CM/ECF Release 4.0, 4.1, and 4.2 Implementation

Changes seen when you are logged in with a PACER or CM/ECF filer account

1. **RSS (Real Simple Syndication) Feed Technology.** We will offer an RSS feed with links to docket sheets and documents. A standard RSS reader is not provided with CM/ECF, but the software supports the readers included with the standard supported browsers (Firefox 3.5 and Internet Explorer 7 and 8).

2. **User Interface Enhancements.** Time selection icon - On the screens allowing a time selection, the time field now includes an icon to populate the time from a graphic.

3. **Query.** A warning message has been added to the Query search screen, indicating that there is no 30-page PACER billing cap on the results page.

4. **Filing Fee Balances.** In previous releases, there was no way to track the balance due when a filing fee was paid in installments. Now, for pending cases, the outstanding filing fee balance is tracked in CM/ECF.

5. **Reports**. Several edits were made to various reports and some of the highlights are in the following narrative. **Calendar Events** - The report output has been enhanced to provide easier access to related proceedings. Previously, information about proceedings related to an event was only available on the Related Proceedings report. Now this information can be accessed without leaving the Calendar Events output page. **Cases** - The fields in the data record have been modified. If party information is requested and the party is a debtor, plaintiff or defendant, the record includes information about the party's attorney (or, if applicable, indicates the party's pro se status). Additional fields to capture this data have been added to the end of the record. **Claims Activity** - For any closed case, the case closed date is displayed next to the case number on the report output. **Docket Report** – The County of the debtor residence is now displayed. Attorneys email addresses are now hyperlinks which default to the users default email program. **Docket Activity Report** - The report is now limited to a range of 31 days. This prevents internet users from unintentionally requesting a large data set, which would result in an unnecessarily large PACER fee.

6. **Miscellaneous**. Browser supports for the CM/ECF application are Internet Explorer 7/8 and Mozilla Firefox 3.5; Mozilla Firefox 2 and Internet Explorer 6 are no longer supported. If you wish to use the keyboard rather than the mouse, pressing the Enter key now gives the same result as clicking the button that submits the screen. Pressing the space bar also works if the focus is on the button that submits the screen.

Changes seen only when you are logged in with a CM/ECF filer account

1. **Filing Agents, Filing Output and Display, Transaction Log, Maintaining Filing Agents, etc.** Some attorneys use paralegals to assist in filing. Previously, there was no way to link multiple accounts to the same attorney, thereby allowing paralegals to docket on behalf of the attorney. Now, a new user type is available, called "Filing Agent". An attorney or trustee may link to several filing agents, so that when an agent files on behalf of the attorney, the docket text shows the attorney name. The option to associate multiple filing agents is available for attorney, trustee and US Trustee user groups. **Please note: this module and its accompanying functions will be phased in in early 2012.**

2. **Case Opening.** Previously, an attorney opening an adversary case was prompted to create an association with the plaintiff in the case. Now, a "Counsel for" selection option appears (if the adversary proceeding is not a complaint) to allow the attorney to indicate which party he represents: if the default "Plaintiff" is selected, the filing attorney is automatically associated with the plaintiff; if "Defendant" is selected, the filer may make the attorney association during docketing.

3. **Case Upload.** Previously, the Creditor Matrix file type was not validated; any type of file could be uploaded. Now only plain text files are accepted.

4. **Claims/Creditors.** Previously, when a claim was filed, then transferred and amended, the Claims Activity report incorrectly listed the new owner as the filer of the original claim. This has been fixed; the original filer remains listed with the original claim and any claim actions that took place before the transfer, and the new owner is associated only with those claim actions that occurred after the transfer.

5. **Claim Filing – Proof of Claim.** Using Mozilla Firefox, if the user submitted the Proof of Claims screen with a value in the "Amends Claim #" field, and then clicked the Back button, the value entered was not re-displayed on the screen. This has been fixed. The "File another claim" hyperlink was previously displayed at the bottom of the Proof of Claim receipt. Now the hyperlink has been moved to the top of the receipt for easier access. The Proof of Claim entry screen text and formatting have been modified to match the B10 form. Additionally, the amount claimed and amount allowed totals are no longer calculated. Instead, the "Amount claimed" and "Amount allowed" fields constitute the totals of the various amounts claimed and allowed; the user enters the totals in these fields, and no additional total is calculated.

