

SUPREME COURT OF ARKANSAS

IN RE ADMINISTRATIVE ORDER
NO. 21

Opinion Delivered: June 21, 2018

PER CURIAM

The Supreme Court Committee on Automation is recommending an amendment to Administrative Order Number 21, section 10(a) and (b).

Administrative Order Number 21. Electronic Filing

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Section 10. Registration requirements.

(a) *Registration mandatory.* ~~Any~~All persons wanting access to the electronic filing system ~~or document management system~~ must become a registered user in order to access the system. ~~The following persons shall be permitted to become registered users: (1) licensed Arkansas attorneys; (2) non-Arkansas attorneys permitted to practice pro hac vice in Arkansas; (3) litigants appearing pro se in a particular case in which the court has mandated electronic filing; and (4) clerk and court personnel.~~ A clerk shall permit persons who are not registered users and who are not authorized to access the document management system to access electronically filed documents via a public access terminal located in the courthouse,

subject to the restriction on disclosure of confidential documents provided in Section 11 of this order.

(b) *Registration requirements.* The AOC shall establish registration requirements for all ~~authorized~~ registered users and must limit the registration of registered users to individuals, not law firms, agencies, corporations, or other groups. The AOC must assign to the registered user a confidential, secure log-in sequence. The log-in sequence must be used only by the registered user to whom it is assigned and by agents and employees as the registered user may authorize. No registered user shall knowingly permit his or her log-in sequence to be used by anyone other than his or her authorized agents and employees. The AOC may require registered users to undergo training prior to authorizing access to the electronic filing system. The AOC is permitted to collect a fee not to exceed \$100 for training and registration to be deposited in the Bar Account of Arkansas. Attorneys who complete this training shall be entitled to receive one hour of general Continuing Legal Education Credits.

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Comments on the suggested amendment should be made in writing before September 1, 2018, and they should be addressed to: Stacey Pectol, Clerk, Supreme Court of Arkansas, Attn.: Administrative Order No. 21, Justice Building, 625 Marshall Street, Little Rock, Arkansas 72201.