilities").

## SECURITY PROCEDURES

### **A. Screening of Persons Entering the Building**

1. The United States Marshals Service Court Security Officers shall operate X-ray machines and walk-through magnetometers at all public entrances to U.S. Courthouses in the Southern District for the purpose of screening persons entering the buildings. All persons and their belongings are subject to search by the United States Marshals Service while in these facilities.

2. All employees and persons having business with the Courts or any other offices in a U.S. Courthouse in the Southern District shall pass through the walk-through magnetometers for the purpose of detection of firearms, explosives, pepper spray, incendiary devices, knives, or any other items prohibited by law, regulation or court order from introduction into these facilities. These persons shall submit to further screening by a United States Marshals Service Court Security Officer if the readings of the magnetometer indicate the presence of metallic substances. This further screening may encompass the removal of all metallic objects on their person and screening by a portable hand held metal detector or other screening procedures as necessary. Any person refusing to submit to this screening process shall be denied access to any of the Courthouses Facilities.

3. All employees and persons having business with the Courts or any other offices in a U.S. Courthouse in the Southern District who are carrying, delivering or otherwise transporting any briefcase, suitcase, package, electronic device (including cell phones, pagers, electronic organizers or portable computers), or any other container (herein referred to as "carried item") shall surrender such carried item for screening through an X-ray device and/or personal inspection by a Court Security Officer. Any person refusing to submit his or her carried item(s) for screening through an X-ray device and/or personal inspection by a Court Security Officer shall be denied access to any Courthouse Facility. If a Court Security Officer concludes, after X-ray and/or personal inspection, that any item which the person seeks to bring into a Courthouse Facility may contain firearms, explosives, pepper spray, incendiary devices, knives, or any other dangerous item prohibited by law, regulation or court order, the individual is subject to arrest.

EXCEPTIONS. The following persons shall be exempt from the screening procedures set forth above (with appropriate official identification):

- a. Judges of the United States District Court for the Southern District of Indiana;

- b. Magistrate Judges of the United States District Court for the Southern District of Indiana;
- c. Judges of the United States Bankruptcy Court for the Southern District of Indiana;
- d. Employees of the United States Marshals Service and employees of contractors of the United States Marshals Service who serve as Court Security Officers who are authorized by law and agency regulations to carry firearms;
- e. Probation Officers who are employed by the United States Probation office who are authorized by law and agency regulations to carry firearms;
- f. Employees of the United States Federal Protective Service of the Department of Homeland Security who are authorized by law and agency regulations to carry firearms (this does not include private contract guards);
- g. Employees of the federal government (excluding contractors) who are assigned to a permanent duty station within one of the U.S. Courthouses within the Southern District;
- h. Attorneys directly employed by the Office of the United States Attorney for the Southern District of Indiana, the Indiana Federal Community Defender for the Southern District of Indiana, the Office of the United States Trustee for the Southern District of Indiana, and the Internal Revenue Service for the Southern District of Indiana;
- i. Standing Chapter 13 Trustees.

4. No person having authorized access to any Courthouse Facility, or a secured location therein, shall permit any unauthorized person access to any Courthouse Facility or to any elevator, locked stairwell door or any other locked door in a Courthouse Facility without proper authorization.

5. Only government employees authorized by their appropriate agency manager and possessing an official identification card may enter Courthouse Facilities through any secured entrance.

## **B. Cameras and Recording Devices**

Except as specifically provided herein, no camera or recording device shall be permitted in any of the U.S. Courthouses in the Southern District.

EXCEPTIONS: Cameras and/or recording devices may be permitted in U.S. Courthouses in the Southern District under the following circumstances:

1. Cameras and recording devices are permitted if authorized for a specific occurrence by a Judge of the United States District Court, a Judge of the United States Bankruptcy Court, or the Clerk of the United States District or Bankruptcy Courts for the Southern District of Indiana or their authorized representatives. The permitting authority shall notify in writing the United States Marshals Service of such authorization.
2. Employees of the United States Courts and the tenant agencies in Courthouse Facilities may possess cameras and recording devices. No recording or pictures may be generated of the court, court hearings or other court functions without specific authorization by a court official (as listed above).
3. The General Services Administration Property Manager or his/her designee can authorize an individual or contract group to possess a camera or recording device for the purpose of maintaining or enhancing the Courthouse Facilities, to include repair and alterations.

#### **C. Computers, Cellular Phones, Pagers and Related Electronic Equipment**

1. The use of portable computers and related electronic equipment in courtrooms and facilities adjacent to courtrooms is permitted, subject to specific restriction and direction by a judicial officer.
2. Cellular telephones that are not photo-enabled are permitted within Courthouse Facilities. Their use is prohibited within courtrooms (and these telephones may be confiscated upon entrance to any courtroom) and in any location where court proceedings may be disrupted by their use.
3. Cellular phones and pagers shall be set in a mode to emit no audible signals while on any of the courtroom floors of any Courthouse Facility.
4. No computers, cellular phones, pagers or related electronic equipment that are photo-enabled are permitted within any Courthouse Facility.

