

LBR 2014-2

NON-PROFESSIONAL EMPLOYEES OF THE TRUSTEE

(a) Unless authorized to carry on the business, a trustee shall not employ any non-professional person at the expense of the estate except on order of the court expressly authorizing such employment and fixing the amount of compensation or the rate or measure thereof. The application for such an order shall be made by the trustee who shall set forth the name of the person sought to be employed, the reason for the selection, the necessity for the employment, and whether the United States Trustee has consented to the request. The trustee shall not employ persons at the expense of the estate merely for the purpose of guarding the property when there are other adequate methods of protecting it at less expense.

(b) Before payment, each such person employed by the trustee shall submit a statement setting forth the dates of employment, and also the hours between which he or she was actually present and performing the duties for which he or she was employed. Such statement shall accompany any application for allowance of compensation submitted by the trustee. The sharing of the compensation paid to non-professional employees of the trustee with any person is prohibited.