

SEP 18 2015

UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF IDAHO

Rcvd _____ Filed _____ Time _____
ELIZABETH A. SMITH
CLERK, DISTRICT OF IDAHO

**IN RE: PROCEDURAL RULES FOR
PRISONER E-FILING PILOT
PROJECT**

GENERAL ORDER #300

On September 1, 2015, the United States District Court for the District of Idaho (the Court) implemented a prisoner e-filing pilot project to determine the feasibility and cost-effectiveness of having prisoners file court documents electronically into the Court's Electronic Case Filing (ECF) system through prison legal resource center staff. The Idaho State Correctional Institution (ISCI), an Idaho Department of Correction (IDOC) prison facility, has been selected to participate in a pilot project for a period of at least one year.

This procedure is intended to substantially reduce the amount of time the Clerk of Court and ISCI staff spend processing prisoner court filings. It should also significantly reduce IDOC and prisoner expenditures for postage, paper, envelopes, and copier supplies.

General procedures for the pilot project are as follows:

1. Participation in the pilot e-filing project is limited to ISCI prisoners' civil documents to be filed in Boise.
2. The Clerk of Court and the IDOC will develop and coordinate prisoner

e-filing procedures to implement the project.

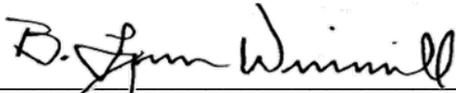
3. ISCI prisoners will present their original documents to ISCI staff for scanning during the regular business hours of the legal resource center. ISCI staff will place a scan receipt stamp on the original prisoner document, scan the document to transmit it via email to a designated court email inbox address on the same day the document is received, and return the document to the prisoner. If a document fits within an exception for an authorized mailed filing, ISCI staff will approve the document for prisoner mailing and issue the prisoner an approval notice to accompany the mailing.
4. The Court will e-file the prisoners' documents in the ECF system upon receipt of the email from ISCI staff. The official filing date and time of a document filed electronically shall be the date and time (MT) the document is electronically received by the court. Where applicable, the "mailbox rule" filing date will be the date the prisoner places the document into the hands of prison officials for e-filing.
5. Even though prison staff will file prisoners' documents electronically, the prisoners will not be registered ECF participants. Therefore, the rules for regular and electronic service of pleadings and papers shall apply, as set forth in Rule 5(b) of the Federal Rules of Civil Procedure and Rule 5.1(k) of the Local Rules of Civil Practice before the United States District Court for the District of Idaho. Parties who are registered ECF participants will

receive only an electronic copy of the prisoners' filings, and parties who serve documents upon nonregistered ECF participants (including prisoners) will be required to serve all documents by mail or other means set forth in Rule 5(b) rather than electronically.

The procedures for prisoner electronic filing may be modified during the course of this pilot project, according to the feedback and data received from court staff, prison staff, and prisoner participants.

This General Order is entered *Nunc Pro Tunc* to September 1, 2015.

DATED this 18th day of September, 2015.

A handwritten signature in black ink, appearing to read "B. Lynn Winmill", written over a horizontal line.

B. LYNN WINMILL
Chief Judge, U.S. District Court