

Florida Courts E-Filing Authority Portal Security Policy

Like any website in the modern electronic age, the Florida Courts E-Filing Portal (Portal) may face threats common to public web applications, such as bots or browser automation. The purpose of this document is to provide a security policy to address the risks from such threats. This policy provides authority to the Portal Technical Team to monitor and block any activity that can be deemed out of the range of normal activity observed in the day-to-day usage of the Portal.

The Portal provides a common entry point for electronic documents filed in Florida's State Courts System. The Portal was developed in compliance with the requirements set forth in the Interlocal Agreement, the Scope of Work, the Development Agreement, the Florida Supreme Court Standards for Electronic Access to the Courts, the Florida Rule of Judicial Administration 2.525, and other direction and policies adopted by the Florida Courts E-Filing Authority Board of Directors.

The Portal consists of:

- a. Florida Courts E-Filing Web Site and
- b. Electronic interfaces (implemented as web services) that can be consumed by external (external to E-Portal) application(s)/system(s).

The Portal receives electronic pleadings/documents through one of the following methods approved by the Florida Courts E-Filing Authority Board:

1. Florida Courts E-Filing web site (approved as part of the Agreement creating the E-Filing Authority Board)
2. Electronic Interfaces
 - a. Portal/State Attorney Exchange for Criminal Case Filings (CBI Interface) (approved as part of the criminal E-Filing mandate. While no formal certification was required, access is limited to governmental agencies such as State Attorney/Public Defender/Judicial Circuit system(s) and applications)
 - b. Portal/Third Party Vendor Exchange for Case Filings (TPV Interface) Access to the interface requires certification. Third Party Vendors can be for-profit entities, in addition to judicial entities supported in the earlier interface. Third Party Vendors additionally sign a License Agreement providing limited use of the Portal for filing documents to the courts.

Need for Security Enhancements

- 1) The Portal provides a common entry point for the electronic submission of pleadings to the Florida State Courts System.
- 2) The Portal provides users access to related case information.

Portal Monitoring

All activities of those using the Portal may be monitored, including but not limited to Login/Sign in, case

submission and filing, case viewing.



Security measures are set by the Portal Technical Team at levels established to ensure access of the regular filer, CBI or TPV interface processes, and set at levels so as not to interfere with the regular cadence of those processes.

The Portal displays a *Warning* at the bottom of the log-in page, alerting users of restrictions. The log-in page also notes *Terms of Use* alerting users that anyone using the Portal for any purpose agrees to these terms.

The log-in page image is shown below as example of placement of the *Warning* and *Terms of Service*.

The verbiage found in the *Warning* and *Terms of Service* is updated as needed and does not need to be re-displayed in this policy.

• 06/06/2020 in the very near future, the portal will no longer accept the word-perfect (.wpd) document format. The preferred format is PDF/A, however, word (.docx) will still be accepted.

Welcome to the Florida Courts E-Filing Portal Help  

Login

* Required Field

* **User Name:**

* **Password:**

Do not have an account - Register Now!

If you need a portal account, please indicate the filer role you need and click Register.

* **Role:**

**Effective October 28, 2018, the Portal will no longer support out of date browsers, i.e. I.E. 8, I.E. 9, I.E.10.
This website is best viewed in Internet Explorer 11 and above, Mozilla Firefox, and Google Chrome.**

Your IP Address is 10.199.247.31.

#####**WARNING**#####

This system may contain U.S. Government information, which is restricted to authorized users ONLY. Unauthorized access, use, misuse, or modification of this computer system or of the data contained herein or in transit to/from this system constitutes a violation of Title 18, United States Code, Section 1030, and may subject the individual to Criminal and Civil penalties pursuant to Title 26, United States Code, Sections 7213, 7213A (the Taxpayer Browsing Protection Act), and 7431. This system and equipment are subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in the acquisition, recording and analysis of all data being communicated, transmitted, processed or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel.

#####**ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING**#####

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