6. **Docketing**. **Trustee's 341 Filings** - The Trustee's 341 Filings module has been enhanced to allow multiple meetings to be continued simultaneously. Additionally, the output now displays only information and selection options valid for the chapter(s) of the cases displayed. An option to sort by time has been added to the selection criteria screen. On the Trustee's 341 Filings filter screen, a new "Continue multiple 341 meetings" check box has been added to the screen. If this box is checked, a new screen is displayed to allow the

trustee to continue 341 meetings for some or all of the cases with meetings on the selected date. Previously, when a trustee ran the "Report of no distribution" event with multiple cases from the Trustee's 341 Filings menu, the asset notice field was not updated for all cases. This has been fixed.

7. **Display and Selection of County Codes**. Previously, each court defined local counties for display throughout the application. Now, all U.S. counties are available for selection in any court.

8. **Corrections.** Previously, when a user tried to **upload multiple PDFs** with a large combined size, the transaction did not always complete properly; instead, the size of the upload caused the transaction to time out. This has been corrected. If an attorney or other external filer used **Automatic Judge/Trustee Assignment**, the resulting NEF email would previously contain no document hyperlink; thus, when the court generated the associated form, it was not accessible from the NEF email. This has been corrected. When **adding a joint debtor** during case opening, a check box appears to allow the main debtor's address to be copied to the joint debtor. In a previous release, this check box did not always display; this has been corrected.

9. **Noticing.** Previously, when a **party was terminated** through a docketed event, the terminated party did not receive notice of the event. Now the terminated party is included in the noticing list. The **BNC Certificate of Notice** now includes all entities selected as form recipients who received a Notice of Electronic filing through CM/ECF, along with the date of electronic notification and the entity's name and email address. Additionally, the BNC file now contains an email address (of the debtor's attorney, or of the debtor if pro se), so that the BNC may email the bypass list.

10. **Maintain Your ECF Account.** The following additional options appear on the "Email Information" screen: you are now prompted to enter your primary and secondary email addresses twice; if the two fields do not match, an error message is displayed, and the address is not saved until the fields agree. You will see an option to receive notices only in those cases in which you are involved, and not in their related cases.

11. **Internet Payments Due.** Previously, when an internet payment was made, all fees incurred up to the time of payment had to be paid at once. Now you may choose to pay some or all of the fees in a given transaction. On the "Internet Payments Due" screen, all outstanding fees are displayed, along with a check box for each fee. To select the fees to pay, the user should check the boxes next to the desired fees, and then click the *Next* button.

12. **Miscellaneous. Password Security** - All CM/ECF passwords must be a minimum of 8 characters, and must include both upper- and lower-case alphabetic characters and at least one digit or special character [e.g., 0-9, @, #, $, %, &, *, +, :]. Additionally, after five invalid login attempts, your account is locked out for a five-minute waiting period. Each subsequent invalid entry increases the resulting lockout period. **CM/ECF Lockout for**

Failure to Pay Fees - All fees associated with a filing is due at the time of filing. If you do not pay fees you have incurred you may receive email notification from the court, indicating that you have outstanding fees. This notification will include a hyperlink to allow you pay the fees immediately. To avoid problems with **pop-up blockers** among various browsers, the pop-up window previously generated by a pay.gov transaction is now displayed as a panel. This panel appears as a part of the original application window, so it is not affected by pop-up blocker settings.

December 1, 2011 Rule Changes

1. **New Rule 3002.1 requirements** address certain claims in chapter 13 cases, and go into effect on December 1, 2011. To comply with the rule, CM/ECF has been modified to allow a creditor to file the "Notice of Mortgage Payment Changes," the "Notice of Postpetition Fees, Expenses, and Charges," and the "Response to Notice of Final Cure Payment" as a supplement to the holder's proof of claim.

2. **Claim Action Events.** The new "Notice of Mortgage Payment Changes" event allows the claim holder to inform appropriate case participants when a change in payment amount occurs.   The new "Notice of Postpetition Fees, Expenses, and Charges" event includes the claim holder's record of fees incurred by the case that the holder asserts are recoverable against the debtor. The new "Response to Notice of Final Cure Payment" allows the trustee or debtor to inform case participants that the debtor has completed all payments under the plan.

3. **Claims Register**. When any of the above events are docketed, they are displayed on the History section of the Claims Register for their associated claims. Note: Because no document number is associated with the event, the word "doc" appears as a document hyperlink, rather than a document number.

4. **Docket Report.** The Rule 3002.1 claim supplement filings are only viewable from the claims register. These filings are not visible on the docket report.