

Request Form to Amend the Standards for Access to Electronic Court Records or the Access Security Matrix

The Access Governance Board (Board) was established to develop and maintain a statewide access matrix and policy necessary to protect and limit confidential and sensitive information in court records, while simultaneously establishing mechanisms to afford public access to non-confidential records. The Board developed the Standards for Access to Electronic Court Records and the Access Security Matrix. The standards provides electronic access to court documents, dependent upon user role in accordance with statutes, rules, and administrative policy. The matrix defines specific levels of access to case types based on user roles.

Email completed form to Lakisha Hall at halll@flcourts.org

Contact Person Name		Contact Person Phone	
Contact Person Email		Agency Name	
County		Circuit	

1. Describe in detail the change(s) you are requesting to the Standards for Access to Electronic Court Records and/or the Access Security Matrix.

2. Cite the statute or rule which authorizes or prohibits the access you are requesting.

3. Describe in detail how access was gained prior to the implementation of the Access Security Matrix.

4. Attach a markup copy of the changes you are requesting to be implemented to the [Standards for Access to Electronic Court Records](#) and/or the [Access Security Matrix](#).

5. Attach documentation describing in detail internal protocols for protecting and accessing confidential information.

FOR ACCESS GOVERNANCE BOARD USE ONLY				
Decision	Approved	Denied	Approved with conditions	More info requested
Reason for Denial				
Specific Conditions for Approval				
Reason for More Information Request				
Date				