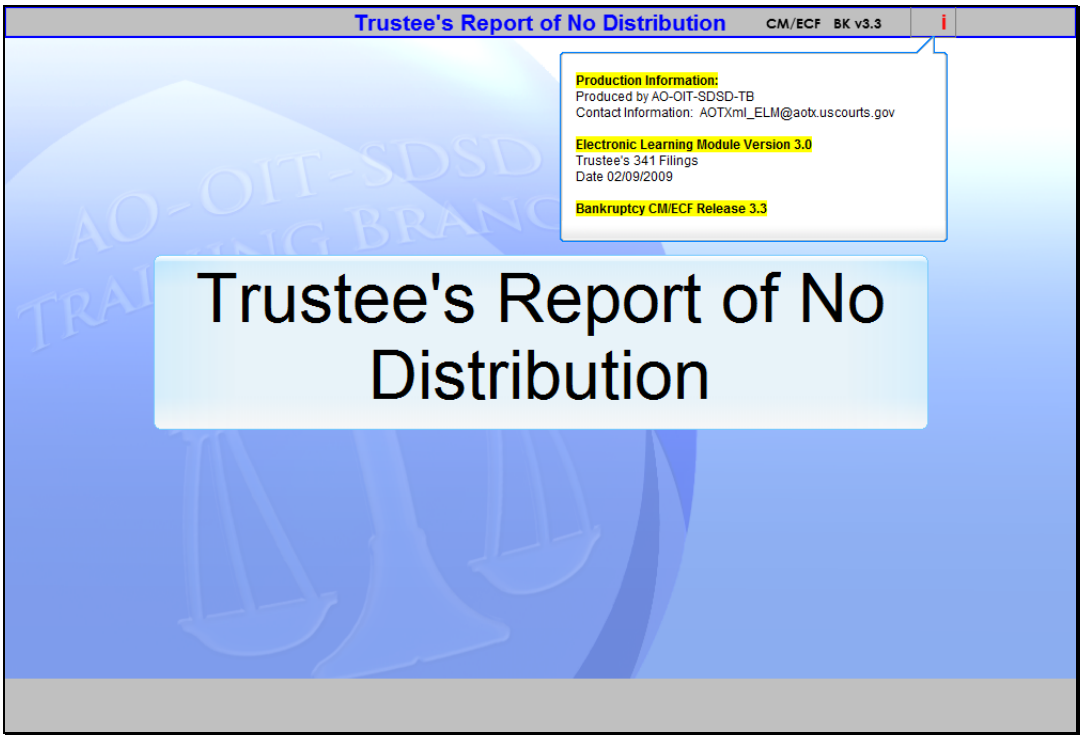
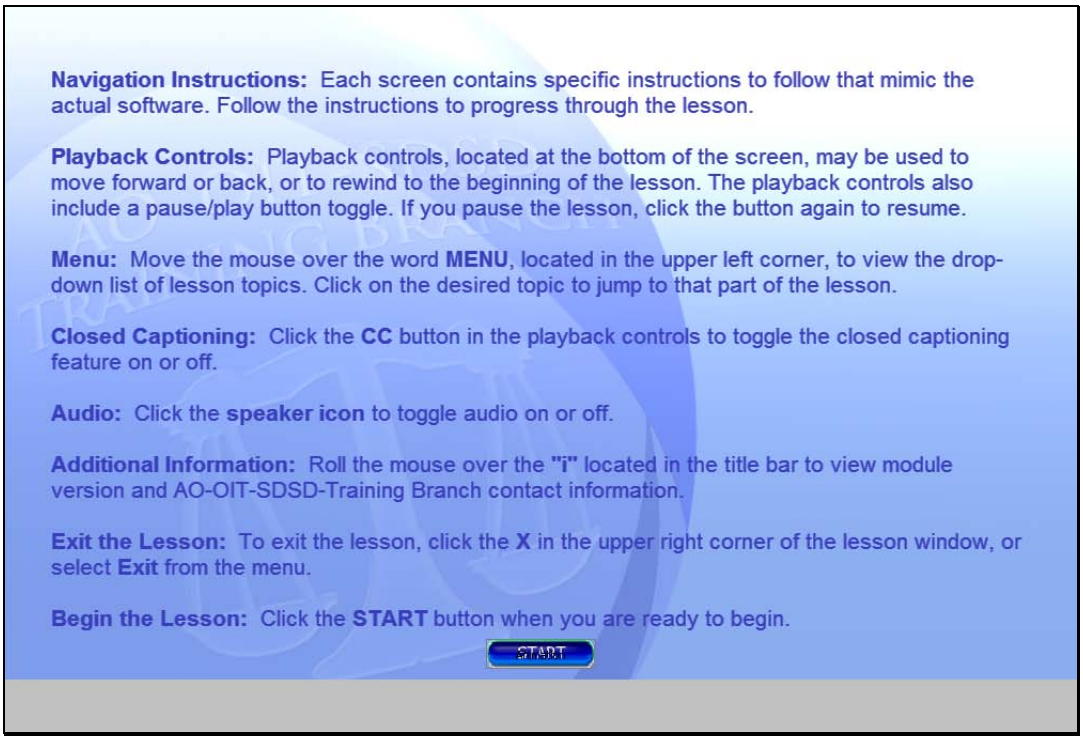
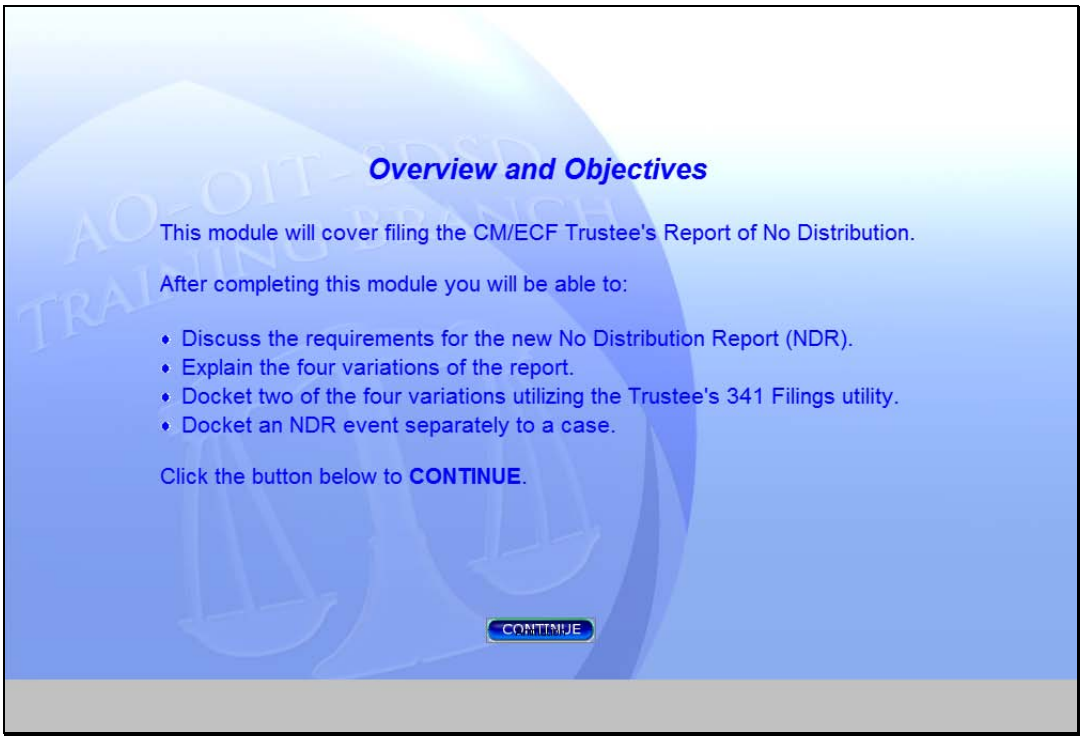


