



UNITED STATES BANKRUPTCY COURT
CENTRAL DISTRICT OF CALIFORNIA
OFFICE OF THE CLERK

KATHLEEN J. CAMPBELL
Executive Officer
Clerk of Court

PUBLIC NOTICE

**RE: COURT TO IMPLEMENT CM/ECF FILING AGENT
ON MONDAY, JULY 16, 2012**

The Court will implement the new CM/ECF Filing Agent on Monday, July 16, 2012. Filing Agent is an optional feature that enables registered CM/ECF users to assign unique logins and passwords to support staff filing electronic documents on their behalf.

The benefits of using the Filing Agent are:

- Registered CM/ECF users will no longer need to share their personal CM/ECF password and login with employees;
- Employees provided with their own logins and passwords will be able to work in CM/ECF simultaneously; and
- Registered users will be able to access reports to view filing activity for each of their registered employees using reports available in CM/ECF.

An Electronic Learning Module [ELM] for the CM/ECF Filing Agent is available on the Court's website for training by [clicking here](#). This ELM is also available on the CM/ECF webpage under Registration/Training. We encourage registered CM/ECF users with support staff to review the CM/ECF Filing Agent ELM before implementing the Filing Agent feature.

Registered CM/ECF users will be responsible for CM/ECF Filing Agent use by their staff. Although staff will be able to file documents using their own password and login, the primary registered CM/ECF user's name will continue to appear on the docket and reports as the filing party.

If you have any questions, please contact the ECF Help Desk at (213) 894-2365.

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CLERK OF COURT

12-010 (6/21/12)