

FEB 11 2021

TONY R. MOORE, CLERK

BY  DEPUTY

**IN THE UNITED STATES DISTRICT COURT  
FOR THE WESTERN DISTRICT OF LOUISIANA**

IN RE: PROCEDURES  
GOVERNING HIGHLY SENSITIVE  
DOCUMENTS

GENERAL ORDER:  
0001-2021

Wide-spread breaches of both private sector and government computer systems have been disclosed, including an apparent compromise of the confidentiality of the Judiciary's CM/ECF system. In response to these disclosures, the Judicial Conference has directed all federal courts to issue new security procedures to protect materials that contain highly sensitive information (referred to hereafter as "highly sensitive documents" or "HSDs").

If a filing contains a highly sensitive document(s), as defined below, the filing party shall notify the Clerk's Office by contacting one of the following individuals before any documents are filed into the electronic filing system: Kim Bray at 318-934-4740; Corey Whidden at 318-934-4714 or Teresa Reeves at 318-934-4720.

Highly sensitive documents are defined as documents containing information that is likely to be used by a hostile foreign government or its intelligence service to harm the interests of the United States of America, or likely to be used to commit foreign or domestic crimes, so that the disclosure of such

information would cause significant harm; and any other information which, if disclosed, would pose a risk to national security, a clear and present danger to life and safety, or result in grave or extreme harm. A highly sensitive document is not defined as merely a document containing sensitive information, personal information, personal identifiers, financial or confidential information.

**IT IS SO ORDERED**, this 11<sup>th</sup> day of February 2021.

A handwritten signature in blue ink, reading "S. Maurice Hicks, Jr.", written over a horizontal line.

S. MAURICE HICKS, JR.  
Chief Judge, Louisiana Western District Court