

CM/ECF
4.1-4.2
Upgrade

Chapter 13
Trustees

Agenda

- Password Security
- 341 Filings
- Claims Register/Filing Claims
- New Federal Rules/Local Rules
- New and Modified Events
- Query by Name

Password Security

- All passwords will be rejected at first 4.1 – 4.2 login, even if they meet the new requirements.
- Each password must be encrypted with new stronger encryption algorithm.
- If users change to stronger passwords before 4.1 – 4.2 implementation, they can still be re-used. Just re-enter the same data.

Password Security, Cont'd

- New password security requirements:
 - Minimum of 8 characters
 - Upper and lower case alpha characters
 - At least one digit or special character
- Will get this message until password is updated.

Notice



The requirements for CM/ECF passwords have changed. To set a password that meets the new standards, please click [here](#).

Password Security, Cont'd

- Account will be locked out for 5 minutes after 5 invalid login attempts.
- Lockout times will be increased for **each** subsequent attempt.
- Password security message below will display

 LIVE DATABASE

Your account is temporarily disabled because an incorrect password was given 5 times. If you do not know who entered the incorrect passwords, or if you need to have your password changed, please contact the System Administrator. Otherwise, please try again in approximately 5 minutes.

Back

Password Security, Cont'd

- Create a new stronger password.
- OR**
- Re-enter old password if it meets the new requirements.

Change Your Password

Login dliska

Passwords must have at least 8 characters, both uppercase and lowercase letters, and at least one digit or special character (e.g., @,%,&).

New password

Re-enter new password

Submit

Clear

341 Filings

Login in to ECF System

CM/ECF

Bankruptcy ▾

Adversary ▾

Query

Reports ▾

Utilities ▾

Search

Logout



**U.S. Bankruptcy Court
Eastern District of Michigan
Official Court Electronic Document Filing System**

This message is contained in the file OperationNotice.htm.
You may use this file to alert users to current CM/ECF operational issues.

This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to Federal Rule

Select: Trustee's 341 Filings

The screenshot shows the ECF website interface. At the top, there is a blue navigation bar with the ECF logo and several menu items: Bankruptcy, Adversary, Query, Reports, Utilities, and Search. Below the navigation bar, the main content area is titled 'Bankruptcy Events' and contains a list of links. A yellow callout box with a black border and a pointer to the 'Trustee's 341 Filings' link contains the text 'Click on Trustee's 341 Filings'.

ECF Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search

Bankruptcy Events

- [Answer/Response...](#)
- [Appeal](#)
- [Batch Filings](#)
- [Claim Actions](#)
- [Motions/Applications](#)
- [Multi-Case Docketing](#)
- [Notices](#)
- [Open BK Case](#)
- [Other](#)
- [Plan](#)

[Trustee/US Trustee](#)
[Trustee's 341 Filings](#)

[File Claims](#)
[Creditor Maintenance...](#)

Click on Trustee's 341 Filings

Trustee's 341 Filing Program, Cont'd

Option to "Continue multiple 341 meetings" in a single operation

Option to sort by time as well as case number

CM/ECF Bankruptcy ▾ Adversary ▾ Query

Trustee's 341 Filings

Date: 8/24/2011 Continue multiple 341 meetings

Sort by: Case Number ▾
Case Number
Time

Next Clear

Check the box to use this option

Trustee's 341 Filing Program, Cont'd

U.S. Bankruptcy Court
Eastern District of Michigan
Trustee Krispen S.
8/12/2011

Continue:
Date: 8/12/2011 Time: 9:00 AM

Chapter 13 Cases

<input checked="" type="checkbox"/>	Case	Time	Location
<input checked="" type="checkbox"/>	11-57034-swr Linda Joyce Jennings	08:00 AM	Room 315, 211 W. Fort St. Bldg., Detroit 341
<input checked="" type="checkbox"/>	11-57065-swr Clifford Brown	08:00 AM	Room 315, 211 W. Fort St. Bldg., Detroit 341
<input checked="" type="checkbox"/>	11-57082-swr Fay Harajli	08:00 AM	Room 315, 211 W. Fort St. Bldg., Detroit 341
<input checked="" type="checkbox"/>	11-57124-swr Yvette Williams	08:00 AM	Room 315, 211 W. Fort St. Bldg., Detroit 341
<input checked="" type="checkbox"/>	11-57130-pjs Romaine A. Williams	08:00 AM	Room 315, 211 W. Fort St. Bldg., Detroit 341
<input type="checkbox"/>	11-57134-pjs Neil Lee-Garrick		

Select all or individual case

Note: You may also bypass the "Continued multiple 341 meetings" selection and go directly to the next screen to process 341 meetings on each case individually.

