

UNITED STATES COURT OF APPEALS FOR THE ARMED FORCES
WASHINGTON, D.C.

NOTICE REGARDING CASE INFORMATION

Once filed, pleadings, including the joint appendix, are public documents and are available for inspection at the courthouse. Accordingly, parties are required to redact private and sensitive information from such pleadings. See, Order of July 22, 2010 (In Re Electronic Filing). 69 M.J. 204-06. Specifically, that order requires the following information to be redacted from electronic filings:

- **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 addressed, 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 should be used.
- **Financial Account Numbers.** If financial account numbers are relevant, only the last four digits of these numbers should be used.
- **Home Addresses.** If a home address must be included, only the city and state should be listed.

The Court, by order of May 19, 2011, has expanded the order to make it applicable to all filings and also directed that the following additional information be redacted from all filings:

- **Names of Complainants and Victims in Sex Offense Cases.** If the involvement of a complainant or victim in a sex offense case must be addressed, only the initials of the complainant or victim should be used.

Parties also shall exercise caution in including other sensitive personal data in their filings, such as personal identifying numbers, medical records, individual financial information, employment history, information regarding an individual's cooperation with the government, and national security information.

The Clerk will not review any documents for redaction. Particular attention should be focused on attachments and appendices where sensitive or personal information should be redacted before filing the document in the Court. If it is necessary in a particular case to include personal or sensitive information in a filing, the document may be filed with a motion to file it under seal along with a redacted version that can be filed and be available to the public.