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September 3, 2020	
CLERK US DISTRICT COURT DISTRICT OF NEVADA	
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**UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA**

IN RE: ELECTRONIC SUBMISSION OF  
NDOC PRISONER DOCUMENTS

**FIFTH AMENDED GENERAL  
ORDER 2012-01**

Since February 19, 2013, the United States District Court for the District of Nevada ("Court"), the Nevada Department of Corrections ("NDOC"), and the Office of the Attorney General of the State of Nevada have participated in an electronic filing project designed to reduce the cost of processing prisoner filings in cases filed under 42 U.S.C. § 1983 under General Order No. 2012-01. The terms of the e-filing project are now mandated as follows:

1. Electronic filing of prisoner filings in civil rights cases was implemented at Northern Nevada Correctional Center ("NNCC") in 2013, at Lovelock Correctional Center ("LCC") in 2015, and on April 1, 2020 at both Ely State Prison ("ESP") and High Desert State Prison ("HDSP").
2. All prisoner filings in all federal cases before this Court, including civil rights and habeas corpus cases, must be filed electronically at those facilities which have implemented electronic filings.
3. All NDOC prisoner filings in all federal cases before this Court, including civil rights and habeas corpus cases, must be filed electronically beginning no later than January 1, 2022, excluding filings from rural NDOC camps.

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- 1 4. NDOC will be provided with free Public Access to Court Electronic Records  
2 (“PACER”) accounts for use by the law librarians who become registered users.
- 3 5. NDOC staff must scan to PDF and transmit electronically to the Court all  
4 documents presented by prisoners for filing with the Court. The original  
5 documents must be returned to the prisoner. All documents submitted for filing  
6 by prisoners in NDOC facilities must be emailed to the Court in PDF format, and  
7 in accordance with NDOC procedures therefor.
- 8 6. The Court will receive and file the prisoners’ documents electronically. After  
9 traditional service of the prisoner’s complaint, and appearance by an opposing  
10 party, electronic transmission of the filed document to opposing parties who are  
11 registered users of the Court’s electronic filing system constitutes service of the  
12 hyperlinked document for purposes of Rule 5(b)(3) of the Federal Rules of Civil  
13 Procedure. The inmate must mail a copy of the prisoner’s electronically filed  
14 document to non-registered users.
- 15 7. Each NDOC facility, excluding rural NDOC camps, must establish an email  
16 address for receipt of documents filed electronically. NDOC staff will print the  
17 electronic transmission receipt, the hyperlinked order, and other documents filed  
18 by the Court. Receipt of copies of the receipt and hyperlinked documents by the  
19 prisoner constitutes service of the document on the prisoner. If the prisoner  
20 refuses delivery or is no longer at a particular NDOC facility, NDOC staff must  
21 indicate the reason for non-delivery on the transmission receipt and email it to  
22 the Court.
- 23 8. Opposing parties who are registered users of the Court’s electronic filing system  
24 must serve filings on NDOC prisoners by the Court’s electronic filing system.  
25 NDOC staff must print and provide to prisoners the electronic receipts, and the  
26 hyperlinked documents filed by opposing parties.

1 The Court has evaluated the e-filing project and determined it should be  
2 continued permanently at all NDOC facilities, excluding rural NDOC camps, and that the  
3 e-filing project will become mandatory at other NDOC facilities on the schedule stated  
4 above.

5 DATED THIS 3<sup>rd</sup> Day of September 2020.

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10 MIRANDA M. DU, CHIEF JUDGE  
11 UNITED STATES DISTRICT COURT  
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