

**U. S. Bankruptcy Court  
Northern District of New York  
CM/ECF Project Update  
March 7, 2003**

The court has been very busy implementing the new case management system. As of January 2003, 119 federal courts across the country have begun implementation of CM/ECF. Seventy-five of the offices are Bankruptcy Courts with 42 of them in the operational phase. Forty-four are District Courts with 12 of them in the operational phase.

In the two months since we have implemented this system, our deputy clerks have entered approximately 354,000 docket entries and proofs of claim and have scanned more than 175,000 pieces of paper. These documents can be accessed through PACER at [www.ecf.nynb.uscourts.gov](http://www.ecf.nynb.uscourts.gov). If you do not have an account with PACER, contact the PACER Service Center at [www.pacer.psc.uscourts.gov](http://www.pacer.psc.uscourts.gov). This site also has a link to all of the federal courts using ECF.

We are now moving into the last phase of implementation of our project—the electronic case filing phase. Our external testing groups have successfully completed their assignments and have provided us with their feedback. As a result, we have finalized our training manual and have begun scheduling for training classes in March and April.

For your name to be placed on our training list, a completed login and password registration form and a credit card blanket authorization form must be filed pursuant to the Administrative Order and Procedure for Filing, Signing, and Verifying Pleadings and Paper by Electronic Means. These two documents are posted on our website, [www.nynb.uscourts.gov](http://www.nynb.uscourts.gov). The links to the order and procedure are in the center window of our home page. You must click on the word “order” to open that document and then click on the word “procedure” to open this second document. The registration forms are attachments A through C in the procedure.

We have received quite a few applications that are incomplete. **An application must include the login and password registration form, and the credit card blanket authorization forms with a photocopy of the front and back of the credit card attached.** We regret that we cannot provide you with a login and password to the ECF system if we do not have this information on file.

Our trainers are also busy preparing training materials for out of district attorneys and for our creditor participants. We are looking forward to bringing them on board in the Spring, 2003 as well.

A new feature has been added to PACER that many of you have been asking for. You may now access a one, two, or three column matrix for the cases filed since August 1, 1992 as well as other mailing list information. After logging into PACER, click on “Utilities,” select “mailing” under “Miscellaneous,” and explore the options that are available to you. We have found that to print a three-column matrix, you can run the option from PACER. However, do not print it from PACER. Copy

and paste the matrix to a word processing file so that you can edit the formatting of the matrix to the type of mailing labels you use.

As our website, [www.nynb.uscourts.gov](http://www.nynb.uscourts.gov), is our most efficient and cost-effective means of communicating any court news, please check it regularly for updates not only regarding ECF but other issues that may affect your practice in the Court. If you have any questions regarding ECF, do not hesitate to contact Anne Sadlemire at (518) 257-1619.