

Administrative Office of the U. S. Courts

CM/ECF

Bankruptcy Release 3.1

Notes for PACER Users

DRAFT

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Bankruptcy Release 3.1

This document summarizes the changes you may notice when you use CM/ECF in a U. S. Bankruptcy Court that has installed Release 3.1 of the application. Note that what you see in a particular court may be different from what is described here.

Case Opening

- The initial screen for bankruptcy cases now has a “Main/Nonmain” selection (for Chapter 15 cases only).
- A new “SumSchTotal” DPF can be used in lead events to display a screen for the entry of items from the Summary of Schedules.
- If a deficiency list is displayed (DisplayDeficList DPF) during the docketing of the lead event, a check is made between any items selected and the data supplied on the Summary of Schedules (assumes that the SumSchTotal DPF preceded DisplayDeficList) – e.g., if figures for Schedule A are entered on the Summary, and the user marks Schedule A as being deficient, an error message is displayed.
- A “Bankruptcy party” item now appears on the screen for defendant/plaintiff information: the selection list comes from Codes table entries of type BkPtyCodes.

Case Upload

- The format of the statistics record has changed to include the new fields required by the Bankruptcy Reform Act (see Case Opening, above); additional edit checks are now being made. A chart identifying the fields and edit checks is included as Appendix 1.
- When a Chapter 7 case for an individual was uploaded, a value was required for “presumption” field (field 20) even when the nature of debt was “business”; now, a value is required only if nature of debt is “consumer”.

Creditor Processing

- Creditor Maintenance/Upload a Creditor Matrix File
 - Additional checks are now being made to prevent bad data from being uploaded. Each line must begin with a letter, digit, or one of these characters: # % & @
 - Although the file was accepted, an error message was displayed when the path plus name of the matrix file exceeded 40 characters. This no longer occurs.

Docketing

- If the case has been converted or dismissed, the appropriate labeled date is now displayed with the case number at the top of the docketing screen.
- Trustee's 341 Filings: a trustee was able to make entries for a case in which he was no longer active. Now, only active trustees can make entries.
- Notice of Electronic Filing
 - Previously, any recipient of an NEF was allowed one view of referenced documents without incurring PACER charges. Now, only participants in the case (parties and attorneys) are given a "free look" while others will be billed.

Query

- When multiple cases are listed, the date closed is displayed in addition to the date filed.

Reports

- For a public user, these reports now display a warning that they are not subject to the 30-page cap on PACER charges: (1) Cases, (2) Claims Activity, and (3) Docket Activity.
- Cases: the old chapter is now shown for a converted case.
- Claims Register
 - When a claim was amended but no document was attached, there was no “silver ball” to display the receipt for the amendment transaction on the Claims Register. This has been corrected.
 - The numbering of amended claims was different on a register produced by a court user than on one produced by a PACER user. This is corrected by a Codes table setting.
- Docket Report
 - The chapter of the related bankruptcy case is now shown for an adversary proceeding.
 - The entry for a claim transfer that was recorded via an ADI transaction did not have a “silver ball” to view the receipt. This has been corrected.

Utilities

- Maintain Your ECF Account

A public user is no longer able to change their login name.

- Court Information

This new utility provides some general information for users, especially filing attorneys and PACER users, such as the maximum size of PDF files and the court’s phone number; there is an option to “View as XML” (the XML data is in order by the tag name, which is a different order than the displayed HTML). A link for this utility also appears on the CM/ECF “Welcome” page. Appendix 2 provides a screen shot of the Court Information report, and a list of the data fields included in the report.

Miscellaneous

- **PACER**

- There is now an option to make the entry of client code mandatory; a required format may be defined. These items are specified by the user for their PSC account.

After a CM/ECF user has designated a default PACER account, logging in to CM/ECF causes the PACER login process to happen automatically; the user does not expect to be asked for a PACER login when running a billable report. However, if client code has been made mandatory for the default PACER account, the automatic login to PACER will not occur without a client code; if he has not typed a client code on the CM/ECF login screen, the PACER login screen will be displayed when the user runs a report.

- PACER users can now choose whether or not to display the PACER receipt. This item is specified by the user for their PSC account.
- The login screen presented to outside users has been changed to emphasize the differences between CM/ECF and PACER logins.
- PACER users are now authenticated at a central PSC location rather than in each court.
- The IP address of the PACER user is now included in the billing transaction file.
- User passwords containing a tilde were not being accepted. This has been corrected.

