

UNITED STATES DISTRICT COURT

NORTHERN DISTRICT OF FLORIDA
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February 3, 2006 (revised May 3, 2006)

Notice for Members of the Bar: District Participation in the Pilot Project on Electronic Availability of Transcripts

This court is participating in a pilot project examining the electronic filing of transcripts. Such participation means that this court will follow the Judicial Conference policy on electronic availability of transcripts of court proceedings before making official transcripts of court proceedings electronically available to the public. This court will treat the final redacted transcript as the official transcript. The pilot project will apply to all transcripts of proceedings or parts of proceedings ordered on or after **February 13, 2006**, regardless of when the proceeding took place. Please read this notice carefully.

Counsel for a party or parties proceeding pro se should request the redaction from the transcript of the following personal data identifiers before the transcript is made electronically available to the general public:

- Social Security numbers to the last four digits;
- financial account numbers to the last four digits;
- dates of birth to the year;
- names of minor children to the initials; and
- home addresses to the city and state.

A party must file a notice of intent to request redaction, or a notice of approval to file transcript without redaction, within five business days after the court reporter lodges the unredacted transcript with the clerk. A paper copy of the transcript will be available for review by attorneys or pro se litigants at the appropriate divisional clerk's office or for purchase from the court reporter during this five-day period.

If a party files a redaction notice, the transcript is not to be made remotely electronically available to the general public until the redactions are performed. A copy of the unredacted transcript will continue to be available for review by attorneys or pro se litigants at the clerk's office or for purchase from the court reporter during this time. Within 21 calendar days from the lodging of the transcript with the clerk, or longer if ordered by the court, the parties must submit to the court reporter a statement indicating where the personal identifiers appear in the transcript by page and line and how they are to be redacted. For example, if a party wanted to redact the Social Security number 123-45-6789 appearing on page 12, line 9 of the transcript, the statement would read: "Redact the Social Security number on page 12, line 9 to read xxx-xx-6789." A party is only responsible for reviewing and indicating the redactions in the testimony of the witnesses it called and its own statements (e.g. opening statements and closing arguments). Only the personal identifiers listed in the Judicial Conference policy on the Electronic Availability of Transcripts may be automatically redacted. If a party wants to redact other information, that party should move the court for further redaction by separate motion served on all parties and the court reporter within the 21-day period. Counsel appointed pursuant to the Criminal Justice Act may

The mission of the Office of the Clerk of the Northern District of Florida is to provide superior service to the public and the Court.

Gainesville Division
401 SE 1st Avenue
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352.380.2400
352.380.2424 FAX

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Panama City Division
30 W. Government Street
Panama City, Florida 32401
850.769.4556
850.769.7528 FAX

claim compensation, at the applicable rate, for the time spent reviewing the transcript and preparing the request for redaction, as well as for costs associated with obtaining a copy of the transcript.

Please direct all questions concerning the court's participation in this pilot project to Travis Green, Project Manager, at 850-470-8120 or travis_green@flnd.uscourts.gov.

IN THE UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF FLORIDA
_____ DIVISION

Plaintiff(s),

Case No. _____

vs.

Defendant(s).

NOTICE OF INTENT TO REQUEST REDACTION

Notice is hereby given that a statement of redaction will be submitted to the court reporter within 21 days with the Clerk of Court for the transcript of the <proceeding> dated mm/dd/yy.

OR

NOTICE OF APPROVAL TO FILE TRANSCRIPT

Notice is hereby given that no redaction of the transcript of the <proceeding> dated mm/dd/yy is needed to comply with Judicial Conference Policy and the transcript may be made part of the electronic public record.

s/ _____
Attorney for (Plaintiff or Defendant)
Address: _____

Date: _____

CERTIFICATE OF SERVICE

I hereby certify that on ___(Date)___, I electronically filed the foregoing with the Clerk of the Court using the CM/ECF system which will send notification of such filing to the following:
_____, and I hereby certify that I have mailed by United States Postal Service the document to the following non CM/ECF participants: _____.

s/ _____