

NEW RULES REGARDING PRIVACY

The Western District of Oklahoma currently images Orders and Judgments for posting to WebPACER/RACER through the court's Internet website. In the future, the Court will begin accepting electronically filed papers, which will also be available on the Court's Internet website via WebPACER. Any subscriber to WebPACER will be able to read, download, store, and print the full content of imaged or electronically filed documents unless such documents have been filed under seal. To comply with Judicial Conference of the United States policy and the E-Government Act of 2002, the Western District of Oklahoma has implemented new rules regarding privacy and public access to electronic case files. These rules, which are contained in [General Order 03-5](#) (superseding General Order 03-3), require persons filing papers electronically with the Court to ensure that certain personal data identifiers are redacted. The responsibility for redacting these personal data identifiers rests solely with counsel and the persons filing papers electronically with the Court. The Clerk of Court will not review papers for compliance with this General Order.

Posted August 21, 2003

IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF OKLAHOMA

IN RE: PRIVACY AND PUBLIC)
ACCESS TO ELECTRONIC)
CASE FILES)

G. O. 03-5

DOCKETED

FILED

JUL 28 2003

By: [Signature]
ROBERT L. DEWITT, CLERK
U.S. DIST. COURT, WESTERN DIST. OF OKLA.
DEPUTY

AMENDED GENERAL ORDER REGARDING PRIVACY
AND PUBLIC ACCESS TO ELECTRONIC CASE FILES

This Order supercedes General Order 03-3 (April 15, 2003), regarding Privacy and Public Access to Electronic Case Files.

In compliance with the policy of the Judicial Conference of the United States and the E-Government Act of 2002 and in order to promote electronic access to case files while also protecting personal privacy and other legitimate interests, persons shall refrain from including, or shall partially redact where inclusion is necessary, the following personal data identifiers from all electronically filed papers, including exhibits thereto, unless otherwise ordered by the Court:

- **Social Security Numbers.** If an individual's social security number must be included in a paper filed with the Court, only the last four digits of that number should be used.
- **Names of Minor Children.** If the involvement of a minor child must be mentioned, only the initials of that child should be used.
- **Dates of Birth.** If an individual's date of birth must be included in a paper, only the year of birth should be used.
- **Financial Account Numbers.** If a financial account number is relevant, only the last four digits of such numbers should be used.

In compliance with the E-Government Act of 2002, a person wishing to electronically file a paper that contains any of the personal data identifiers listed above may, with the Court's permission, file an unredacted version of the paper under seal. The unredacted version shall be retained by the Court as part of the record. The Court may, however, still require the filing of a partially redacted version of the paper for the public file. Such paper shall be clearly identified as a redacted version.

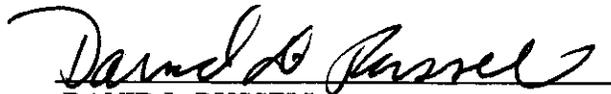
The responsibility for redacting these personal data identifiers rests solely with counsel and the persons filing papers with the Court. The Clerk will not review papers for compliance with this General Order.

The effective date of the General Order is July 28, 2003.

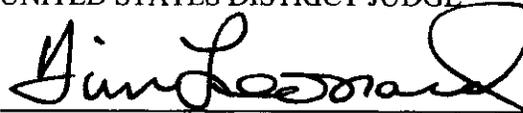
IT IS SO ORDERED this 28th day of July, 2003.



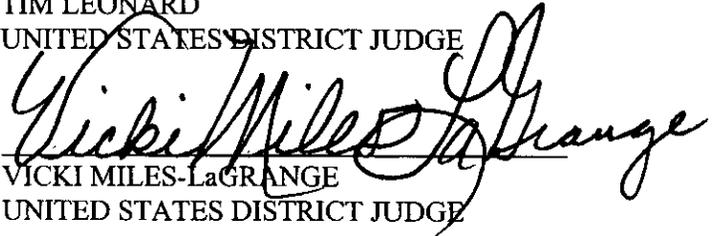
ROBIN J. CAUTHRON, CHIEF
UNITED STATES DISTRICT JUDGE



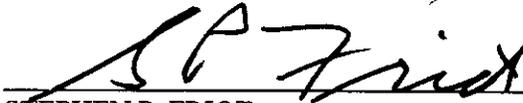
DAVID L. RUSSELL
UNITED STATES DISTRICT JUDGE



TIM LEONARD
UNITED STATES DISTRICT JUDGE



VICKI MILES-LAGRANGE
UNITED STATES DISTRICT JUDGE



STEPHEN P. FRIOT
UNITED STATES DISTRICT JUDGE



JOE HEATON
UNITED STATES DISTRICT JUDGE