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 **Chambers Relocations**

Effective immediately, Judge Jackson has moved to the 6th Floor Courtroom and Chambers. Please check with his Chambers before including a hearing location on an order. The phone number for Judge Jackson's chambers has changed to (405) 609-5610. Janice Dickerson from the Clerk's Office will be assisting Judge Jackson in his chambers until he retires.

Judge Janice Loyd will officially assume duties with the Court on January 2, 2015. Her Courtroom and Chambers will be located on the 2nd Floor. The phone number for Judge Loyd's chambers is (405) 609-5678. Judge Loyd's staff is:

James Bellingham, Law Clerk
Judy Morgan, Judicial Assistant
Debbie Rohde, Courtroom Deputy

 **Revisions to the Local Rules**

Revisions to the Local Rules are scheduled to become effective on February 1, 2015. You may review a redline copy of the revised Local Rules on the Court's website, www.okwb.uscourts.gov. The comment period has closed.

New CM/ECF Means Test events

Amendment to the following Official Bankruptcy Forms became effective on **December 1, 2014**. Revision of the forms necessitated development of new events in CM/ECF. Use of the following events will become mandatory on January 1, 2015. The Means Test events (by chapter) currently in use will be retired in early January. Many attorneys have updated their bankruptcy software to incorporate the use of these events and forms. Please use caution to choose the correct events when filing new cases and amended documents.

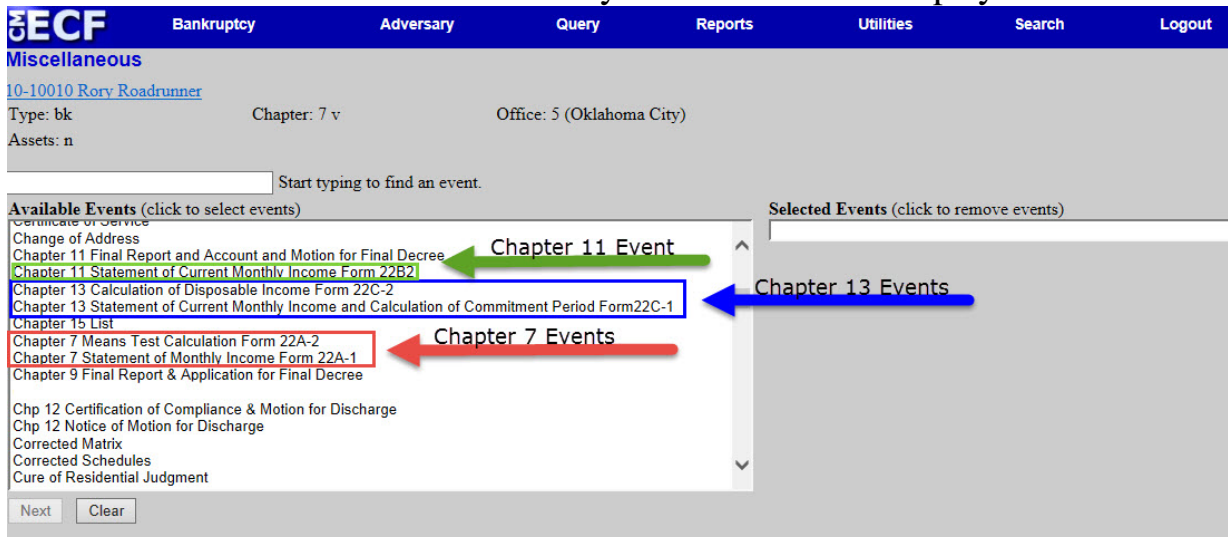
The new forms are:

- B 22A-1 Chapter 7 Statement of Your Current Monthly Income
- B 22A-2 Chapter 7 Means Test Calculation
- B 22B Chapter 11 Statement of Your Current Monthly Income
- B 22C-1 Chapter 13 Statement of Your Current Monthly Income and Calculation of Commitment Period
- B 22C-2 Chapter 13 Calculation of Your Disposable Income
- B 22A-1 Supplemental Statement of Exemption from Presumption of Abuse under §707(b)(2)

The revised forms may be reviewed at

<http://www.uscourts.gov/FormsAndFees/Forms/BankruptcyForms/BankruptcyFormsPendingChanges.aspx>.

The new events are pictured below. The name of the event corresponds to the form that must be filed as a PDF. They are found at Bankruptcy > Other.



The screenshot shows the ECF system interface. The navigation bar includes 'Bankruptcy', 'Adversary', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. Below the navigation bar, there is a search box and a list of available events. The list is divided into 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes:

- Change of Address
- Chapter 11 Final Report and Account and Motion for Final Decree
- Chapter 11 Statement of Current Monthly Income Form 22B2
- Chapter 13 Calculation of Disposable Income Form 22C-2
- Chapter 13 Statement of Current Monthly Income and Calculation of Commitment Period Form 22C-1
- Chapter 15 List
- Chapter 7 Means Test Calculation Form 22A-2
- Chapter 7 Statement of Monthly Income Form 22A-1
- Chapter 9 Final Report & Application for Final Decree
- Chp 12 Certification of Compliance & Motion for Discharge
- Chp 12 Notice of Motion for Discharge
- Corrected Matrix
- Corrected Schedules
- Cure of Residential Judgment

Three events are highlighted with colored boxes and arrows:

- Chapter 11 Statement of Current Monthly Income Form 22B2 (green arrow)
- Chapter 13 Calculation of Disposable Income Form 22C-2 and Chapter 13 Statement of Current Monthly Income and Calculation of Commitment Period Form 22C-1 (blue arrow)
- Chapter 7 Means Test Calculation Form 22A-2 and Chapter 7 Statement of Monthly Income Form 22A-1 (red arrow)

Please note that Chapter 7 and Chapter 13 require that two forms be filed.

