

UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF MASSACHUSETTS

STANDING ORDER RE: ELECTRONIC CASE FILING
IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF MASSACHUSETTS, WESTERN DIVISION

PONSOR, D.J.

Since October 1, 2003, documents filed in all cases in the Western Division may be filed electronically, so long as counsel comply with the applicable Federal Rules of Criminal Procedure and Civil Procedure, as well as the rules and procedures outlined in the Electronic Case Filing Administrative Procedures pamphlet and the ECF Users' Manual.

It has been the policy of the District of Massachusetts since October 1, 2003 that the electronic file will be the court's official file. As needed, the Western Division from time to time may print paper documents to create a conventional paper file. Counsel, however, are no longer required to submit a paper courtesy copy of a document when the document is filed electronically.

Note: Since it is likely in the near future that all communications to counsel from federal court will be in electronic form only, counsel are strongly advised to register for electronic filing and acquire a facility with the court's electronic filing system.

April 14, 2004

/s/ Michael A. Ponsor
MICHAEL A. PONSOR
U. S. District Judge