

5 | ENTRY ON THE DOCKET/OFFICIAL COURT RECORD

- 5.1. The electronic transmission of a document, together with transmission of the NDA from the Court, in accordance with the policies and procedures adopted by the Court, constitutes the filing of the document under the Federal Rules of Appellate Procedure and constitutes the entry of that document onto the official docket of the Court maintained by the clerk pursuant to FRAP 45(b)(1).
- 5.2. The electronic version of filed documents, whether filed electronically in the first instance or received by the clerk in paper format and subsequently scanned into electronic format, constitutes the official record in the case.
- 5.3. Later modification of a filed document or docket entry by the ECF Filer is not permitted except as authorized by the Court. The clerk may edit the docket entry to correct or supplement the text. A notation will be made indicating the entry was edited. A document submitted electronically is deemed to have been filed on the date indicated in the system-generated NDA.
- 5.4. When the clerk scans a document into the ECF system, the clerk will discard the paper document once it has been scanned and made a part of the official record, unless the electronic file thereby produced is incomplete or of questionable quality.
- 5.5. Except as otherwise provided by circuit rule or Court order, all orders, decrees, judgments, and proceedings of the Court relating to cases filed and maintained in the ECF system will be filed in accordance with the circuit rules and this Guide and will constitute entry on the docket kept by the clerk and service on parties under FRAP 36, 45(b)(1), and 45(c). Any order or other court-issued document filed electronically without the original signature of a judge or authorized Court personnel has the same force and effect as if the judge or clerk had signed a paper copy of the order.

