



ECF Flier

U.S. Bankruptcy Court
Eastern District of Virginia

December 2000
January 2001

For more information on ECF, please visit us at: <http://www.vaeb.uscourts.gov/ecf/ecf.htm>

New CM/ECF Version I Orientation Program for Attorneys, Trustees and Their Staff

An orientation program principally designed for current registered CM/ECF users and their staff members who use CM/ECF will be held at the Alexandria, Norfolk and Richmond divisions soon. The purpose of the orientation program is to acquaint users with: (1) the new features in CM/ECF Version I (see the following article for more information); (2) Bankruptcy Online Support; (3) the CM/ECF Online Training Tutorial; (4) PACER registration fee requirements; and (5) provide lab sessions on CM/ECF Version I. On page 7 of this newsletter you will find the orientation program schedule.

New Release of CM/ECF to Be Installed in February

Coming soon... CM/ECF – Version I. Scheduled for release in the Eastern District of Virginia for Presidents' Day Weekend is the latest version of the Case Management/Electronic Case Filing program. Referred to as "Version I" by our staff, there will be several noticeable improvements in this new release. We expect the enhancements to improve the quality and speed of the system. During the installation process, CM/ECF will be taken off-line. The dates and times that ECF will be off-line will be announced well in advance on our homepage, www.vaeb.uscourts.gov. While we have highlighted some changes here, we strongly suggest that you sign up to attend an orientation session (see page 7 of this newsletter for details). Here are a few highlights of what you can expect with the arrival of CM/ECF – Version I:

Version 1 Highlights

PACER – the Public Access to Court Electronic Records program has been fully developed and included in this release. Consistent with mandatory Judicial Conference of the United States' policy on CM/ECF access fees, changes were made to reflect the recommendations of the EPA Working Group and its Billing Task Force. The PACER billing software has been installed but has not yet been activated; the date for billing activation has not yet been determined. You will be required to enter your PACER login and password but will not be billed at this time. If you are a registered CM/ECF user but *not* a registered PACER user, you will need to obtain a PACER login. You *must* have an active PACER account to use Version I of CM/ECF. If you already have an active PACER account for our dial up system you may use the same account for CM/ECF.

If you need to create a PACER account, please visit <http://pacер.psc.uscourts.gov> for assistance. You may also contact them via telephone at 800-676-6856 or by mail at:

PACER SERVICE CENTER
PACER REGISTRATION
P.O. BOX 780549
SAN ANTONIO, TX 78278-0549

The PACER Service Center will respond most quickly if you sign up over the Internet. We strongly recommend that you do so in order to obtain your login and password as soon as possible.

Case Opening

- ◆ Docketing of the petition is incorporated into case opening routine

Party Processing – streamlined so that fewer screens are required

- ◆ Attorney and Alias screens are displayed only if needed (users click the Attorney or Alias buttons on the party screen)
- ◆ Up to five aliases at a time may now be entered on one screen. You will no longer be required to search for an alias before linking the alias to a party
- ◆ A check box allows you to copy the debtor's address to joint debtor record
- ◆ Can search for parties by social security number or tax identification number
System will store the social security number/tax id for addition of new party
- ◆ Review the aliases linked to a party and if necessary unlink one or more of them before submitting the party

Query Menu – the name search is no longer case sensitive and the following reports have been added:

- ◆ Deadlines/Hearings – each deadline or hearing is listed with the due or set date, the terminated or satisfied date, and a link to the event that created it
- ◆ Filers – provides the list of filers in the case and a link to display all events filed by that person
- ◆ History/Documents – provides a list of all events entered in the case, or just the documents
- ◆ Related Transactions – lists each document/event with any other document/event that is related to it
- ◆ Status – lists each pending and/or terminated status; provides length of time in status and the event that created the status
- ◆ Trustee – lists all current and terminated trustees

Reports – some menu options were moved to other areas (i.e., Pending Deadlines/Hearings and Case Calendar now located under Query; Setup E-Mail Notification moved to Utilities and renamed Maintain Your ECF Account)

Utilities – new menu option for external users. Some of the features include:

- ◆ Change your client code on PACER searches
- ◆ Change your PACER account
- ◆ Maintain your ECF account (change your address, telephone number, email notification, password) *[Note: There is now a limit of eight characters for the password.]*
- ◆ Review your billing history

- ◆ View PACER account information

On-line Help – a new bright yellow question mark has been added to the main menu. When clicked, it will display HELP for the particular screen that the user is on at the time.

Chapter 7 Asset Cases

Effective January 1, 2001, the use of paper case files for ECF Chapter 7 asset cases (“shadow files”), was discontinued district wide. As has been the practice since last spring, trustees in Chapter 7 asset cases will review claims on-line and, upon completion, docket the “Trustee Certification of Review of Claims” event.