#### **D. Weapons: Firearms, Knives, Explosives and other Dangerous Items**

Except as specifically provided herein, no person shall possess a weapon in any U.S. Courthouse within the Southern District of Indiana. It is illegal to possess a firearm or

other dangerous weapon in a federal building with or without the intent to commit a crime (Title 18, U.S.C. § 930), and any person possessing same is subject to arrest.

Firearms, knives, explosives, and other dangerous weapons shall be prohibited from Courthouse Facilities and are subject to confiscation by the United States Marshals Service.

This section of the policy covers only firearms and "Taser" type weapons. Local and federal law enforcement officers are permitted to maintain control of less than lethal weapons (including pepper spray, batons, etc.) throughout courthouses (including courtrooms) within the Southern District, with limited exceptions.

A. Local Law Enforcement Officers - When a local law enforcement officer arrives at a security control point ("SCP") and identifies himself/herself, the on-duty Court Security Officer ("CSO") shall question the law enforcement officer as to his/her business within the courthouse.

1. If the local law enforcement officer has official business inside the courthouse but not within a courtroom, the law enforcement officer shall fill out a "check-in" form that will be supplied by the USMS, and the law enforcement officer will be permitted to maintain control of his/her firearm(s). The screening CSO will instruct the law enforcement officer that he/she may not enter any courtroom while armed.
2. If the local law enforcement officer advises that he/she has business inside a courtroom, the officer must surrender any/all firearms (including "Taser" type weapons) at the SCP, except in the following circumstances:
  - a. Department of Corrections officers/guards and Sheriff's Deputies escorting prisoners inside a courtroom are permitted to carry their firearms inside the courtroom.
  - b. Local law enforcement officers assigned to a federal task force (*e.g.* DEA, ATF, USMS, etc.) are permitted to carry their firearm(s) into the courtroom as long as the firearm(s) are concealed. The officer should endeavor to make contact with the assigned Judge's courtroom deputy prior to entering the courtroom, so the courtroom deputy can apprise the Judge that a firearm will be present.

3. If the local law enforcement officer has appeared at the courthouse in conjunction with his/her status as a party or witness to any proceeding, criminal or civil - including as a debtor in a case before the bankruptcy court, the officer shall surrender all firearms and other weapons, including non-lethal, at the SCP.

B. Federal Law Enforcement Officers - Federal law enforcement officers are generally permitted to carry their firearms inside courthouses within the Southern District and also inside courtroom(s) as long as the firearms are concealed. Federal law enforcement officers that are not tenants of a courthouse shall fill out a "check-in" form that will be supplied by the USMS upon entering the building. If a federal law enforcement officer has appeared at the courthouse in conjunction with his/her status as a party or witness to any proceeding, criminal or civil - including as a debtor in a case before the bankruptcy court, the officer shall surrender all firearms and other weapons at the SCP.

**Proposed Expansion of Policy Regarding Uniform Photo Identification for  
Courthouse Tenants in the Southern District of Indiana**

Individuals possessing United States Courthouse issued photo identification cards will be permitted to bypass security screening upon entering any courthouse within the Southern District of Indiana. The Court Security Committee recommends that staff of the United States Attorneys Office and Federal Community Defender's Office be given the opportunity to participate in the program. The Office of the United States Trustee also maintains space in the courthouse and would like similar consideration.

This policy will be in effect unless authorized otherwise for a specific occurrence by the United States Marshal, Chief Deputy United States Marshal, or his designee.

Any person who refuses to abide by this order governing the possession of weapons will not be permitted access to Courthouse Facilities.

## VIOLETIONS

A violation of this court order may be subject to arrest and a violation of a criminal code or contempt of court. Additionally, a violation may make the equipment subject to seizure and forfeiture as determined by the presiding Judicial Officer.

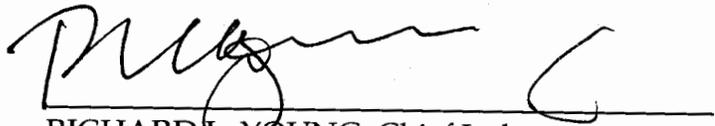
### UNITED STATES MARSHALS SERVICE SECURITY ALERT PLAN

The USMS SECURITY ALERT PLAN is divided into five levels. Escalating levels provide additional security requirements designed to supplement security procedures already mandated by USMS policy.

When the USMS Security Alert protocol is activated, the national policy guidelines directing security levels will supercede this court order.

**IT IS SO ORDERED.**

Dated this 16 day of APRIL, 2015



RICHARD L. YOUNG, Chief Judge  
United States District Court  
Southern District of Indiana Court Security