Appendix 1

Case Upload File Definition With Sample Records

Changes For Release 3.1 Are Noted In Red

Required	Field Name	Permitted values
Statistics Record		
✓	1 Record type	stat
	2 Company name	(vendor software)
	3 Version	
	4 Date filed	(ignored - uses the current date)
✓	5 Form of organization	(Type of debtor) 1 character from i, c, p, o where: i : individual c : corporation p : partnership o : other
	6 Nature of Business	x : railroad h : healthcare r : single asset real estate s : stockbroker b : commodity broker l : clearing bank n : Tax-Exempt Entity o : other One option x, h, r, s, b, l, or o is required when Nature of Debt field is equal to b. Allow selection of two values as long as one of the selections is Tax-Exempt Entity.
	7 Joint petition	(ignored) Internally, this is determined by the number of debtors listed.
✓	8 Chapter	7, 9, 11, 12, 13, 15 note: 7, 11 are the only valid chapters for an involuntary case
✓	9 Fee status	i, p, w (installment, pay in full, and in forma pauperis) Note: w is only valid for voluntary Chapter 7 cases
✓	10 Nature of debt	b, c (business, consumer) note: For Chapter 9 and Chapter 12 cases, the only valid choice is "b". For all other chapters, a "b" is valid, c only valid if debtor type equals i.
✓	11 (In)voluntary	i, v
	12 Reopened	(not used at this time - leave this blank)
✓	13 Asset notice	y, n, u (If Chapter 7, ignored and set to 'n'. If Chapter 11, 12, or 13, ignored and set to 'y'.)
✓	14 # of creditors	Valid values are: A = 1 - 49 creditors B = 50 - 99 creditors C = 100 - 199 creditors D = 200 - 999 creditors E = 1,000 - 5,000 creditors F = 5,001 - 10,000 creditors G = 10,001 - 25,000 creditors H = 25,001 - 50,000 creditors I = 50,001 - 100,000 creditors J = Over 100,000 creditors

Required	Field Name	Permitted values
✓	15 Estimated assets	A - E where: A = \$0 to \$10,000 B = \$10,000 to \$100,000 C = \$100,000 to \$1 million D = \$1 million to \$100 million E = More than \$100 million
✓	16 Estimated debts	A - E where: A = \$0 to \$50,000 B = \$50,000 to \$100,000 C = \$100,000 to \$1 million D = \$1 million to \$100 million E = More than \$100 million
✓	17 Small business	y, n (Chapter 11 only)
✓	18 Section 1121	y, n (Chapter 11 only)
	19 Missing Schedules	(reserved for future use) A, B, C, D, E, F, F, G, H, I, J, AJ, FA, SS, SS2 where: List the letter of the schedules which are missing. AJ = all schedules A - J FA = Statement of Financial Affairs SS = Summary of Schedules SS2 = Form 6 pg 2, Statistical Summary of Certain Liabilities
	20 Certification	(reserved for future use) y, w, u where: y = received approved counseling box is checked on petition w = request a waiver box is checked on petition u = no box is checked on petition
✓	21 Presumption	y ,n Note: from Statement of Current Monthly Income and Means Test Calculation
	22 Liquidated Debts	(reserved for future use) y, n Note: from Chapter 11 Debtor's box on front page of petition. If the noncontingent liquidated debts less than \$2 million box is checked, this field is y otherwise n
	23 Main / Nonmain	m or n, default is m (Only valid for Chapter 15 cases)
✓	24 Prior filing within last 8 years	y or n. If either debtor in a joint filing has prior case, record as yes (y).
	25 A - Real Property	Null or 0.00 to 99999999999.99
	26 B - Personal Property	Null or 0.00 to 99999999999.99
	27 D - Creditors Holding Secured Priority Claims	Null or 0.00 to 99999999999.99

Required	Field Name	Permitted values
	28 E - Creditors Holding Unsecured Priority Claims	Null or 0.00 to 99999999999.99
	29 F - Creditors Holding Unsecured Nonpriority Claims	Null or 0.00 to 99999999999.99
	30 I - Average Income	Null or 0.00 to 99999999999.99
	31 J - Average Expenses	Null or 0.00 to 99999999999.99
	32 22 - Current Monthly Income	Null or 0.00 to 99999999999.99
	33 Total nondischargeable debt	Null or 0.00 to 99999999999.99
	34 Prepackaged	Null, Y, P or B Y, 'If business debt, is a plan filed?' is checked P, Acceptances of the plan prior to the petition filing under section 1126(b) is checked B, if both above are checked Null, if none above are checked Note: this is only valid for chapter 11 cases
Debtor Record		
✓	1 Record type	debt
✓	2 Party role	Vendors should use "db" for the first record and "jdb" for the second record. Internally, the party role will be set to "db" for the first record, and the value of JointDebtorRole or "jdb" for the second record. See party role in the alias record.
**	3 First name	If this is required, warning will be given when value is blank; If field 5 (Form of organization) is not equal to i (individual), then a blank value will be accepted.
	4 Middle name	
**	5 Last name	
	6 Title	
	7 Generation	
**	8 SSN	If this is required, warning will be given when value is blank; If field 5 (Form of organization) is not equal to i (individual), then a blank value will be accepted.
**	9 Tax ID	If this is required, warning will be given when value is blank; If field 5 (Form of organization) is equal to i (individual), then a blank value will be accepted.
✓	10 Office code	a code from the "office" codes table
**	11 Address 1	
	12 Address 2	
	13 Address 3	
**	14 City	
**	15 State	