Access to Proofs of Claim

Registered users with “Read Only” access and non-registered users currently cannot access proofs of claim on-line in ECF. These customers may access them on-line from the Clerk’s Office reception area in any of our divisions. The ability for these customers to access proofs of claim is expected to be available in the new ECF (Version I), which should be released in mid-February. PACER registration will be required. See the article on Version I Highlights for PACER registration details.

Treasury, Justice and Office of Management and Budget Release Study on Financial Privacy in Bankruptcy

The American Bankruptcy Institute (ABI), has posted on its Internet web site, www.abiworld.org, a recently released study on “Financial Privacy in Bankruptcy: A Case Study on Privacy and Judicial Records.” The purpose of the study is to provide recommendations on how to best to handle access by private entities to personal financial information found in bankruptcy

court records. Three appendices are attached to the study. They too are available at the ABI’s Internet web site.

Judiciary Seeks Public Comment on Internet Access

On November 13, 2000, the Administrative Office of the U.S. Courts announced that the Judicial Conference of the U.S. is studying the privacy and security implications of vastly wider public access to court documents via the Internet. Public comment is sought. Options currently under consideration can be found by clicking on the “Document for Comment” box at <http://www.privacy.uscourts.gov/>. Comments should be submitted by 5 p.m., January 26, 2001.

CM/ECF Filings Continue to Increase!

CM/ECF petition filings are continuing to increase as a percentage of total filings in the Eastern District of Virginia. For calendar year 2000, 33.3% of the bankruptcy petitions filed in the Eastern District were filed electronically. For the month of December 2000, 38.2% of bankruptcy petitions filed in the Eastern District of Virginia were filed electronically – an all-time high. We appreciate your increased participation in the CM/ECF system! On page 6 of this newsletter you will find a summary of the CM/ECF petition filings, by division, since July 1999. We will continue to update this chart and attach it to the *ECF Flier* on a quarterly basis.



**Attorneys that went LIVE
November 2000 – January 2001**

Alexandria

None

Norfolk/Newport News

Harry Jernigan
Stephen Weisbrod
Jeff Marks
Donna Hall

Richmond

Vernon E. Inge, Jr.
Troy Savenko
David R. Ruby
Douglas A. Scott (October)
Roy M. Terry (October)
Keith Phillips

Out of State

None

**Attorney Training: November 2000
– January 2001**

Norfolk/Newport News - 5

Dominic Lascara
Jacqueline Hoskings
Juanita Merritt
Stephen Weisbrod
Ken Moreno

Alexandria – 0

None

Richmond – 6

Vernon E. Inge, Jr.
Troy Savenko
Paul S. Bliley, Jr.
William H. Schwarzschild, III
David J. Karp
Kirk D. McQuiddy

Total Number of Attorneys Trained - 387

November 2000 ECF Statistics

| | Bankruptcy Adversary | |
|--------------------------------------|-----------------------------|-----------|
| Alexandria | 118 | 2 |
| Norfolk | 289 | 9 |
| Richmond | 141 | 4 |
| Newport News | 233 | 17 |
| District Total | 781 | 32 |
| Total ECF Cases filed in 2000 | 7954 | |
| Total ECF Cases filed in 1999 | 3539 | |
| Total ECF Cases filed in 1998 | 421 | |
| Total ECF Cases filed in 1997 | 1 | |
| Total ECF Cases filed to date | 11,915 | |

December 2000 ECF Statistics

| | Bankruptcy Adversary | |
|--------------------------------------|-----------------------------|-----------|
| Alexandria | 119 | 2 |
| Norfolk | 244 | 7 |
| Richmond | 135 | 2 |
| Newport News | 228 | 9 |
| District Total | 726 | 20 |
| Total ECF Cases filed in 2000 | 8680 | |
| Total ECF Cases filed in 1999 | 3539 | |
| Total ECF Cases filed in 1998 | 421 | |
| Total ECF Cases filed in 1997 | 1 | |
| Total ECF Cases filed to date | 12641 | |

ECF Information and Helpful Numbers:

[Click here to link to the Court Website](#)

ECF Help Desk: **1-888-271-8610**

Questions? E-Mail us! [ECF Questions](#)

Contacts for Attorney Training:

Alexandria -

 Evelyn Flowers (703) 258-1225

Richmond -

 Debbie Lowe (804) 916-2445

Norfolk -

 Pat Woodhouse (757) 222-7575

Newport News -

 Caroline Bradley (757) 222-7574

Clerk's Office Telephone List

In response to a suggestion made by several attorneys, we have added a Clerk's Office Telephone List to our website. To access this list, go to <http://www.vaeb.uscourts.gov/fonelist.htm>.

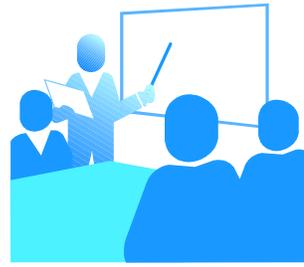
Please note that this list may be updated periodically. For this reason, we suggest that you go to this list before placing a call directly to a specific case administrator, or courtroom deputy.

