
UNITED STATES DISTRICT COURT
DISTRICT OF UTAH

IN THE MATTER OF PROCEDURES
FOR ACCESS AND MANAGEMENT
OF RESTRICTED AND SEALED
DOCUMENTS

**GENERAL ORDER
25-004**

WHEREAS a recent escalation in cyberattacks on CM/ECF systems of federal courts requires new procedures for the storage and management of restricted and sealed documents;

It is hereby ordered that, effective as of the date of this Order, and until such time as the court orders otherwise,

1. **Electronic Filing and Access to Restricted Documents.** Documents that have certain access restrictions, i.e., applicable party, ex parte, case participants, (hereinafter “restricted documents”) will continue to be filed in CM/ECF under existing procedures, but they will not be accessible or viewable by electronic means on CM/ECF. Although parties will receive notices of electronic filing when restricted documents are filed, the documents themselves will not be accessible or viewable in CM/ECF. *Note: CM/ECF automatically restricts certain documents in Social Security and immigration cases. These documents will remain accessible and viewable to the parties in CM/ECF.*

2. **Electronic Filing and Access to Sealed Documents.** Sealed documents will continue to be filed in CM/ECF under existing procedures but are not accessible or viewable on CM/ECF.
3. **Service of Restricted and Sealed Documents Filed in CM/ECF.** Because sealed documents and most restricted documents filed in CM/ECF are not accessible or viewable in CM/ECF, service of those documents cannot be accomplished through CM/ECF. Therefore, parties must serve all restricted and sealed documents by other appropriate means as provided by the Federal Rules of Procedure. The court will serve court-generated restricted and sealed orders and other documents in paper by mail.
4. **Additional Copies of Sealed Documents.** Because sealed documents and most restricted documents filed in CM/ECF are not accessible or viewable on CM/ECF, a party with the right to access a sealed or restricted document, who requires a copy, should obtain a copy from the filing party, who must provide it upon request if not already provided. Upon request, the clerk's office can provide a paper copy. However, paper copies of restricted and sealed documents will be subject to the current docket copy fee rate as set by the District Court [Fee Schedule](#).
5. **Highly Sensitive Documents (HSDs).** Sealed documents that are defined as HSDs will continue to be subject to the court's HSD procedures set forth in [General Order 21-002 \(amended May 22, 2024\)](#).

6. **Questions about Restricted and Sealed Document Procedures.** Any questions about the filing of and access to restricted or sealed documents should be directed to the clerk's office at utdecf_clerk@utd.uscourts.gov or (801) 524-6100.
7. **Effect of this Order.** This Order supersedes any and all inconsistent prior court orders, including [General Order 24-004](#), ECF procedure manuals, and local rules.

SO ORDERED this 24th day of September, 2025.

BY THE COURT:

A handwritten signature in black ink, appearing to read 'RJS', is written over a horizontal line.

ROBERT J. SHELBY
CHIEF UNITED STATES DISTRICT JUDGE