

UNITED STATES BANKRUPTCY COURT  
SOUTHERN DISTRICT OF NEW YORK

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In re: :  
: :  
ORDER REGARDING : GENERAL ORDER # M-290  
PERSONAL DATA IDENTIFIERS :  
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: :  
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WHEREAS, the policy of the Judicial Conference of the United States, and in compliance with the E-Government Act of 2002, has promulgated guidelines on protecting personal data identifiers in case files; and

WHEREAS, the Court is authorized to promote electronic case access while protecting the personal privacy and other legitimate interests in case files; and

WHEREAS, effective December 1, 2003, debtors or debtors' attorneys will be obligated to submit personal data identifiers on required official bankruptcy forms in the following format as follows:

1. **Social Security Number:** the debtor shall disclose only the last four digits of his or her social security number when required in a pleading; the debtor shall submit his or her entire social security number on Official Bankruptcy Form 21;
2. **Names of minor children:** the debtor shall disclose only the initials of his or her child(ren) when required in a pleading; the debtor shall list the child(ren) relationship and age on Schedule I of Official Bankruptcy Form 6;
3. **Dates of Birth:** the debtor shall disclose only the birth year of his or her dependent when required in a pleading; the debtor shall list the dependent's age on Schedule I of Official Bankruptcy Form 6;
4. **Financial account numbers:** the debtor shall disclose only the last four digits of account numbers when required in a pleading; the debtor may disclose full account numbers on Schedules D, E, and F of Official Bankruptcy Form 6 at his or her discretion to assist trustees and creditors; and

WHEREAS, parties may file pleadings containing unredacted personal data identifiers under seal;

WHEREAS, the responsibility of ensuring that submission of personal data identifiers in their redacted forms, in case files, lies not with the Court; it is

ORDERED, that submission of personal data identifiers, in case files, in their prescribed redacted forms is effective December 1, 2003.

Dated: New York, New York  
November 20, 2003

/s/ Stuart M. Bernstein  
STUART M. BERNSTEIN  
Chief United States Bankruptcy Judge