**United States Bankruptcy Court
Eastern District of Virginia
Total Electronic Case Filings (ECF) By Division
1999 - YTD 2000**

| 1999 | Alexandria | Richmond | Norfolk | Newport News | District Totals |
|----------------------|-------------------|-----------------|----------------|---------------------|------------------------|
| | % ECF | % ECF | % ECF | % ECF | % ECF |
| Jul | 15.9% | 4.5% | 11.2% | 6.2% | 9.9% |
| Aug | 17.6% | 7.0% | 15.3% | 99.5% | 19.9% |
| Sep | 17.9% | 5.3% | 18.5% | 99.6% | 22.6% |
| Oct | 16.0% | 8.4% | 18.1% | 100.0% | 24.6% |
| Nov | 17.7% | 9.0% | 20.3% | 99.6% | 24.8% |
| Dec | 20.1% | 7.2% | 23.2% | 99.6% | 25.6% |
| 6 Mos. Totals | 17.5% | 6.9% | 17.7% | 81.9% | 21.2% |
| 2000 | Alexandria | Richmond | Norfolk | Newport News | District Totals |
| | % ECF | % ECF | % ECF | % ECF | % ECF |
| Jan | 21.4% | 9.0% | 28.4% | 99.0% | 28.2% |
| Feb | 15.7% | 13.1% | 23.4% | 100.0% | 27.1% |
| Mar | 17.4% | 12.9% | 26.7% | 99.7% | 28.2% |
| Apr | 17.9% | 18.9% | 23.5% | 99.2% | 29.7% |
| May | 19.4% | 14.4% | 25.9% | 100.0% | 30.3% |
| Jun | 25.0% | 21.1% | 34.7% | 100.0% | 36.7% |
| Jul | 24.4% | 17.8% | 29.7% | 98.8% | 33.7% |
| Aug | 23.6% | 21.8% | 34.9% | 100.0% | 35.4% |
| Sep | 23.4% | 23.8% | 37.3% | 100.0% | 38.0% |
| Oct | 24.4% | 22.1% | 35.1% | 100.0% | 37.7% |
| Nov | 22.6% | 21.8% | 44.3% | 100.0% | 38.1% |
| Dec | 25.6% | 22.5% | 40.0% | 100.0% | 38.2% |
| YTD Totals | 21.4% | 18.1% | 31.9% | 99.8% | 33.3% |

Note: In 1999, 28,304 petitions were filed for the Eastern District, of which 3,539 or 12.5% were ECF cases.
Thus far in 2000, ECF filings have increased to 33.3% for all bankruptcy petitions.

**NEW CM/ECF VERSION 1
ORIENTATION PROGRAM
FOR
ATTORNEYS, TRUSTEES AND
THEIR STAFF**



This program will cover:

- New features in CM/ECF Version 1
- Lab sessions on CM/ECF Version 1
- Bankruptcy Online Support
- CM/ECF Online Training Tutorial
- Pacer Registration

PLEASE NOTE:

Re-certification is not required for registered users; however, *attendance is strongly encouraged*. Each attendee should select only one training session date and only at one court site.

Norfolk/Newport News Divisions (Feb. 2001)

Training Sessions in Norfolk

- Monday, Feb. 5 – 10:00 -11:00 a.m.
- Tuesday, Feb. 6 – 2:00 -3:00 p.m.
- Wednesday, Feb. 7 – 10:00 -11:00 a.m.

Location:

Walter E. Hoffman U. S. Courthouse
Courtroom #2, 4th Fl. , 600 Granby Street
Norfolk, VA

Advance Registration Required

**Please select one session only and call:*
Pat Woodhouse, Division Trainer
(757) 222-7575 *or*
Caroline Bradley, Division Trainer
(757) 222-7574

**subject to availability*

Richmond Division (Feb. 2001)

Training Sessions in Richmond

- Thursday, Feb. 8 – 10:00 -11:00 a.m.
- Friday, Feb. 9 – 2:00 -3:00 p.m.
- Tuesday, Feb. 13 – 10:00 -11:00 a.m.

Location:

Room 335, U. S. Courthouse Annex
1100 East Main Street , Richmond, VA

Advance Registration Required

**Please select one session only and call:*
Delores Jones, Division Trainer
(804) 916-2435

** subject to availability*

Alexandria Division (Feb. 2001)

Training Sessions in Alexandria

- Tuesday, Feb. 13 – 10:00-11:00 a.m.
- Wednesday, Feb. 14 – 2:00-3:00 p.m.
- Thursday, Feb. 15 – 10:00-11:00 a.m.

Location:

Martin V. B. Bostetter, Jr., U. S. Courthouse
Bankruptcy Court Training Room, 1st Fl.
200 South Washington Street, Alex, VA

Advance Registration Required

**Please select one session only and call:*
Evelyn Flowers, Division Trainer
(703) 258-1225 *or*
Kathy Dragg, Division Trainer
(703) 258-1211

** subject to availability*