



IN THE UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF PUERTO RICO
José V. Toledo Post Office & Courthouse Federal Building
300 Recinto Sur St, Suite 109
San Juan, Puerto Rico 00901

Notice to Bar and Public

Re: CM/ECF Release 3.0

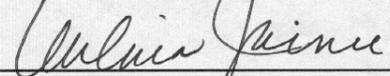
On Saturday, September 16, 2006, the Court upgraded the CM/ECF system to release 3.0. This is a significant release that contains software enhancements or fixes addressing 145 modification requests, specially in the opening and claims area. A detailed description of the changes is available at http://pacer.psc.uscourts.gov/documents/cmecf/relnotes/bankruptcy_3.0.pdf.

Also, our court will be converting to CM/ECF release 3.1. on October 13, 2006. In view of the short time before this mandatory conversion, which addresses the statistical requirements of the Bankruptcy Abuse Prevention and Consumer Protection Act and the Judicial Conference's Committee on the Administration of the Bankruptcy System, the Clerk's Office has prepared a "tip sheet" with the most relevant changes in release 3.0 affecting external users. The Attorney Training Manual will be updated as soon as possible after the conversion to release 3.1.

Questions regarding release 3.0 should be directed to the CM/ECF Help Desk at (787) 977-6115 or (787) 977-6006.

In San Juan, Puerto Rico, this 27th day of September, 2006.

Celestino Matta-Méndez, Esq.
Clerk of the Court


By: Wilma Jaime

CM/ECF VERSION 3.0 ATTORNEY/CREDITORS TIP SHEET

Opening Cases

- Case type is now on the first case opening screen. **"bk"**
- When opening a Bankruptcy case, ***the roles type of debtor and joint debtor no longer needs to be selected*** because "Debtor" will be the automatic role type. The number of debtor records will be determined automatically by the "Joint" petition field. The system initially asks whether the case is a joint petition. If the user selects "n" for "no", one debtor record will be required. If the user selects "y" for "yes", the system prompts for two debtor records.
- The pro-se field has been removed from this screen.
- The case opening screen, now contains a Corporate Parent selection. This is an optional feature that can be used to determine potential conflicts of interest for judges assigned to a case. ***A business debtor may have a corporate parent if owned or affiliated with other companies.***
- The Voluntary and Involuntary designation no longer appears in the statistical screen. ***Involuntary cases are now opened through a separate menu item.***
- The Type of debtor field at the Statistics screen has been modified to force selection of only one option: Individual, Corporation (includes LLC & LLP), Partnership, Other. Nonprofit Organization is added as a new type of debtor selection with a checkbox option. The other type of debtor selections (e.g. Health Care Business, Single Asset Real Estate, etc.) shown in checkbox format ***can have as many selections as necessary.***
- The Creditor Maintenance functions has been improved to allow easier input of creditor data.
- Searching for a party in CM/ECF has been enhanced by addition of a middle name field. This improves a user's ability to search for a specific person in CM/ECF.

Claims

1. Claims entry

- The screens appearing under the **File Claims** link have several modifications and enhanced features.
- The **duplicates claim #** field, the **late drop-down** menu, and the **status drop-down** menu no longer exist in Release 3.0. When amending a claim in Release 3.0 the *filer must now select the **Amends Claims #** field and enter the number of the claim being amended.*
- The **Notice of Electronic Claim Filing** that generates when a claim is filed, has been enhanced to include a link to the **Claims Register**. **The Notice of Electronic Claims Filing** will also include a hyperlink to allow the filer to return to the filing screen to file another claim.

2. Claims Register

- **Numbering of Claims-** Under Release 3.0, an original proof of claim will be numbered with a sequential claim number and an extension at the end e.g. "-1." For example, the first claim filed in a case will appear as 1-1. The second will be 2-1, etc. If the first claim is amended in Release 3.0, the amended claim will receive an extension of "2" so the amended will appear as claim 1-2. If a claim amended prior to Release 3.0, is amended again, enter in the amended claim number field the number of the original claim or the claims history will be incomplete.
- **Claims History-** Amended claims and other information will now appear in a new **History** section for each claim on the Claims Register. The **History** section will list any amended claims for that number and any claim- related docketing events with hyperlinks to the claims and the docketing events.
- If an **Amended Claim** is filed with a new address, the filer **must** first select **"Edit Creditors"** to update the address and then **"File a Proof of Claim"**.
- **Claims Register-** The **Claims Register** will store the **Notice of Electronic Claims Filing** for claims entered in Release 3.0. The **Claims Register** will also be available under the **Query** menu, previously, it was available only through **Reports**. When the address of a claimant changes, the previous address will be available for viewing in the History section.