FILED
DES MOINES, IOWA
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SOUTHERN DISTRICT OF IA

IN THE UNITED STATES DISTRICT COURT
FOR THE SOUTHERN DISTRICT OF IOWA

IN RE	)	
	)	NO. M1-38
SEALING OF THE ADMINISTRATIVE	)	
RECORD IN APPEALS FROM	)	ADMINISTRATIVE ORDER
DECISIONS OF THE SOCIAL	)	
SECURITY ADMINISTRATION	)	

IT IS HEREBY ORDERED that upon receipt the administrative record in all appeals from decisions of the Social Security Administration shall be forwarded to the assigned judge. The Clerk of Court shall, without further order, seal the administrative record at such time as the record is returned to the Clerk of Court from the assigned judge. The Clerk of Court also shall, without further order, unseal the record at such time as the record is sent to permanent off-site storage or destroyed.

Additionally, the Court is informed that the Social Security Administration retains a copy of the administrative record. Accordingly, with respect to appeals from decisions of the Social Security Administration filed after February 1, 2003, the Clerk of Court is authorized to destroy the administrative record when the case is finally concluded, that is, after the time for appeal has run from a decision of this Court or upon mandate from the Court of Appeals, as the case may be.

DONE AND ORDERED this 31st day of January, 2003.

RONALD E. LONGSTAFF, CHIEF JUDGE
UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF IOWA