

# Supreme Court of Florida

No. AOSC02-42

IN RE: ELECTRONIC FILING COMMITTEE

## ADMINISTRATIVE ORDER

The Electronic Filing Committee was established on November 27, 1996, and reauthorized on June 18, 2001. The charge to the committee is hereby modified. Through the remainder of its current term, which expires on July 31, 2003, the committee shall assist the Supreme Court and the Office of the State Courts Administrator by reviewing proposed plans to implement the electronic filing of documents and discontinuation of follow-up filings. In addition, the committee shall review proposals for the use of electronic or facsimile signatures by judges. Specifically, the committee shall perform the following tasks:

1. Review proposed plans submitted by clerks of court, pursuant to rule 2.090, Florida Rules of Judicial Administration, for implementation of electronic filing of documents as well as subsequent documentation prior to the discontinuation of follow-up filings. Such review shall consist of:

- a) Review the proposed processes to ensure uniformity and compatibility with other courts of this State, and to ensure that

attorneys, pro se litigants, and members of the public do not have to purchase multiples of different software programs in order to file documents electronically from county to county and from court to court.

- b) Review the control processes and procedures being proposed to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce, especially when digital signatures will be used.
- c) Review whether the proposal will provide adequate public access to electronically filed documents.
- d) Review any other issues relating to the implementation of electronic filing systems that the Florida Courts Technology Commission or this committee deem appropriate.
- e) Accept input from the chief judge of the circuit from which the plan is being submitted in making a recommendation regarding approval.
- f) Recommend to this Court, within sixty days of the Committee's receiving a proposal, whether to accept or reject the proposal.

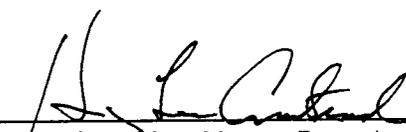
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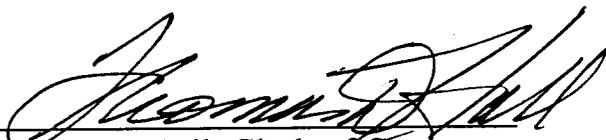
- g) Review any certification filed by the clerk of court or chief judge that the electronic filing system is efficient, reliable, and meets the demands of all parties, which certification request must include a signed statement from the chief judge of the respective circuit and other affected parties as to the feasibility of the system certified. The request for certification must also contain the results of the testing process.
- h) Review any request from the clerk of court or chief judge for permission to discontinue follow-up filing of documents in paper form, except as otherwise required by general law, statute, or court rule.
- i) Recommend to the Supreme Court whether the Court should enter an order directing the clerk of court or chief judge to discontinue the follow-up filing.

2. Review any requests for the use of electronic or facsimile signatures by judges. Such requests shall be reviewed pursuant to the standards and guidelines developed by the Committee.

DONE AND ORDERED at Tallahassee, Florida, on November 19, 2002.

  
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Chief Justice Harry Lee Anstead

ATTEST:

  
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Thomas D. Hall, Clerk of Court

