



UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF CALIFORNIA  
OFFICE OF THE CLERK

JON D. CERETTO  
Executive Officer  
Clerk of Court

PUBLIC NOTICE

**Re: Judicial Conference Transcript Redaction Policy  
Effective October 14, 2008**

Effective October 14, 2008, the United States Bankruptcy Court for the Central District of California will implement the Judicial Conference Policy ("Policy") regarding electronic access to Transcripts and the redaction of these Transcripts when appropriate. The Policy will apply to all Transcripts of proceedings ordered from the Court on or after October 14, 2008, regardless of when the proceeding took place. The Policy is as follows:

1. Transcripts will be restricted for 90 days pending redaction of personal data identifiers. To comply with the privacy requirements of the E-Government Act of 2002 and Federal Rules of Bankruptcy Procedure 9037, parties must ensure that certain protected information is redacted from Transcripts prior to their electronic availability on PACER.
2. After a transcriber files a Transcript with the Court, the filing will be noted on the appropriate electronic docket. Parties will have seven (7) days from the date of the filing of a Transcript to file with the Court a "**Notice of Intent to Request Redaction**". The party filing a Redaction Notice is also responsible for serving a copy of the notice on the transcriber.
3. Within 21 days of a Transcript being filed, a party who filed a Redaction Notice must file with the Court a "**Request for Redaction**", and serve a copy on the transcriber, listing the items to be redacted, citing the Transcript's docket number, the item's location by page and line, and including only the following portions of the protected information:
  - the last four digits of the social security number or taxpayer identification number;
  - the year of the individual's birth;
  - the minor's initials'; and
  - the last four digits of the financial account number;
4. Any additional redaction requires a separate motion and Court approval.
5. During the 90-day restriction period, a party may view the Transcript at the Clerk's Office public terminals or purchase it by following the instructions on the Court's website at [www.cacb.uscourts.gov](http://www.cacb.uscourts.gov)>Forms/Rules/General Orders> Court Forms> Transcript Order Form
6. No portion of the Transcript will be copied or printed at the Clerk's Office during the 90-day restriction period. An attorney who purchases the Transcript during the 90-day period will be given remote electronic access to the Transcript and any redacted version filed with the Court. Members of the general public including pro se parties who purchase the Transcript **will not** be given remote electronic access to the Transcript or any redacted version filed with the Court during the 90-day period.
7. After the 90-day period, the Transcript (or redacted version) will be remotely available for viewing, downloading, or printing through PACER, and for viewing and copying at the Clerk's Office.

**The responsibility for redaction rests solely with counsel and the parties. Neither the clerk nor the transcriber will review Transcripts for compliance.**

JON D. CERETTO  
CLERK OF COURT

08-017 (10/08/08)