Required	Field Name	Permitted values
**	16 Zip	
✓	17 County	a code from the "county" codes table
	18 Country	
	19 Phone number	
	20 Pro Se	(ignored)
	21 Party text	
Alias Record (one per alias)		
✓	1 Record type	alias Note: Even thou alias is not spelled correctly, this is the string of characters that the program recognizes.
✓	2 Party role	Accepts any value that matches the party role field of one of the debtor records.
✓	3 Alias type	a code from the "akatype" codes table
	4 First name	
	5 Middle name	
**	6 Last name	
	7 Title	
	8 Generation	

** NOTE the court CM/ECF configuration determines if these fields are required.

NOTE Release 3.1 checks the number of fields in the Statistics Record. If the number of fields is not equal to 34, then the following error message is displayed:

"The number of fields in the Statistics Record does not match the number required for version 3.1 of CaseUpload used by this court."

Sample Data Records

Statistics Record

```
stat|none||4/10/2005|i|||7|p|c|v||n|F|E|A||||n||y|999999999999.99|169.48|3
426789125.25|125.22|125.25|125.25|125.25|125.25|543873.34|
```

Debtor Record (one record per debtor)

```
debt|db|James|William|Common|||999-92-9995|||602 S. Raspberry
Street|||Escondido|CA|92025|06073|||n||
```

Debtor Record (one record per debtor)

```
debt|jdb|Julia|Alltoo|Common|||999-55-9996|||602 S. Raspberry
Street|||Escondido|CA|92025|06073|||n||
```

Alias Record (one per alias)

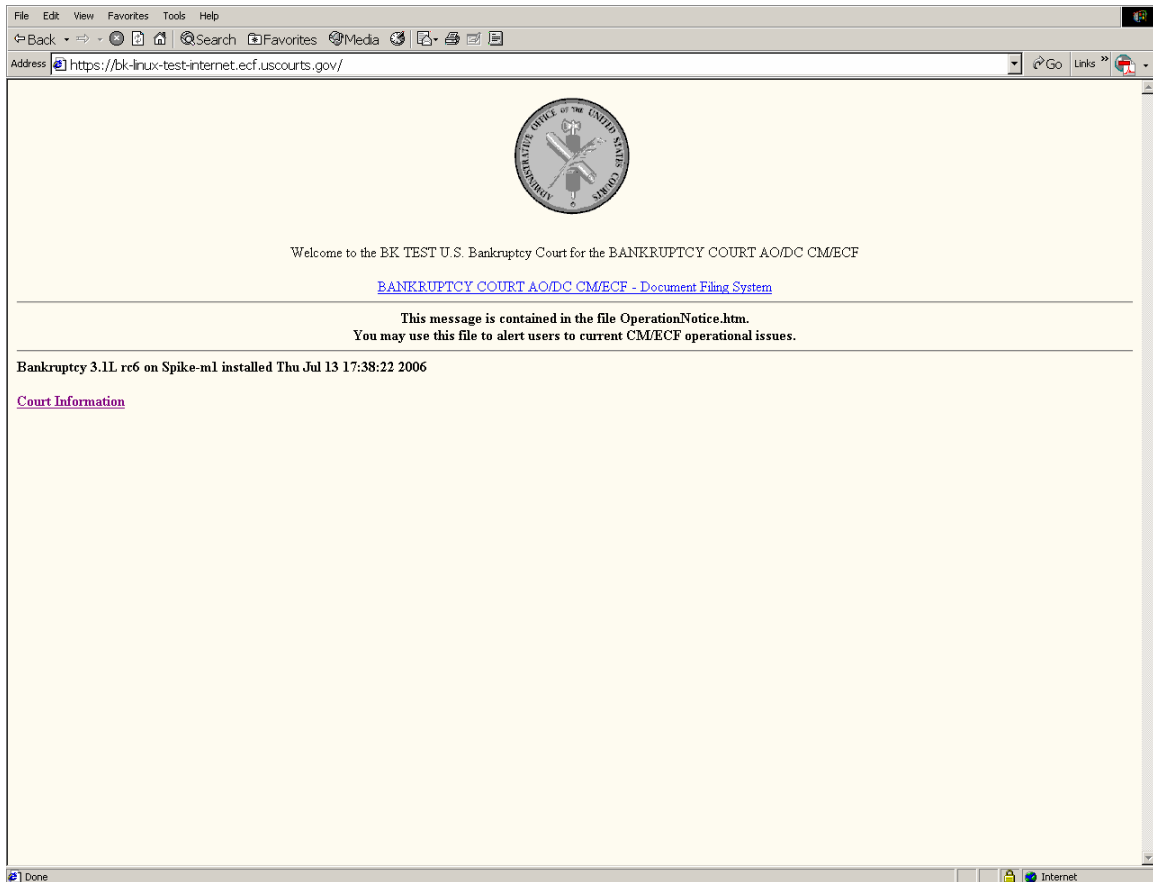
```
alias|jdb|aka|Julia|Anne|Alltoo|||
```

