

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

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COUNSEL/PARTIES OF RECORD	
JUL - 1 2004	
CLERK US DISTRICT COURT DISTRICT OF NEVADA	
BY: _____	DEPUTY

In the Matter of Adopting a Policy  
on Privacy and Public Access to  
Electronic Case Files )  
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Special Order No. 108

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 documents in the criminal case files while also protecting personal privacy and other legitimate interests, parties shall refrain from including, or shall partially redact, where inclusion is necessary, the following personal data identifiers from all documents filed with the court, including exhibits thereto, whether filed electronically or in paper, unless otherwise ordered by the court:

- a. **Social Security Numbers.** If an individual's Social Security number must be included, only the last four digits of that number should be used.
- b. **Names of Minor Children.** If the involvement of a minor child must be mentioned, only the initials of that child should be used.
- c. **Dates of Birth.** If an individual's date of birth must be included, only the year should be used.
- d. **Financial Account Numbers.** If financial account numbers are relevant, only the last four digits of these numbers should be used.
- e. **Home Addresses.** If a home address must be included, only the city and state should be listed.

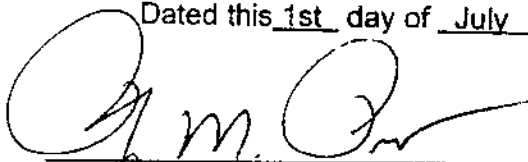
In compliance with the E-Government Act of 2002, a party wishing to file a

document containing the personal data identifiers listed above may file an unredacted document under seal. The document must contain the following heading in the document, "SEALED DOCUMENT PURSUANT TO E-GOVERNMENT ACT OF 2002". This document shall be retained by the Court as part of the record until further order of the court. The court, may, however, still require the party to file a redacted copy for the public file.

The responsibility for redacting these personal identifiers rests solely with counsel and the parties. The Clerk will not review each pleading for compliance with this rule.

This policy shall go into effect on July 1, 2004 after notice to the bar and public and will apply to all documents filed on or after that date.

Dated this 1st day of July, 2004.



Philip M. Pro,  
Chief United States District Judge



Howard D. McKibben,  
United States District Judge



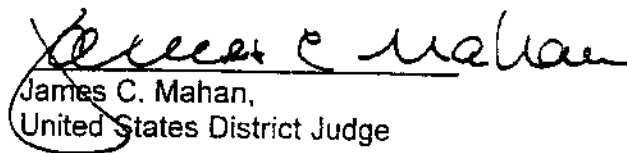
Roger L. Hunt,  
United States District Judge



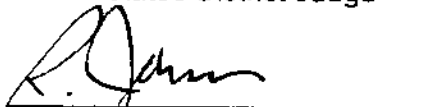
Kent J. Dawson,  
United States District Judge



Larry R. Hicks,  
United States District Judge



James C. Mahan,  
United States District Judge



Robert C. Jones,  
United States District Judge