

UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF NEW YORK

ALBANY DIVISION

In Re:

2002-2

Delegation of Duties to Clerk of Court

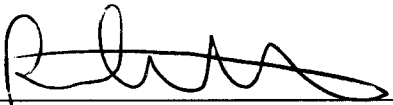
ORDER AUTHORIZING CLERK TO SIGN
MINISTERIAL ORDERS FOR CASES ASSIGNED TO
ROBERT E. LITTLEFIELD, JR., U.S. BANKRUPTCY JUDGE

IT IS HEREBY ORDERED that Richard G. Zeh, Sr., the duly appointed clerk of the above entitled court, and such other deputies as designated in writing by the clerk, are delegated the authority to sign all ministerial orders and matters without further direction from the court. In carrying out these duties, the clerk shall be guided by the United States Bankruptcy Code, Federal Rules of Bankruptcy Procedure, Local Rules and other applicable federal laws and regulations. Ministerial orders and matters are orders and matters that are prescribed by statute or rule that do not require personal judgment or discretion, and if based on notice and hearing, there has been strict compliance with notice requirements and no objections are pending. For the purpose of this order, ministerial orders and matters include but are not limited to:

1. Orders establishing trial and hearing dates and continuances thereto and the fixing of dates for the filing of complaints objecting to the granting of discharges, or to determine the dischargeability of certain debts, objections to the confirmation, acceptance or rejection of plans, and the bar date for the filing of proofs of claim and amendments thereto;
2. Orders permitting the payment of filing fees in installments and fixing the number, amount and dates of payment;
3. Orders to show cause regarding dismissal for nonpayment of filing fees;
4. Orders of discharge in chapter 7, 12 and 13 cases;

5. Final decrees;
6. Orders reopening cases for the purpose of administering assets;
7. Orders reopening cases that have been closed due to administrative error and/or to correct and administrative error;
8. Orders discharging a trustee and closing a case after such case has been fully administered;
9. Orders on debtor's motion to convert under 11 USC section 706(a), 1112(a), 1208(a) or 1307(a);
10. Orders for refund of monies tendered pursuant to 11 USC 347(a);
11. Orders presented by the Chapter 13 Standing Trustee ordering the debtor or any entity from whom the debtor receives income to pay all or part of such income to the trustee and modifications thereto;
12. Orders confirming chapter 13 plans when the trustee has approved the plan as satisfying the requirements of 11 USC 1325(a); and
13. Orders approving the employment of counsel for the trustee.

DATED: 8/5/02



Hon. Robert E. Littlefield, Jr.
U.S. Bankruptcy Judge