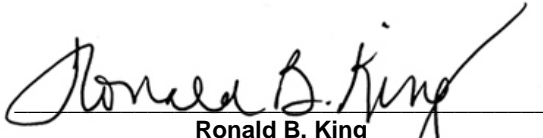


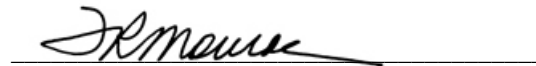
SIGNED this 2nd day of December 2003.




Larry E. Kelly
Chief United States Bankruptcy Judge


Leif M. Clark
United States Bankruptcy Judge


Ronald B. King
United States Bankruptcy Judge


Frank R. Monroe
United States Bankruptcy Judge

UNITED STATES BANKRUPTCY COURT
WESTERN DISTRICT OF TEXAS

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**SECOND AMENDED STANDING ORDER RELATING TO
ATTACHMENTS TO PLEADINGS AND PROOF(S) OF CLAIM**

If a filed document includes exhibits or attachments, then such exhibits or attachments must be summarized, and only the summary is to be attached to the document that is submitted for filing. However, for purposes of service on parties in interest pursuant to L.Rule 9013(g), the entire pleading, including its exhibits and attachments, must be served; provided, that with respect to lift stay motions in cases under chapters 12 and 13, the ten largest unsecured creditors should be served only with a summary of such exhibits. The exhibits shall be made available upon request at no cost. If the filed document is set for hearing, the exhibits or attachments shall be introduced at the hearing for possible admission to the official record.

The foregoing paragraph does not apply to the following pleadings:

1. Plan of Reorganization;
2. Disclosure Statement;
3. Motions filed pursuant to Federal Rules of Bankruptcy Procedure 7012, 7056, 7065, 9023, and 9024;
4. Application for Compensation and/or Reimbursement;

5. Trustee's Final Report and Account; and
6. Any filed document which requires an affidavit to be attached (e.g., Application
7. for Temporary Restraining Order).

With respect to the foregoing listed items, all required exhibits and attachments must be included with the document that is filed with the court.

Similarly, all exhibits or attachments to Proof of Claims must be summarized and only the summary is to be attached to the Proof of Claim that is filed with the court. Pursuant to L. Rule 3002(a), the complete Proof of Claim, including original exhibits, attachments or supporting documentation must be served on the Debtor's attorney (or on the Debtor, if the Debtor is pro se) and upon any trustee appointed in the case. The creditor must provide a copy of the original documentation to any party objecting to it's claim. In the event of a hearing on an objection to the claim, the Proof of Claim and all original exhibits, attachments and supporting documentation shall be introduced at the hearing for possible admission to the official record.

This procedure will be included in the Administrative Procedures for Filing, Signing, and Verifying Pleadings and Papers by Electronic Means and is effective immediately.

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