Alias Record (one per alias)

```
alias|jdb|fka|Julia|A.|Something|||
```

Appendix 2
Court Information Report

The Court Information report is available via a link on the CM/ECF “Welcome” screen.



The following information is displayed on the report (HTML and XML versions are available, as shown on the following pages):

Court Details

Court Name
Software Version
ECF Go Live Date
Maximum PDF File Size (MB)

Court Locations

NOTE the court may list more than one location.

Court Name
Court Address
Court Phone Number
Court Email Address
Court Hours

PACER Details

PACER Address
PACER Phone Number
PACER Email Address

Flag Definitions

Codes and Translations

Court Information Report (HTML Display)

Court Information

Court Details	
Court's Name	District of New Jersey (AO-DC)
Software Version	CM/ECF-BK V3.01
ECF Go Live Date	May 31, 2006
Maximum PDF File Size (MB)	5.0 MB

Court Locations	
Court's Name	District of New Jersey (AO-DC)
Court's Address	Martin Luther King, Jr. Fed Bldg, 50 Walnut Street, Newark, NJ 07102
Court's Phone Number	Court--973-645-0000, Help Desk--973-645-0001, VCIS--973-645-8888
Court's Email Address	ao@ao.uscourts.gov
Court's Hours	9:00 am - 5:00 pm Monday-Friday
Court's Name	New Jersey Bankruptcy Court Camden Office
Court's Address	401 Market Street, Camden, NJ 08101
Court's Phone Number	Court--856-757-0000
Court's Email Address	temp@ao.uscourts.gov
Court's Hours	9:00 am - 5:00 pm Monday-Friday

PACER Details	
PACER Address	PACER Service Center, PO Box 780549, San Antonio, TX 78278-0549
PACER Phone Number	(800)676-6856 or (210)301-6440 if residing in the San Antonio area
PACER Email Address	pacerc@psc.uscourts.gov

Court Information Report, continued (HTML Display)

NOTE the user can click on the **view as xml** link at the bottom of the report to display the xml version (see next page).

Flag Definitions	
Code	Translation
707(b)	Presumption of Abuse under 707
727OBJ	Objection to Discharge
APPEAL	APPEAL
BUSINESS	BUSINESS
Break	Break time.
CounDue	Certification for Credit Counseling Due
CounDueJT	Certification for Credit Counseling Due Jointly
DirApl	Direct Appeal to Circuit Court
FeeDue	FeeDue
FeeDueMP	fee due mp
FeePaid	FeePaid
HdShp	Undue Hardship
IFP	in forma pauperis
IneligClose	Do not redisplay case ineligible for auto close
IneligDisch	Do not redisplay case ineligible for auto discharge
NoAutoDisch	Do not allow Auto Discharge for this case
PRVDISH	Previous Discharge
PRVDISM	Previously Dismissed
PayTR	Pay Trustee
REAF	Reaffirmation Agreement Filed
ReafHd	Reaffirmation Hardship
ReafProse	Debtor is Prose in Reaffirmation Agreement
Repeat	Repeat Filing
SmBus	Small Business

[view as xml](#)

Court Information Report (XML Version) Sample

```
<opt>
  <CourtName>District of New Jersey (AO-DC)</CourtName>
  <FlagDefs>
    <co_code>707(b)</co_code>
    <co_translation>Presumption of Abuse</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>727OBJ</co_code>
    <co_translation>Objection to the Discharge of the Debtor</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>ADVERSARY</co_code>
    <co_translation>Adversary Filed</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>APPEAL</co_code>
    <co_translation>APPEAL</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>AnsFiled</co_code>
    <co_translation>Answer Filed</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>CLAIMS</co_code>
    <co_translation>Claims have been docketed to this case</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>CLOSED</co_code>
    <co_translation>Case Closed</co_translation>
  </FlagDefs>
  <FlagDefs>
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  </FlagDefs>
  <FlagDefs>
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  </FlagDefs>
  <FlagDefs>
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    <co_translation>Case Converted</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>CRTEST</co_code>
    <co_translation>Testing MP Flags</co_translation>
  </FlagDefs>
  <FlagDefs>
    <co_code>CreditCounseling</co_code>
    <co_translation>The credit counseling requirement has been met.</co_translation>
  </FlagDefs>
</opt>
```