

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF CALIFORNIA**

**STANDING ORDER GOVERNING ADMINISTRATIVE MOTIONS  
TO FILE MATERIALS UNDER SEAL BEFORE  
DISTRICT JUDGE JON S. TIGAR**

In addition to the information required by Civil Local Rule 79-5, administrative motions to file materials under seal must contain the following information:

1. A statement that the filing party has reviewed and complied with this order.
2. A statement that the filing party has reviewed and complied with Civil Local Rule 79-5, including the requirement to file separate motions if a party seeks to file under seal a document containing “portions that more than one party bears the burden of showing is sealable.” Civil L.R. 79-5(f)(5).

The motion or statement in support of sealing must identify the applicable legal standard (i.e., compelling reasons or good cause), explain why that standard applies, and articulate, with evidentiary support where necessary, why the materials to be sealed satisfy that standard. *See* Civil L.R. 79-5(c)(1)-(2). “Reference to a stipulation or protective order that allows a party to designate certain documents as confidential is not sufficient to establish that a document, or portions thereof, are sealable.” Civil L.R. 79-5(c). Conclusory references to “competitive harm” without explanation are also almost always insufficient justification for sealing.

If a Designating Party seeks less extensive sealing than a motion filed under Civil Local Rule 79-5(f), that party must file revised redacted and unredacted versions of the documents sought to be sealed, as well as a revised proposed order.

Unredacted versions of all documents sought to be partially filed under seal “must highlight the portions for which sealing is sought.” Civil L.R. 79-5(e)(2).

Proposed orders must identify the appropriate legal standard, be “narrowly tailored to seal only the sealable material,” and “list[] in table format each document or portion thereof that is sought to be sealed.” Civil L.R. 79-5(c)(3). Tables must include a column for the Court’s ruling as to each document. Electronic copies of proposed orders must be sent in Word format to [jstpo@cand.uscourts.gov](mailto:jstpo@cand.uscourts.gov).

Dated: March 14, 2022

  
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JON S. TIGAR  
United States District Judge