Trustee's 341 Filing Program, Cont'd

Option to "Continue multiple 341 meetings" in a single operation

Option to sort by time as well as case number

MECF Bankruptcy Adversary Query

Trustee's 341 Filings

Date: 8/24/2011 Continue multiple 341 meetings

Sort by: Case Number
Case Number
Time

Next Clear

To bypass multiple 341 meetings, do not check this option

Trustee's 341 Filing Program, Cont'd

Chapter 13 Trustees have 4 options:



- **No Action**
- **Meeting Not Held** (for example: used for dismissals; Debtor(s) did not appear, etc.)
- **Meeting Held**
- **Continue To** (default button; input the date and time if adjourning – otherwise select another option)

Trustee's 341 Filing Program, Cont'd

MECF Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logou

Chapter 13 Cases

Case Number	No Action	Meeting Not Held	Meeting Held	Continue To
11-57034-swr Linda Joyce Jennings	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Date	Time		
	<input type="text"/>	<input type="text"/>		
11-57065-swr Clifford Brown	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	
	Date	Time		
	<input type="text"/>	<input type="text"/>		
11-57082-swr Fay Harajli	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Date	Time		
	12/5/2011	<input type="text"/>		
11-57124-swr Yvette Williams	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Submit **Clear**

After selecting your choices, submit

Trustee's 341 Filing Program, Cont'd

Notice of Electronic Filing

The screenshot displays the ECF (Electronic Case Filing) system interface. At the top, there is a blue navigation bar with the ECF logo and several menu items: Bankruptcy, Adversary, Query, Reports, and Utilities. Below the navigation bar, the text "U.S. Bankr" and "Eastern Distri" is visible, likely representing the court name. The main content area is white and contains the following text:

Notice of Electronic Filing

The following transaction was received from Carroll, Krispen entered on 11/13/2011 at 11:58 AM EST and filed on 11/13/2011

Case Name: Linda Joyce Jennings
Case Number: [11-57034-swr](#)
Document Number:

Docket Text:
Meeting of Creditors Not Held on **8/12/2011**. (Carroll, Krispen)

Case Name: Clifford Brown
Case Number: [11-57065-swr](#)
Document Number:

Docket Text:
Meeting of Creditors Held on **8/12/2011**. (Carroll, Krispen)

Case Name: Fay Harajli
Case Number: [11-57082-swr](#)
Document Number:

Docket Text:
Continuance of Meeting of Creditors on 12/5/2011 at 09:00 AM. (Carroll, Krispen)



DEMONSTRATION
341 Radio Buttons

Filing Claims

Proof Of Claim Information For

18323194 - Alliance One
4850 Street Rd. Ste. 300
Feasterville Trevose PA 19053

Case Number: 10-40024-mbm	Amends Claim #: <input type="text"/> <input type="button" value="Find"/>	Filed By: Creditor <input type="button" value="v"/>
Last Date To File:	Date Filed: <input type="text" value="11/21/2011"/>	
Last Date To File(Govt):		
Claimed		
Amount Claimed <input type="text"/> <i>Enter the Total Amount of Claim as of Date Case Filed (incl. secured, priority, general unsecured & unknown)</i>	Secured <input type="text"/> <i>If all or part of your claim is secured, enter the secured amount (Box 4 on claim)</i>	Priority <input type="text"/> <i>If all or part of your claim is entitled to priority, enter the priority amount (Box 5 on claim)</i>
Description:	<input type="text"/>	
Remarks:	<input type="text"/>	
Amend options: <input type="radio"/> Clear Amounts, Description, and Remarks <input type="radio"/> Clear Description/Remarks <input type="radio"/> Clear all Amounts		
<input type="button" value="Next"/>	<input type="button" value="Clear"/>	

Proof of Claim screen will match the B10 claim form revised December 1, 2011.

