

**UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF ALABAMA**

Notice for Members of the Bar Regarding
Electronic Availability of Transcripts

The court follows the Judicial Conference Policy enacted September 18, 2007, regarding electronic availability of transcripts of court proceedings. This policy applies to all transcripts of proceedings filed on and after September 18, 2007. Please read this notice carefully.

The policy establishes a procedure by which counsel can request redaction of the specific personal data identifiers named in the E-Government Act and in the court's Civil and Criminal Administrative Procedures manuals, which can be found @ www.alnd.uscourts.gov, before the transcript is made electronically available to the general public via PACER. A party wishing to make redactions in a transcript must file a *Notice of Intent to Request Redaction* within 7 calendar days of the filing of the official transcript by the court reporter. The official transcript will be filed under seal pending any redactions that may be requested. If redaction is requested, a party must submit to **the court reporter**, within 21 days of the transcript's filing (i.e., 14 days after filing the *Notice of Intent to Request Redaction*), a written redaction request indicating where the personal data identifiers to be redacted appear in the transcript. The redaction request must be served **in paper** on the court reporter and must specifically cite to the page, line, and words requested for redaction. The redaction request **should not** be filed with the Clerk through CM/ECF. In addition to advising the court reporter of the matters to be redacted, the party requesting redaction also must file electronically in CM/ECF a *Notice of Compliance*, advising the court that the party has complied with the requirement of making a redaction request to the court reporter. To maintain the confidential nature of the requested redactions, the *Notice of Compliance* should **not** identify or specify the actual redactions requested, but state merely that the requested redactions have been submitted to the court reporter. The court reporter must, within 31 days of the filing of the transcript (i.e., 10 days after receiving a party's redaction request), perform the requested redactions and file a redacted version of the transcript with the Clerk of Court.

These procedures are limited to the redaction of the specific personal data identifiers listed in the E-Government Act, F.R.C.P. 5.2(a), F.R.Crim.P 49.1(a) and in the court's administrative procedures manuals. Parties seeking redaction of other information must file a motion with the court. If a party fails to request redaction within the 7 days after the sealed filing of the official transcript, the transcript will be made publicly available electronically via PACER without redaction 90 days after the date it is filed. The transcript will not be electronically available via PACER until the court has ruled on any motion to redact additional information, even though the 90 day restriction period may have ended.

Transcripts will be available immediately after filing via CM/ECF to all counsel who have paid the requisite fee to the court reporter and at the clerk's office public intake counter for viewing only.

Clerk of Court