

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF FLORIDA**

ADMINISTRATIVE ORDER 2014-69

**IN RE: REVIEW OF SEALED DOCUMENTS/CASES
AND ACCESS VIA CM/ECF TO DOCUMENTS
SUBSEQUENTLY UNSEALED**

At a locally scheduled Judges' Meeting, the Court reconsidered the process for reviewing civil and criminal documents filed under seal with the Court in light of proposed amendments to Local Rule 5.4 regarding the filing, disposal, and unsealing of documents, which subsequently went into effect December 2, 2013. The review of documents filed under seal was previously addressed in Administrative Orders 2012-87 and 2013-36. This Administrative Order is entered to facilitate the process of reviewing civil and criminal documents filed under seal with this Court **prior to December 2, 2013**. This policy is intended to balance the interests of parties to file documents under seal with public policy interests for access to court filings. This policy is effective July 8, 2014. It is hereby

ORDERED that the Clerk's Office is directed to facilitate the review of sealed documents in cases that have been closed for at least one year and in which the appeal period has expired, or one year after the issuance of the mandate following an appeal. The Clerk's Office will send to the filing party a Notice of Intent to Unseal Document via U.S. mail. The notice will include the filing date of the sealed document(s), caption of the sealed document(s), and docket entry number(s). Attorneys and pro se parties are reminded that they are responsible for maintaining a current mailing address, pursuant to Administrative Order 2005-38 and this Court's CM/ECF Administrative Procedures. It is further

ORDERED that sealed documents identified in the Clerk's Notice will be


unsealed and accessible to the public via the CM/ECF system unless objections are filed within 14 days of the Clerk's Notice. Objections must be filed with this Court in the conventional manner and must include justification regarding why the specified document(s) should not be unsealed and be accessible to the public via the CM/ECF system. The presiding Judge will review any objections and determine the disposition of the sealed documents. It is further

ORDERED that the filing party is responsible for notifying the Court if the documents to be unsealed contain personal identifiers and for filing a redacted copy of documents to be unsealed within the 14 days noted in the Clerk's Notice. It is further

ORDERED that if no objections are filed, or following the resolution of any objections, the Clerk's Office is instructed to unseal the electronic records in CM/ECF, making such records accessible to the public via PACER. The Clerk's Office is further instructed to destroy any existing paper copies of such records according to protocol established by the Clerk's Office. It is further

ORDERED that this Administrative Order supersedes the Local Rules, Internal Operating Procedures, Administrative Orders 2013-36 and 2012-87, and any other previous Administrative Orders.

DONE AND ORDERED in Chambers in Miami, Miami-Dade County, Florida this
5th day of July, 2014.


K. MICHAEL MOORE
CHIEF UNITED STATES DISTRICT JUDGE

Copies furnished to:
See attached

c: The Honorable Ed Carnes, Chief Judge, Eleventh Circuit
All Southern District Judges and Magistrate Judges
Wifredo Ferrer, United States Attorney
Michael Caruso, Federal Public Defender
Steven M. Larimore, Court Administrator • Clerk of Court
Library