Filing Claims, Cont'd

Only three amounts are collected.

**Total Amount of Claim
-- includes Secured,
Priority, Unsecured,
and Unknown
(Box 1 on claim form)**

**Priority Amount
(Box 5 on claim form)**

Amount Claimed	Secured	Priority
<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Enter the Total Amount of Claim as of Date Case Filed (incl. secured, priority, general unsecured & unknown)</i>	<i>If all or part of your claim is secured, enter the secured amount (Box 4 on claim)</i>	<i>If all or part of your claim is entitled to priority, enter the priority amount (Box 5 on claim)</i>

**Secured Amount
(Box 4 on claim form)**

Filing Claims, Cont'd

- Existing claims will be converted.
- Unsecured/Unknown will appear if those amounts already exist.

Proof Of Claim Information For
20257557 - Chase Bank USA, N.A.
PO Box 15145
Wilmington, DE 19850-5145

Case Number: 11-55501-tjt	Amends Claim #: 12 <input type="button" value="Find"/>	Filed By: Creditor <input type="button" value="v"/>		
Last Date To File: 10/11/2011	Date Filed: 11/21/2011	Unsecured		
Last Date To File(Govt):				
Claimed				
Amount Claimed 5438.23 <i>Enter the Total Amount of Claim as of Date Case Filed (incl. secured, priority, general unsecured & unknown)</i>	Secured 0.00 <i>If all or part of your claim is secured, enter the secured amount (Box 4 on claim)</i>	Priority 0.00 <i>If all or part of your claim is entitled to priority, enter the priority amount (Box 5 on claim)</i>	Unsecured 5438.23	Unknown 0.00
Description:				
Remarks:				
Amend options: <input type="radio"/> Clear Amounts, Description, and Remarks <input type="radio"/> Clear Description/Remarks <input type="radio"/> Clear all Amounts				
<input type="button" value="Next"/> <input type="button" value="Clear"/>				

Unknown

Filing Claims, Cont'd

- Total Amount Claimed may not always equal Secured + Priority.
- Unsecured/Unknown amounts are not displayed.
- Unsecured/Unknown amounts may be included in Total Amount Claimed.

Claims Register Summary

Case Name: Kristen Anne Geoff and Marisa Renie

Case Number: 07-CB-01224

Chapter: 7

Date Filed: 08/23/2007

Total Number Of Claims: 2

Total Amount Claimed*	\$2443.00
Total Amount Allowed*	\$1055.00

* Includes general unsecured claims

	Claimed	Allowed
Secured	\$977.00	\$383.00
Priority	\$966.00	\$242.00
Administrative		

REVISED CLAIM REGISTER

ECF		Bankruptcy ▾	Adversary ▾	Query	Reports ▾	Utilities ▾	Search	Logout
Creditor: (20034259) Portfolio Investments I LLC c/o Recovery Management Systems Corporat 25 SE 2nd Avenue Suite 1120 Miami FL 33131-1605	Claim No: 12 Original Filed Date: 05/01/2011 Original Entered Date: 05/01/2011	Status: Filed by: CR Entered by: Ramesh Singh Modified:						
Amount claimed: \$9160.53 Unsecured claimed: \$9160.53								
History: Details 12-1 05/01/2011 Claim								
Description: Remarks: (12-1) HSBC Consumer Lending USA Inc.								
Creditor: (20051480) GE Money Bank Attn: Bankruptcy Department PO Box 960061 Orlando FL 32896-0661	Original Filed Date: 05/06/2011 Original Entered Date: 05/06/2011	Status: Filed by: CR Entered by: Ramesh Singh Modified:						
Amount claimed: \$1659.96 Unsecured claimed: \$1659.96								
History: Details 13-1 05/06/2011 Claim #13 filed by GE								
Description: Remarks: (13-1) SUMMIT RACING/GEMB								
Creditor: (19626057) Thumb Cellular PO Box 650 Pigeon MI, 48755		David W. Allard Modified:						
Amount claimed: \$3400.00 Secured claimed: \$1000.00 Priority claimed: \$400.00								
History: Details 14-1 11/08/2011 Claim #14 filed by Thumb Cellular, Amount claimed: \$3400.00 (Allard, David)								
Description: Remarks:								

