

**UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF CONNECTICUT**

IN RE:

ELECTRONIC CASE FILING AND CASE MANAGEMENT PROCEDURES

STANDING ORDER No. 7

Federal Rule of Civil Procedure (FRCP) 83 and Federal Rules of Bankruptcy Procedure (FRBP) 5005(a)(2), 9011 and 9029, authorize this Court to establish practices and procedures for the filing, signing, maintaining, and verification of pleadings and papers by electronic means; and The Administrative Procedures for Electronic Case Filing (appended hereto and hereafter referred to as Administrative Procedures) have been reviewed by the Court; and are consistent with all applicable rules, statutes, and judicial conference policy; and

IT IS HEREBY ORDERED THAT:

1. Electronic Filing Is Authorized:

The court will accept the electronic filing of documents effective August 1, 2005 by way of the court's Electronic Case Filing System (ECF System). Electronic filing will become mandatory for all attorneys on that date, consistent with the Administrative Procedures. The Court may, from time to time, and only in exceptional circumstances, relieve attorneys from the electronic filing requirement.

2. Official Record:

Except as otherwise ordered, the official record of the court for all documents filed on or after August 1, 2005, is the electronic record maintained by the clerk. All documents submitted in a hard copy format by any person on or after August 1, 2005, including those from *pro se* persons, will be imaged (or otherwise converted) into an electronic form. Once imaged, all such documents will be destroyed in accordance with the procedure authorized by the court and the clerk will not maintain hard copies of any documents filed in connection with any case or proceeding with the exception of hard copy filings submitted by *pro se* filers, documents ordered sealed by the court, or documents required by statute or rule to be maintained in hard copy. Documents filed before August 1, 2005 that have been imaged or otherwise converted to an electronic format will be retained by the clerk's office in accord with current archiving requirements, unless otherwise ordered by the court, but the official record will be the electronic file.

3. Administrative Procedures:

The Administrative Procedures attached hereto constitute the requirements for electronic filing of documents in and by this court. The procedures may from time to time be amended with the oversight of the court, and will be available from the Clerk. If provisions of the *Administrative Procedures for Electronic Case Filing* are inconsistent with Local Bankruptcy Rules for the:

District of Connecticut the *Administrative Procedures* will control for electronically filed documents.


4. Signature:

The electronic filing of any document by an attorney/participant shall constitute the signature of that attorney/participant under the Bankruptcy Rules, Local Rules, and Rules of Civil Procedure. Attorneys/participants filing documents in electronic format that require the signature of any non attorney/participant shall retain in their office the documents containing the original signature of that person for five years following the conclusion of the case, in accordance with the Administrative Procedures.


5. Notice and Service:

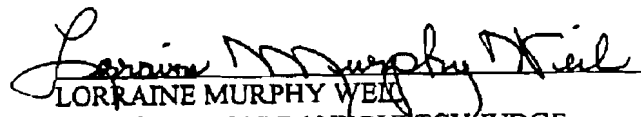
Participation in the Electronic Case Filing System by receipt of a password and login from the Court shall constitute a request for and acceptance of service and notice electronically pursuant to FRBP 9036.

Entered this _____ day of _____, 2005.


ALBERT S. DABROWSKI
CHIEF UNITED STATES BANKRUPTCY JUDGE
10/11/2005
Nunc pro tunc to 8/1/2005


ROBERT L. KRECHEVSKY
UNITED STATES BANKRUPTCY JUDGE
10/20/05


ALAN H. W. SHIFF
UNITED STATES BANKRUPTCY JUDGE
10/14/05
Nunc pro tunc to 8/1/05


LORRAINE MURPHY WEIL
UNITED STATES BANKRUPTCY JUDGE
10/12/2005
Nunc pro tunc to 8/1/2005