

COMMISSION ON TECHNOLOGY
Agenda Information/Action Item
Meeting Date: November 6, 2009

<i>Agenda Item:</i>	<i>Type of Action Requested:</i>
<u>XML FORMAT FOR E-FILED DOCUMENTS</u>	<input checked="" type="checkbox"/> Formal Action/Request <input type="checkbox"/> Information Only <input type="checkbox"/> Other

FROM:
<i>Mr. Karl Heckart, AOC ITD Director, CIO</i>
SUMMARY:
<p>Administrative Orders 2009-01, 2009-43, and 2009-74 place various electronic court documents in the mainstream of operations from a business perspective and require Bar members to have a valid e-mail address with which to receive case-related communications from the court. Following promulgation of these AOs, various clerks of court requested clarification of the “supreme court approved” format for electronic documents [ACJA § 10506(D)], since word processors create one format, scanners create another, and filers often protect the format of their documents submitted to the court using yet another. Ushering in e-filing statewide opens the courts to provide and receive electronic documents to and from case parties and counsel, greatly complicating matters if a manageable standard is not clearly communicated quickly to the vendor.</p> <p>CIO Karl Heckart will share his concerns about the total storage footprint made by an electronic document throughout its entire lifecycle. The size of the file has implications for the amount of disk space needed, how much network bandwidth is needed to move the file around, how much backup capacity is needed to preserve the file on various media, and the effort required to migrate to new technology. All these present related cost implications to organizations accepting electronic documents. Taking all these items into consideration has yielded a proposal that a small-footprint, open-standard format produced by commonly available word processors be specified for text-based electronic documents and that the TIFF format remain in place for images, graphics, and non-searchable documents.</p>
STAFF RECOMMENDATION:
<p>It makes sense when adopting an open standard like XML to adopt the “most open” possibility to provide the widest breadth of product selection to users. After performing the research on options and file sizes then compiling the white paper presented to TAC and COT, staff recommends approval of the Open Document Format as the ACJA § 1-506 (D)(2)(b) defined standard for the use of XML. No other portions of subsection D should be modified at this time.</p>

ACTION OPTIONS:

1. Approve the Open Document Format for Office Applications as the XML format for e-filed documents, as presented.
2. Approve the Open Document Format for Office Applications as the XML format for e-filed documents, but with conditions or restrictions, as documented.
3. Disapprove the Open Document Format for Office Applications as the XML format for e-filed documents and approve a different solution, as documented.
4. Disapprove the Open Document Format for Office Applications as the XML format for e-filed documents, providing no further direction concerning the XML format for text-based documents.
5. Table the discussion concerning the XML format for e-filed documents until a later time.