

# SUPREME COURT OF ARKANSAS

Opinion Delivered: October 11, 2018

IN RE AMENDMENT TO  
ADMINISTRATIVE ORDER NO. 21

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## PER CURIAM

The court published for comment the Supreme Court Committee on Automation's proposed amendment to Administrative Order Number 21, section (10)(a) and (b). *See In re Amendment to Administrative Order No. 21*, 2018 Ark. 232 (per curiam). We adopt the amendment effective January 1, 2019, and republish the order as set out below.

### **Administrative Order Number 21. Electronic Filing**

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#### **Section 10. Registration requirements.**

(a) *Registration mandatory.* Any person wanting access to the electronic filing system must become a registered user in order to access the system. 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 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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