United States District Court
Southern District of Texas
ENTERED

UNITED STATES DISTRICT COURT

SOUTHERN DISTRICT OF TEXAS

JUN 10 2002

Michael N. Milby, Clerk
By Deputy: Joyce Hutcherson

IN THE MATTER OF PROTECTING PERSONAL PRIVACY IN PUBLIC CASE FILES	§ § §	GENERAL ORDER NO. 2002-7

ORDER

In compliance with the policy of the Judicial Conference of the United States, and in order to promote electronic access to case files while also protecting personal privacy and other legitimate interests, parties shall refrain from including, or shall redact where inclusion is necessary, the following personal identifiers from all pleadings 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 in a pleading, only the last four digits of that number should be used.

b. Names of minor children. If the involvement of a minor 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 in a pleading, 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.

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. Counsel and the parties are cautioned that failure to redact these personal identifiers may subject them to appropriate disciplinary proceedings.

DONE at Laredo, Texas, this 10th of June, 2002.

George P. Kazen
Chief United States District Judge