

FILED

NOV 20 2015

**IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

CLERK OF CIRCUIT COURT #43
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS

**Part 11. RULES TO IMPLEMENT AND MAINTAIN AN E-RECORD PROGRAM IN THE THIRD
JUDICIAL CIRCUIT COURT, MADISON COUNTY, ILLINOIS.**

RULE 1. AUTHORITY

By the issuance of Order Number M.R. 1218 filed October 24, 2012, the Illinois Supreme Court has adopted and integrated Electronic Record Standards and Principles into the Manual on Recordkeeping established by the Supreme Court's General Administrative Order on Recordkeeping in the Circuit Courts, dated May 20, 1968, as amended. The Illinois Supreme Court has approved an e-Record program designating the electronic court record as the official court record in the Madison County Circuit Clerk's Office for the Third Judicial Circuit, effective December 1, 2015.

**RULE 2. DESIGNATION OF CASE TYPES FOR THE ELECTRONIC RECORD AS THE OFFICIAL
COURT RECORD**

Designation of electronic record case types-This Court hereby authorizes all electronic civil court records to be the official court record. This includes all civil (AD, AR, CH, D, ED, F, L, LM, MC, MH, MR, OP, P, SC, and TX) case types, with the exception of Will Filing (WI). The Court may authorize, by written Administrative Order, the electronic records of additional types of civil cases to be the official court record. The Madison County Circuit Court Clerk shall direct the phasing in of additional implementation.

Definitions- The following terms in these rules are defined as follows:

Electronic Record – All official trial court records for a case filed and stored electronically, except all documents required to be maintained in original form.

Print on Demand- The ability to print any electronic document for use by judges, court personnel, lawyers, litigants and the public.

RULE 3. RESTRICTIONS ON ACCESS TO ELECTRONIC DOCUMENTS

The Madison County Circuit Court adopts the Supreme Court's *Electronic Access Policy for Circuit Court Records of the Illinois Courts*. Access to the electronic court record will be available consistent with this policy. All protected information will be viewable only by the parties of record consistent with the *Supreme Court's General Administrative Order on Recordkeeping in the Circuit Courts* and applicable laws. The electronic record can be accessed at any time subject to unexpected technical failures, normal system maintenance, or as may otherwise be technically feasible.

RULE 4. FORWARD MIGRATION OF ELECTRONIC DOCUMENTS ENSURES FUTURE ACCESS

The Madison County Circuit Clerk will ensure future access to all electronic documents covered by this Rule by securing and maintaining electronic copies of all documents on and off Court premises, according to the Court's *Emergency Preparedness Plan*, effective November 29, 2012. Document retention and archiving shall be pursuant to the Supreme Court's *General Administrative Order on Recordkeeping in the Circuit Courts*, including the creation of microfilmed copies.

RULE 5. DESIGNATION OF THE ELECTRONIC RECORD AS THE OFFICIAL COURT RECORD FOR NON-CIVIL CASE TYPES

The Madison County Circuit Court may designate the electronic records of other case types as the official court record when approval to include additional case types is granted by the Illinois Supreme Court.

RULE 6. OTHER RULES AND ORDERS NECESSARY FOR ELECTRONIC RECORD PROGRAM


Rules to Implement an e-Record Program are subject to *Part 10, E-Filing Rules of the Third Judicial Circuit Court, Administrative Order 04-F-5 of the Third Judicial Circuit, the Illinois Supreme Court's Electronic Filing Standards and Principles, as amended September 16, 2014, and the Illinois Supreme Court's Standards and Principles for an Electronic Record.*

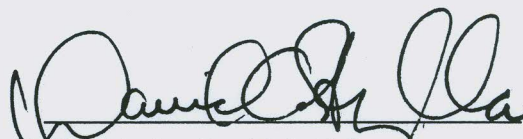
On this 20th day of November, 2015 the Circuit Judges of the Third Judicial Circuit, State of Illinois, approve the above rules by the majority of the Circuit Judges of the Third Judicial Circuit, this Amended Court Rule will becoming effective December 1, 2015.


Circuit Judge John Barberis

Circuit Judge John Knight


Circuit Judge William Mudge


Circuit Judge Dennis Ruth


Chief Judge David A. Hylla


Circuit Judge Barbara Crowder


Circuit Judge A. A. Matoesian

Circuit Judge Kyle Napp


Circuit Judge Richard Tognarelli