

United States District Court
District of Maine

NOTICE TO MEMBERS OF THE BAR

**Judicial Conference Policy on Privacy and Public Access to Electronic
Case Files**

The following amendments were recently made to the Judicial Conference Policy on Privacy and Public Access to Electronic Case Files:

1. **Notice of Intent to Redact:** The time for each party wishing to redact a transcript to file a Notice of Intent to Redact has been extended from five (5) business days from the filing of an official court transcript to **seven (7) calendar days** from the filing of an official court transcript.
2. Home addresses shall be redacted to the city and state in **criminal** cases only.
3. Documents in **criminal** cases containing identifying information about jurors or potential jurors shall not be included in the public case file and shall not be made available to the public at the courthouse or via remote electronic access. Transcripts of proceedings may become public record; therefore, counsel are advised to use juror numbers instead of juror names during court hearings.
4. A complete list of exemptions to the redaction requirements of Civil Rule 5.2 and Criminal Rule 49.1 are:
 - (A) A financial account number that identifies the property allegedly subject to forfeiture in a forfeiture proceeding in **civil** cases;
 - (B) A financial account number or real property address that identifies the property allegedly subject to forfeiture in a forfeiture proceeding in **criminal** cases;
 - (C) The record of an administrative or agency proceeding;
 - (D) The official record of a state court proceeding;
 - (E) The record of a court or tribunal, if that record was not subject to the redaction requirement when originally filed;
 - (F) A civil filing covered by Rule 5.2(c) or (d);
 - (G) A pro se filing in an action brought under 28 U.S.C. Sections 2241, 2254, or 2255;
 - (H) A criminal filing made under Rule 49.1(d);

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- (I) A court filing that is related to a criminal matter or investigation and that is prepared before the filing of a criminal charge or is not filed as part of any docketed criminal case;
- (J) An arrest or search warrant; and
- (K) A charging document and an affidavit filed in support of any charging document.