

FILED  
U.S. DISTRICT COURT  
DISTRICT OF WYOMING

OCT 13 2004

Betty A. Griess, Clerk  
Cheyenne

IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF WYOMING

IN RE:       PRIVACY AND PUBLIC ACCESS  
              TO ELECTRONIC CASE FILES

ORDER REGARDING PRIVACY AND  
PUBLIC ACCESS TO ELECTRONIC CASE FILES

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 case files, while protecting personal privacy and other legitimate interests, persons shall refrain from including, or shall redact where inclusion is necessary, the following personal data identifiers from their pleadings, including exhibits thereto, unless otherwise ordered by the Court:

- Social Security Numbers. If an individual's social security number must be included, only the last four digits of that number should be used.
- Names of Minor Children. If the involvement of a minor child must be mentioned, only the initials of that child should be used.
- Dates of Birth: If an individual's date of birth must be included, only the year of birth should be used.
- Financial Account Numbers. If a financial account number is relevant, only the last four digits of such numbers should be used.

- Home Addresses. If a home address must be included, only the city and state should be listed.

The responsibility for redacting these personal data identifiers rests solely with counsel and the persons filing the documents with the Court. The Clerk will not review papers for compliance with this General Order.

Dated this 13<sup>TH</sup> day of      October           , 2004.

/s/ William F. Downes

William F. Downes  
Chief Judge

/s/ Clarence A. Brimmer

Clarence A. Brimmer  
United States District Judge

/s/ Alan B. Johnson

Alan B. Johnson  
United States District Judge