

**UNITED STATES BANKRUPTCY COURT
FOR THE
NORTHERN DISTRICT OF NEW YORK
AMENDED ADMINISTRATIVE ORDER 20-06**

**TELEPHONIC HEARINGS BEFORE JUDGE ROBERT E. LITTLEFIELD, JR.
DURING COVID-19 PUBLIC HEALTH EMERGENCY**

New York State has declared a public health emergency due to the introduction of the COVID-19 virus into the general public. In order to facilitate the adjudication of matters before the court and to protect the health and safety of the public, Judge Littlefield is implementing the following procedures.

NOW, THEREFORE, it is hereby

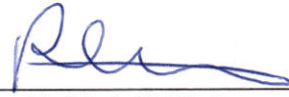
ORDERED, that effective immediately and until further notice, all hearings and conferences before Judge Littlefield will be conducted telephonically and, unless otherwise instructed, the court will initiate all telephone calls. Depending on where your matter falls on the calendar, you may have to wait a little while before you receive your call from the court; and it is further

ORDERED, that all parties must email the Courtroom Deputy at NYNBCRDALB@nynb.uscourts.gov at least 24 hours in advance of the scheduled hearing to provide the following information (1) the name of the individual that will appear; (2) the telephone number the appearing party may be reached at; and (3) all attorneys must also identify the party the attorney represents; and it is further

ORDERED, that during a telephonic appearance, all parties shall (1) announce who you are before you speak; (2) avoid the use of a speaker phone (use a landline if possible); (3) mute

your phone when not speaking; and (4) speak up and enunciate so that you can be heard and understood.

Dated: August 13, 2020

A handwritten signature in blue ink, appearing to read 'R. Littlefield, Jr.', written over a horizontal line.

Robert E. Littlefield, Jr.
United States Bankruptcy Court Judge