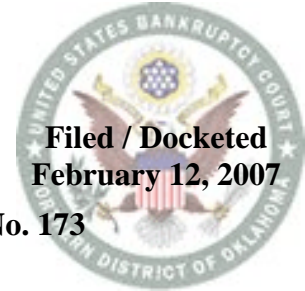


**UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF OKLAHOMA**



**IN RE:**

**ELECTRONIC TRANSCRIPT  
REDACTION POLICY,**

**Filed / Docketed  
February 12, 2007**

**Misc. No. 173**

**ORDER REGARDING REDACTION OF  
TRANSCRIPTS FILED ELECTRONICALLY**

In compliance with the policy of the Judicial Conference of the United States on electronic availability of transcripts, access to every electronic transcript filed with the Court initially will be restricted to the Court and parties to the case or proceeding, as applicable, to allow such interested parties the opportunity to review the transcript and file a request that personal data identifiers be redacted prior to the transcript being made available to the public. It is the responsibility of the parties to monitor the docket for the filing of the transcript.

Within seven (7) days after the filing by the transcriber of an official transcript with the Clerk's office, a party may inform the Court, by filing a Request for Redaction (no document will be required) with the Clerk, of the party's intent to redact personal data identifiers from the electronic transcript of the court proceeding. Such personal data identifiers include:

- Social security numbers
- Financial account numbers
- Names of minor children
- Dates of birth
- Home addresses of the individuals

If no such request is timely filed, the Court will assume that no redaction of personal data identifiers from the transcript is necessary, and the transcript will be made electronically available to the general public after expiration of the seven-day period prescribed above unless the Court, for

good cause, finds that a transcript should not be made publicly available for a period of up to sixty (60) days.

If a Request for Redaction is timely filed by an interested party following the filing of the official transcript with the Clerk's office, the official transcript will not be made electronically available to the general public until the redaction occurs. Within twenty-one (21) days after the filing of the transcript, or longer if the Court so orders, the parties shall file a List of Items to be Redacted indicating the location of the personal data identifiers in the transcript by including the page and paragraph or line where the personal data identifiers are located. The Clerk will notify the transcriber and the transcriber shall partially redact the personal data identifiers, identified by the parties, from the electronic transcript as follows:

- Social security numbers to the last four digits
- Financial account numbers to the last four digits
- Names of minor children to the initials
- Dates of birth to the year
- Home addresses of the individuals to the city and state

The transcriber will then file the Redacted Transcript and the transcript will be available to all users.

During the twenty-one (21) day period, or longer if the Court so orders, attorneys may file a motion with the Court for any additional redactions to the transcripts. The transcript shall not be electronically available to the public until the Court has ruled upon any such motion.

Parties who receive access to the unredacted transcript as a result of the initial restricted filing of the official transcript are prohibited from disseminating any unredacted transcript and are prohibited from using any personal data identifiers for any purpose not related to the case or proceeding.

IT IS SO ORDERED.

Dated this 12<sup>th</sup> day of February, 2007.

  
DANA L. RASURE, CHIEF JUDGE  
UNITED STATES BANKRUPTCY COURT

  
TERRENCE L. MICHAEL  
UNITED STATES BANKRUPTCY JUDGE