

**STATE OF SOUTH CAROLINA
ADMINISTRATIVE LAW COURT**

ORDER

In Re: E-Filing System and E-Filing Procedures

The South Carolina Administrative Law Court, Office of Motor Vehicle Hearings (OMVH) has embraced the use of information technologies to increase the effectiveness, efficiency, and accessibility of the courts. The OMVH thus recognizes the need for an E-Filing System for the electronic delivery of documents to the office. The people of the State of South Carolina, through their legal representatives, will benefit greatly from electronic access, and the OMVH will benefit from increased efficiencies and cost savings. However, the transition from a paper-based information management system to an electronic information management system is a fundamental change to the OMVH's operations. Accordingly, care must be taken to ensure that this transition is accomplished in a deliberate and responsible manner.

The OMVH's E-Filing System will be a single, uniform point of access for electronic office filings by authorized attorneys. To implement the E-Filing System, e-filing procedures must be established to provide uniform standards for filing documents through the System. Therefore, pursuant to OMVH Rule 4(D), the OMVH hereby adopts the attached OMVH E-Filing Procedures. The OMVH also expects to update the E-Filing Procedures as needed; therefore, the OMVH may revise the procedures in the future.

AND IT IS SO ORDERED.

Ralph King Anderson, III
Chief Administrative Law Judge

Columbia, South Carolina
August 7, 2024