

DEPARTMENT OF INSURANCE

ADMINISTRATIVE HEARING BUREAU
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**GENERAL ORDER 2020-01**

Temporary Procedures in Response to COVID-19

WHEREAS on March 4, 2020, Governor Gavin Newsom declared a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS the COVID-19 pandemic, as well as physical distancing and other public health measures undertaken in response to it, have affected government agencies, businesses and California residents, with associated impacts on adherence to certain statutory and regulatory requirements; and

WHEREAS the COVID-19 pandemic, as well as physical distancing and other public health measures undertaken in response to it, have had widespread impact on state government's ability to perform certain functions via in-person interactions, and such functions should be performed via other means to the extent consistent with public safety and other critical public interests; and

WHEREAS the COVID-19 pandemic, as well as physical distancing and other public health measures undertaken in response to it, has caused, is causing, and is expected to continue to cause extraordinary disruptions throughout California, including but not limited to the temporary closure of offices and businesses, the imposition of travel restrictions and disruption and delays in the use of all mail and delivery services; and

WHEREAS on May 7, 2020, Governor Newsom issued Executive Order N-63-20, suspending a party or witness' right to participate in a hearing in person, a member of the public's right to be physical present at the place where a presiding officer conducts a hearing, or a party's right to object to a presiding officer conducting all or part of a hearing by telephone or other electronic means;

NOW, THEREFORE, Chief Administrative Law Judge, Kristin L. Rosi, in accordance with Government Code section 11445.40

HEREBY ORDERS THAT:

1. The use of video teleconferencing is authorized for all proceedings and appearances in front of the Administrative Hearing Bureau;

2. All parties appearing in remote proceedings shall abide by the Rules of Conduct for Remote Proceedings, which may be found on the Administrative Hearing Bureau's website;

3. All parties are permitted to file and serve all documents on the Administrative Hearing Bureau, including but not limited to pleadings, exhibits and briefs, by electronic mail. All electronically served documents must be sent to Camille Johnson (Camille.johnson@insurance.ca.gov) and Florinda Cristobal (Florinda.cristobal@insurance.ca.gov). Parties are reminded to include a proof of service indicating service through electronic means.

4. Parties wishing to be served by the Administrative Hearing Bureau via electronic mail shall provide a letter requesting electronic service and an electronic service address. Such a request shall be sent to Camille Johnson (Camille.johnson@insurance.ca.gov) and Florinda Cristobal (Florinda.cristobal@insurance.ca.gov).

IT IS FURTHER ORDERED THAT, this order shall remain in effect until 45 days after the Governor declares that the State of Emergency related to COVID-19 is lifted, or until otherwise repealed by the Chief Administrative Law Judge.

ADOPTED: May 21, 2020

KRISTIN L. ROSI
Chief Administrative Law Judge
Administrative Hearing Bureau
California Department of Insurance