

**IN THE UNITED STATES DISTRICT COURT  
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA**

IN RE:

PROCEDURES REGARDING  
TENANT EMPLOYEE SCREENING  
AT FEDERAL BUILDINGS AND  
UNITED STATES COURTHOUSES  
WITHIN THE MIDDLE DISTRICT  
OF PENNSYLVANIA

STANDING ORDER NO. 2024-08

**STANDING ORDER**

In accordance with the authority granted to the United States Marshals Service (USMS) under 28 USC 566 and provisions in the Memorandum of Agreement between the General Service Administration (GSA), the United States Marshals Service and the Administrative Office of the United States Courts, the USMS is responsible to determine and provide the appropriate level of building access control at all GSA controlled facilities that house a judicial officer.

Accordingly, the USMS has implemented full security screening for all visitors entering a federal courthouse within the Middle District of Pennsylvania.

In consultation with the USMS, this Order will establish uniform screening procedures for building employees throughout the District.

Effective immediately, tenant agency heads will determine if their personnel will be subject to or exempt from security screening. Tenant agency heads shall notify the USMS of their agency's security screening status, on official letterhead. If exemptions are granted, all current and future employees within that organization will

be considered exempt from security screening unless otherwise communicated to the USMS in writing. Interns will not be granted screening exemptions for any reason.

Furthermore, the USMS retains discretionary authority to suspend screening exemptions or to conduct random security screening at any given time. During such suspensions or random screening days or periods, all personnel may be subject to full screening by Court Security Officers upon entry to a courthouse within the Middle District of Pennsylvania.

Additionally, for those tenant agencies who request exemptions, the USMS will communicate with tenant agency heads via email, at least annually, to reaffirm their exemption status.

This Standing Court Order is intended to balance the need for efficient access to federal court facilities with the paramount goal of ensuring the safety and security of all individuals within the premises. It is crucial that all affected parties comply with the provisions set forth in this Order.

Please disseminate this information to all relevant personnel within your organization and ensure their understanding and adherence to the procedures outlined. Any inquiries or concerns regarding this Standing Court Order should be directed to the United States Marshals Service.

Dated October 23, 2024

BY THE COURT:



Matthew W. Brann  
Chief United States District Judge