Existing claim amounts will still reflect Unsecured/Unknown amount(s)

New claim amount will reflect total Amount claimed, Secured and Priority

Amendments to the Federal Rules of
Bankruptcy Procedure
Effective December 1, 2011

Notice of Mortgage Payment Change

Per Rule 3002.1 (b), the holder of the claim **(creditor)** shall file and serve on the debtor, debtor's counsel, and the trustee a notice of any change in the payment amount, including any change that results from an interest rate or escrow account adjustment, no later than 21 days before a payment in the new amount is due.

(New Official Form B10 Supplement 1)

Notice of Post-petition Mortgage Fees, Expenses and charges

Per Rule 3002.1(c), the holder of the claim **(creditor)** shall file and serve on the debtor, debtor's counsel, and the trustee a notice itemizing all fees, expenses, or charges:

- that were incurred in connection with the claim after the bankruptcy case was filed, and
- that the holder asserts are recoverable against the debtor or against the debtor's principal residence. The notice shall be served within 180 days after the date on which the fees, expenses, or charges are incurred.

(New Official Form B10 Supplement 2)

Response to Notice of Final Cure Payment Rule 3002.1

Per Rule 3002.1(g), within 21 days after service of the notice (of Final Cure file by the Chapter 13 trustee) under subdivision (f) of this rule, the holder (**creditor**) shall file and serve on the debtor, debtor's counsel, and the trustee a statement indicating:

(1) whether it agrees that the debtor has paid in full the amount required to cure the default on the claim, and

(2) whether the debtor is otherwise current on all payments consistent with § 1322(b)(5) of the Code. The statement shall itemize the required cure or post petition amounts, if any, that the holder contends remain unpaid as of the date of the statement.

Amended Local Rules

Effective December 1, 2011

- **Rule 2015-5:** Trustee's Procedures Upon Chapter 13 Plan Completion
 - *Specifies the procedure leading to the entry of the Debtor's discharge*

- **Rule 3001-2** : Adjustment in a Periodic Payment on a Secured Claim in Chapter 13
- *Details regarding the Creditor's notice and when it will be filed, deadline for filing an objection, and the effective date of a proposed change.*

DEMONSTRATION

Notice of Completion of Plan

**Notice of Completion of Plan and
Notice of Final Cure Mortgage**

Chapter 13 Trustee's Final Report and Account

- Modified event that sets a **31 day** deadline for objections to the Final Report. If there are no objections, Case Administrators will close the case after 31 days.
- Effective December 1, 2011.

BK > Trustee/US Trustee

Trustee action

[11-55564-pjs Daniel A. Taylor](#)

Type: bk

Chapter: 13 v

Office: 2 (Detroit)

Assets: y

Judge: pjs

Case Flag: DebtEd

Start typing to find another event. Hold down Ctrl to add additional items.

Available Events (click to select events)

- Chapter 12 Trustee's Final Report and Account
- Chapter 13 Plan Recommendation
- Chapter 13 Trustee's Final Report and Account**
- Chapter 7 Trustee's Final Report and Account - Converted
- Chapter 7 Trustee's Report of No Distribution - Ad Hoc Minimal Funds
- Chapter 7 Trustee's Report of No Distribution - Ad Hoc No Funds
- Claim Recommendation
- Convert Case 11 to 7
- Convert Case 12 to 11
- Convert Case 12 to 13
- Convert Case 12 to 7
- Convert Case 13 to 7
- Convert Case from Chapter 9 to Chapter 7
- Convert Case to 12
- Convert Case to 13
- Declining Dismissal of Case Under Section 521(i)(4)
- Determine Value of Property
- Dismiss Case
- Dismiss Case (U.S. Trustee's Motion 707(b))

Selected Events (click to remove events)

- Chapter 13 Trustee's Final Report and Account

Trustee action:

