



# OFFICE OF COURT ADMINISTRATION

DAVID SLAYTON  
Administrative Director

## ATTORNEYS AND STAFF UNDER STAY-AT-HOME ORDERS Travel Authorization

**Dated: March 26, 2020**

Legal services are essential to the justice system, which is itself essential to the people. The need for legal services only increases in a disaster like the current COVID-19 pandemic.

Lawyers should lead by example by working in ways that, for themselves, staff, clients, and others, allow social distancing, avoid groups larger than permitted by local and state authorities, and encourage hand-washing and sanitary practices throughout the workplace. Lawyers should consider alternatives to in-person meetings, should telework and require staff to telework whenever possible, and should minimize office operations. Lawyers should not engage in activities merely for convenience or personal preference when other means, such as telephoning, tele- or video-conferencing, and online meetings, are available.

But lawyers must also be permitted to practice law free from local stay-at-home orders and other restrictions on travel and business practices. Lawyers and staff may travel and engage in activities reasonably necessary to provide legal services, as is permitted for other essential services. Lawyers and staff may travel to and attend court proceedings, depositions, and meetings with clients and others. Stay-at-home and similar orders do not prohibit such travel and activities involved in the practice of law as long as every effort is made to avoid risks to the public health.

Certified by:

A handwritten signature in black ink that reads "David Slayton".

David Slayton  
Administrative Director of the Courts  
Texas Office of Court Administration