

UNITED STATES DISTRICT COURT  
DISTRICT OF MASSACHUSETTS

STANDING ORDER RE: ELECTRONIC FILING IN CASES FILED BEFORE  
BURROUGHS, J.

September 9, 2019

All litigants shall follow the Court-wide rules and procedures for Electronic Case Filing with the exception that sealed documents shall not be filed on paper. Parties shall file sealed documents by providing the Court with a compact disc of the main document and any accompanying memorandum of law or exhibits as separate documents in PDF format, which shall be named and organized in a manner that clearly identifies each document.

In addition, parties shall not submit a paper courtesy copy of any electronic document unless requested to do so by the Court.

S/ALLISON D. BURROUGHS  
United States District Judge