[11-55564-pjs Daniel A. Taylor](#)

Type: bk

Chapter: 13 v

Office: 2 (Detroit)

Assets: y

Judge: pjs

Case Flag: DebtEd

Objection to Chapter 13 Trustee Final Report and Account: 12/23/2011

Next

Clear

BK > Batch Filings

File a Court document

[11-55564-pjs Daniel A. Taylor](#)

Type: bk	Chapter: 13 v	Office: 2 (Detroit)
Assets: y	Judge: pjs	Case Flag: DebtEd

[11-55565-swr Theresa Bechtol](#)

Type: bk	Chapter: 13 v	Office: 2 (Detroit)
Assets: y	Judge: swr	Case Flag: DebtEd

Start typing to find another event. Hold down Ctrl to add additional items.

Available Events (click to select events)

- Affidavit of Default w/Certificate of Service(batch)
- Affidavit of Default(batch)
- Annual Trustee's Report (batch)
- Certificate of No Response (batch)
- Certificate of Service(batch)
- Chapter 13 Trustee's Final Report and Account (BATCH)**
- Corrected 341 Meeting by Trustee with Certificate of Service (batch)
- Mot. Dismiss Case Response and Oral Notice w/Cert. of Serv.(14 day) (batch)
- Mot. Dismiss Case Response and Oral Notice w/Cert. of Serv.(7day) (batch)
- Mot. Dismiss Case/Response Notice w/Cert. of Serv.(14day) (batch)
- Mot. to Compel Debtor(s) to Comply w/Notice and Cert. of Serv. (batch)
- Motion for Order to Show Cause
- Motion to Dismiss Case with 21 day Notice and Cert. of Service(batch)
- Notice of Discrepancy (batch)
- Notice of Firm Name Change
- Notice of Presentation of Order with Certificate of Service(batch)
- Notice that Plan is not Adequately Funded with Certificate of Service(batch)
- Ntc of Completion of Plan/Ntc of Final Cure Mortgage w/Cert. of Service

Selected Events (click to remove events)

Chapter 13 Trustee's Final Report and Account (BATCH)

File a Court document:**11-55564-pjs Daniel A. Taylor**

Type: bk

Chapter: 13 v

Office: 2 (Detroit)

Assets: y

Judge: pjs

Case Flag: DebtEd

11-55565-swr Theresa Bechtol

Type: bk

Chapter: 13 v

Office: 2 (Detroit)

Assets: y

Judge: swr

Case Flag: DebtEd

Objection to Chapter 13 Trustee Final Report and Account: 12/23/2011

Query by Name

Query by Name

When searching by name, additional information is now displayed on the results page to provide more detail for selection. A row of information is displayed on the screen for each case in which that person is involved, as shown below:

 Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout						
Select a Case						
There were 246 matching persons.						
There were 274 matching cases.						
Name	Case No.	Case Title	Chapter / Lead BK case	Date Filed	Party Role	Date Closed
Hoover, Albert (pty) (1 case)	03-51650-swr	Albert Hoover and Yuriko Hoover	7	04/23/03	Debtor	08/11/03
Hoover, Amy Marie (pty) (1 case)	11-21223-dob	Clyde Allen Hoover and Amy Marie Hoover	7	03/31/11	Joint Debtor	N / A
Hoover, Andrea M. (pty) (2 cases)	00-49383-swr	Mark J. Hoover and Andrea M. Hoover	13	06/21/00	Debtor	04/30/01
	01-51511-mbm	Mark J. Hoover and Andrea M. Hoover	7	06/12/01	Debtor	02/06/06
Hoover, Andrea Marie (pty) (1 case)	00-40417-swr	Mark James Hoover and Andrea Marie Hoover	13	01/12/00	Debtor	06/20/00

QUESTIONS?



The words "THANK YOU" are rendered in a bold, 3D, gold-colored font. The letters are thick and have a slight shadow, giving them a three-dimensional appearance. They are set against a solid black rectangular background that is slightly tilted.

**... for attending
today's session ...**

**CM/ECF 4.1 – 4.2 Upgrade
Chapter 13 Trustees**