

**FILED**  
DISTRICT COURT OF GUAM

**AUG 14 2025**

**JEANNE G. QUINATA**  
CLERK OF COURT

DISTRICT COURT OF GUAM  
DISTRICT OF GUAM

In Re:  
Procedures for the Filing of Sealed  
Documents

GENERAL ORDER  
No. 25-0014

In response to recent cyberattacks directed at public and private sector computer systems, including attacks directed at the judiciary, information technology specialists have advised the court of the need to take additional steps to better secure our case management system. Public users enjoy direct access to the court's electronic filing system through PACER and CM/ECF, and while this access creates cybersecurity vulnerabilities, there is a vital need to preserve the integrity of this critical public resource.

**THE COURT FINDS** that the best way to secure our case management system and ensure continued constitutional and common law access to all public court records is to require that all sealed documents be filed only in paper format. This measure preserves the integrity of the PACER and CM/ECF systems by shielding documents properly designated as non-public from unauthorized electronic access by nefarious actors.

Importantly, this General Order does not change the criteria that permit a document to be filed under seal; instead, it changes the process for filing a sealed document. As contemplated by

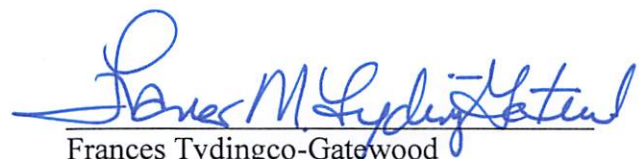
1 Federal Rule of Civil Procedure 5(d)(3)(A) and Federal Rule of Criminal Procedure 49(b)(3)(A),  
2 the court finds that "good cause" exists to adopt this updated filing procedure.

3 Accordingly, **IT IS HEREBY ORDERED** that, effective as of the date of this General  
4 Order, and until such time as the court orders otherwise, all sealed documents shall be subject to  
5 the "hard copy" handling requirements applicable to documents treated as Highly Sensitive  
6 Documents ("HSD"). These handling requirements are set forth in § 2 of the court's General  
7 Order 25-0012 dated August 7, 2025 providing the procedure for the filing, service, and  
8 management of HSD. The Clerk's Office will be available to assist counsel and pro se parties  
9 and answer questions regarding the updated procedures for submitting sealed material.  
10

11 Although sealed materials that do not qualify as HSD will be handled following the HSD  
12 hard copy filing procedures, these materials should be referred to in relevant submissions as  
13 "Sealed" documents rather than as "Highly Sensitive Documents." Any materials that are  
14 permissibly filed under seal without the need for an accompanying motion to seal, such as a Fed.  
15 R. Crim. P. 35 motion for reduced sentence, may continue to be filed under seal without a  
16 motion.  
17

18 Any questions about how a sealed document should be filed with the court pursuant to  
19 this General Order should be directed to the Clerk's Office.  
20

21 **SO ORDERED** this 14 day of August, 2025.  
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25 Frances Tydingco-Gatewood  
26 Chief District Judge  
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