

**U.S. Bankruptcy Court
District of Arizona**



CM/ECF NEWSLETTER

Issue No. 4

November/December 2000

**PARENTHESIS IN
PARTY NAME**

When inputting your client's name in ECF please DO NOT use parenthesis anywhere in the name. When parenthesis are used, in a name, the ECF program locks so that the name cannot be updated.

Also, if you represent more than one person or party, when you input them into ECF, each person or party must be input separately. For example, if you represent John and Mary Smith, please do not input them as one party named John and Mary Smith. First input John Smith, then click on Add/Create party again and add Mary Smith. Then when filing on behalf of them, click on both names.

MAILING LISTS

Mailing lists for year 2000 cases on the Electronic Case Filing (ECF)

system are no longer updated on PACER/BRASS. An updated mailing list for a 2000 ECF case can ONLY be obtained from the ECF system. Mailing lists for 1999 and earlier ECF cases will continue to be updated and available on PACER/BRASS.

E-MAIL NOTIFICATION

If you have enabled the e-mail notification feature in ECF, in the next software update (which we should receive after the first of the year), the subject line of the e-mail will include Proof of Claim if that was filed. Right now, as you know, if you request e-mail notification of filings, you receive e-mail notices of all filings, including claims and are not able to determine what was filed without opening the e-mail. This new feature will allow you to delete e-mail notices of claim filings without opening the e-mail.

Options to allow the user to request e-mail notification of only pleadings or

only claims or both and to designate a different e-mail address for claims are to be included in a future update.

PRIVACY

The subcommittee on Privacy and Electronic Access to case files of the Court Administration and Case Management Committee of the Judicial Conference of the United States is soliciting comments regarding privacy and electronic access to case files. The request for comment on Privacy and Public Access to Electronic Case Files may be viewed at

www.privacy.uscourts.gov and any comments can be posted at that web site. See the News Release attached for further information. Comments will be taken until January 26, 2001.

CM/ECF UPDATE

Our MIS Department has set June 1, 2001, as a tentative date for conversion of all cases in the Phoenix office to the CM/ECF System. Not only will only all new filings in Phoenix be placed on CM/ECF, all pending (and possibly even closed) non CM/ECF cases will be converted. This will have the advantage of all cases being on only one system, instead of some cases on CM/ECF and some on the old system.

The conversion of all Phoenix cases to CM/ECF raises another issue. Now we scan all paper documents for all the cases on ECF, which now are about 20 percent of the filings. Once we convert to ECF for all filings, the clerk's office will not have sufficient personnel to scan all the paper documents filed. The new version of the ECF software will permit us to have a hybrid or mixed docket. For example in a pro se Chapter 7 case, the petition, schedules and all other documents filed on paper will only have a docket entry on the ECF docket, there will be no electronic document behind the docket entry. But, for those attorneys who can file electronically their documents will be on the ECF docket. Clerk's office filings such as orders, meeting of creditor notices and discharges, will be scanned for the ECF docket. But since we are not scanning all documents, we will need to establish which documents and/or class of cases should have priority for scanning and inclusion on the ECF docket.

Since we will not be able to scan all paper filings, we seek your input, as a user, as to which documents should be scanned and/or which types of cases should have all the documents viewable on ECF. Please direct any comments to the e-mail address at the end of the newsletter.

**CM/ECF Information
and
Helpful Numbers**

ECF Help Desk: 602-640-5800
Ext. 242

Questions: E-Mail to:

Sue_Christensen@azb.uscourts.gov



NEWS RELEASE

Administrative Office of the U.S. Courts

November 13, 2000

Contact: Dick Carelli

Judiciary Seeks Public Comment on Internet Access to Court Documents

As federal courts make the transition from paper to electronic case files, the Judicial Conference of the United States is studying the privacy and security implications of vastly wider public access to court documents via the Internet.

Public comment is sought.

Case files, long presumed to be open for public inspection and copying unless sealed by court order, often contain private or sensitive information. Bankruptcy debtors must divulge intimate details of their financial affairs. In other courts, case files may contain medical records, personnel files, tax returns or proprietary information.

Creation of electronic files means they soon may be viewed, printed or downloaded, for a minimal fee of 7 cents per page, by anyone, at any time, through the Internet. The new technology has sparked the Judiciary's review of public-access policies. Should electronic case files be protected from unlimited public disclosure, or should they be treated the same as paper files?

What should be the Judiciary's response to the growing ability to obtain court documents without being physically present at a courthouse? The public is invited to comment on the various policy options being considered.

Options currently under consideration can be found by clicking on the "Document for Comment" box at www.privacy.uscourts.gov.

Comments should be submitted by 5 p.m., Jan. 26, 2001. All must include the name, mailing address and phone number of the commentator. Electronic comments may be submitted to www.privacy.uscourts.gov or e-mailed to Privacy_Policy_Comments@ao.uscourts.gov.

Regular mail should be addressed to The Administrative Office of the United States Courts, Court Administration Policy Staff, Attn: Privacy Comments, Suite 4-560, 1 Columbus Circle N.E., Washington, D.C. 20544.

Commentators should indicate whether they are interested in participating in a public hearing, if one is held. It may not be possible, however, to honor all requests to speak at any such hearing.

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Washington, D.C. 20544 • Phone (202) 502-2600 • Fax (202) 502-2633