Statement of Exemption of Presumption of Abuse Under 707(b)(2):

The screenshot shows the ECF system interface. At the top, there is a navigation bar with the following tabs: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Miscellaneous". The main content area displays the case information: "0-10010 Rory Roadrunner", "Type: bk", "Chapter: 7 v", and "Office: 5 (Oklahoma City)". Below this, there is a search bar with the text "Start typing to find another event. Hold down Ctrl to add additional items." A dropdown menu is open, showing a list of "Available Events" and a "Selected Events" section. The "Available Events" list includes: Statement of Corporate Ownership, Statement of Exemption of Presumption of Abuse Under 707(b)(2) (highlighted with a blue bar), Statement of Financial Affairs, Statement of Good Faith, Statement of Intent, Statement of Operations, Statement of Tax ID, Statistical Summary of Schedules, Status Report, Stipulation, Subpoena, Suggestion of Bankruptcy, Summary of Schedules, and Supplement to Schedule I/J. A red arrow points to the highlighted event. The "Selected Events" section contains: Statement of Exemption of Presumption of Abuse Under 707(b)(2). At the bottom of the dropdown menu, there are "Next" and "Clear" buttons.

Filing the form may require entry of specific information as illustrated for Chapter 7:

The screenshot shows the ECF system interface. At the top, there is a navigation bar with the following tabs: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Miscellaneous:". The main content area displays the case information: "10-10010 Rory Roadrunner", "Type: bk", "Chapter: 7 v", and "Office: 5 (Oklahoma City)". Below this, there is a dropdown menu for "Presumption of Abuse" with "no" selected. Below the dropdown menu, there is a text input field for "Enter Current Monthly Income of Individual Debtor(s) from Line 11 of Form 22A-1:". At the bottom of the form, there are "Next" and "Clear" buttons.

Chapter 13:

The screenshot shows the ECF system interface. At the top, there is a navigation bar with the following tabs: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Miscellaneous:". The main content area displays the case information: "10-10010 Rory Roadrunner", "Type: bk", "Chapter: 7 v", and "Office: 5 (Oklahoma City)". Below this, there is a text input field for "Enter Current Income of Individual Debtor(s) from Line 14 of Form 22C-1:". At the bottom of the form, there are "Next" and "Clear" buttons.

Failure to use the correct event may result in the docketing of a corrective entry.

To use two events to file a PDF having both forms, hold the CTRL key and select both events.

Personally Identifiable Information

The new fee for filing a Motion (or Application) to redact a record effective December 1, 2014 has changed procedures for processing documents containing personally identifiable information.

Clerk's office staff continues to see financial account numbers on filings—particularly on schedules and proofs of claims. Please be aware of the provisions of Rule 9037 from the Federal Rules of Bankruptcy Procedure when filing documents that contain personally identifiable information. Subsection (a) states:

(a) REDACTED FILINGS. Unless the court orders otherwise, in an electronic or paper filing made with the court that contains an individual's social-security number, taxpayer-identification number, or birth date, the name of an individual, other than the debtor, known to be and identified as a minor, or a financial-account number, a party or nonparty making the filing may include only:

- (1) the last four digits of the social-security number and taxpayer-identification number;
- (2) the year of the individual's birth;
- (3) the minor's initials; and
- (4) the last four digits of the financial-account number.

Subsection (g) states:

(g) WAIVER OF PROTECTION OF IDENTIFIERS. An entity waives the protection of subdivision (a) as to the entity's own information by filing it without redaction and not under seal.

Please review your filings to ensure that you do not include personally identifiable information in your filings. If filed, subsection (g) indicates that a filer has waived protection as to the filer's own information.

If you represent a creditor (such as a hospital) that could inadvertently attach personally identifiable information to a proof of claim, please make the client aware of this procedure change and new filing fee.

Instructions for redacting a filed document appeared in the November 2009 ECFiler and are excerpted below:

If personally identifiable information appears in a document available on the public docket, the filer must prepare and file an Application to Restrict Personal Information using the Restrict Personal Information event found under Bankruptcy > Motions/Applications. This is an ex parte application. When

attaching the application, the filer must also file a redacted version of the entire document containing personal information as an Attachment to the Document. An order restricting the personal information must be uploaded for the approval of the assigned judge.

Following approval of the order by the judge, the Court Clerk's staff will docket the order. The redacted version of the document, filed as an attachment to the application, will be attached to the original event and access to the unredacted document will be restricted.

Filing a Petition with a Power of Attorney

When filing a petition wherein an individual is authorized by a power of attorney to file and sign for a debtor, please:

- Include the Power of Attorney as an attachment to the Debtor's Statement of Social Security Number, Form B 21;
- Ensure that any signature for the debtor is made pursuant to the power of attorney (e.g. John Doe by Jane Doe, as attorney in fact or pursuant to power of attorney).

Holiday Court Closings

The Bankruptcy Court will be closed on the following days:

Thursday, December 25

Friday, December 26

Thursday, January 1

Monday, January 19

Monday, February 16

CM/ECF will be available for electronic filing. McVCIS, Voice Case Information System (866 222-8029), will be available for obtaining case information.