

# Supreme Court of Kentucky

2013-06

## ORDER

### **In Re: Authorization for Electronic Signatures and Endorsements**

The 2011 Kentucky General Assembly passed HB 308 (KRS 237.108), which requires the circuit court clerk to forward to the Kentucky State Police the name and identifying information of any person who has been committed to a mental institution or otherwise becomes subject to 18 U.S.C., sec. 922(d)(4) and (g)(4). This information is then forwarded to the Federal Bureau of Investigation for inclusion in the National Institute Criminal Background Check System Database (NICS). The bill also requires the court to give notice to the person of the prohibitions outlined in 18 U.S.C. sec. 922(d)(4) and (g)(4).

Pursuant to the NICS Act Record Improvement Program grant, the Administrative Office of the Courts has created electronic forms for the limited purpose of electronically completing and entering judgments, orders and other documents necessary to facilitate the submission of this information to the Kentucky State Police and effectuate the requirements of KRS 237.108.

Accordingly, it is ORDERED that, effective April 1, 2013, judges and trial commissioners authorized under SCR 5.000 et seq., are authorized to affix their electronic signature to electronic forms for the limited purpose of electronically completing and entering judgments, orders and other documents necessary to facilitate the submission of information to the Kentucky State Police as required by KRS 237.108. Authority to electronically sign the specified orders and forms shall not be delegated to another person. The electronic signature of the judge or the trial commissioner will constitute proof that he or she signed the order or form.

It is further ordered that, effective April 1, 2013, circuit court clerks are authorized to affix their electronic endorsement to electronically filed judgments, orders and other documents necessary to facilitate the submission of information to the Kentucky State Police as required by KRS 237.108. The electronic endorsement of the clerk shall constitute proof the clerk has entered the order or form into the record of the case in which it has been issued.

ENTERED this the 9th day of April, 2013.

  
CHIEF JUSTICE