

CHAMBERS GUIDELINES FOR USE OF GENERATIVE AI HONORABLE ALLISON H. GODDARD

Generative Artificial Intelligence (GenAI) can be a useful tool for your work as law clerks and externs. The use of GenAI, however, must be consistent with your ongoing duties to maintain confidentiality and integrity in every aspect of your work. These guidelines are mandatory to ensure that GenAI tools are used ethically and securely.

GenAI Tools Must Be Approved

You may only use GenAI tools that have been approved by Judge Goddard for use in chambers. You must advise Judge Goddard that you have used a GenAI tool when submitting work product to her and be prepared to explain how you used that tool.

Sealed or Sensitive Personal Identification Information

You may not upload any information that is the subject of a motion for sealing, has been ordered sealed by the Court, or contains personal identification information such as a social security number or names of victims into any GenAI tool without prior express permission from Judge Goddard.

Human Oversight Required

GenAI tools are designed to assist, not replace, human judgment. You are responsible for reviewing and verifying any output from a GenAI tool. You should be mindful of any potential biases and inaccuracies in GenAI outputs.

Checking Your Work

Before submitting a draft order to Judge Goddard, you must use a brief checking tool, such as Westlaw Quick Check, to confirm that the order does not contain any hallucinated authorities.

Compliance with Court Rules and Policies

Your use of any GenAI tool must comply with all other Court rules and policies governing your work.