

General Order 03-7

**FILED**  
U.S. DISTRICT COURT  
EASTERN DISTRICT OF TEXAS

MAR 18 2003

DAVID J. MALAND, CLERK  
BY DEPUTY *Peggy Thompson*

**IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF TEXAS**

**GENERAL ORDER REGARDING DISCLOSURE  
OF FINANCIAL INFORMATION FOR PRESENTENCE,  
PROBATION AND SUPERVISED RELEASE CASES**

The U. S. Probation Office has entered into a Memorandum of Understanding (MOU) with the U.S. Attorney's Office and the U. S. District Clerk's Office regarding the processing and collection of special assessments, restitution and fines.

The primary purpose of the MOU is to allow the U. S. Probation Office to more effectively assess the defendant's ability to pay financial sanctions at the time of sentencing, as well as the ongoing assessment of ability to pay and the collection of the financial sanction imposed by the Court throughout the period of probation or supervised release.

The U. S. Probation Office works very closely with the U. S. Attorney's Office's Criminal Division and Financial Litigation Unit in this process. Such cooperation is required between these two agencies to ensure the Court is provided with reliable, accurate financial information needed to impose financial sanctions and to ensure efficient collection procedures and practices.

To that end, the U. S. Probation Office shall be permitted to disclose financial information, with the exception of Internal Revenue Service Tax Returns, to the U. S. Attorney's Office. The information that may be disclosed includes both financial statements prepared by the defendant as well as the supporting documentation provided with the financial statement.

This general order supersedes any prior conflicting general orders.

Signed this 17<sup>th</sup> day of March 2003.

**FOR THE COURT:**

*John Hannah, Jr.*  
JOHN HANNAH, JR.  
Chief Judge