

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Attorney General

ATTORNEY GENERAL
KARL A. RACINE



Office Order No. 2020-10

SUBJECT: Revision to procedures for receipt of service of process on behalf of the Attorney General for the District of Columbia

Pursuant to Reorganization No. 50 of June 26, 1953, as amended, and Office Order No. 2005-28:

The procedures set forth in Office Order 2018-20, designating employees to receive service of process in person on behalf of the Attorney General when service is required to be made on the Attorney General or the District pursuant to Rule 4(j) or the Superior Court Rules of Civil Procedure or pursuant to Mayor's Order, will be temporarily suspended while the Office of the Attorney General engages in telework due to the COVID-19 pandemic. In-person service of process will not be accepted during this time.

Litigants may continue to serve process by mail, pursuant to applicable court rules. Alternatively, for the duration of time that the Office of the Attorney General operates on telework status, a litigant may serve process by emailing all required papers to chad.copeland@dc.gov, stephanie.litos@dc.gov, and tonia.robinson@dc.gov, in lieu of in-person service of process. For service to be accepted, the required papers must be emailed to all three email addresses.

This office order will take effect immediately and supersedes all previous Orders, including Office Order No. 2018-20 (September 14, 2018), to the extent of any inconsistency.

Karl A. Racine/by JD
Karl A. Racine
Attorney General

Dated this 1st day of April, 2020