Introduction Slide
Slide notes: Welcome to the CM/ECF Trustee's Report of No Distribution.

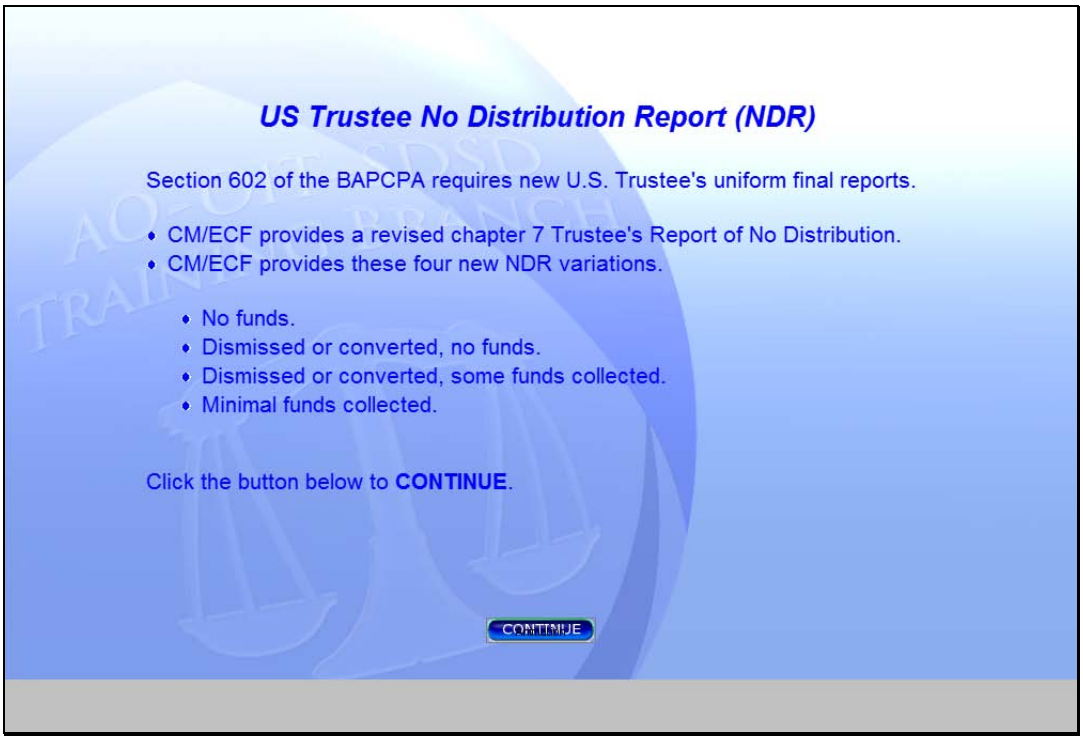


Navigation
Slide notes: Please take a moment to read these Navigation Instructions. When you're ready, click the START button.



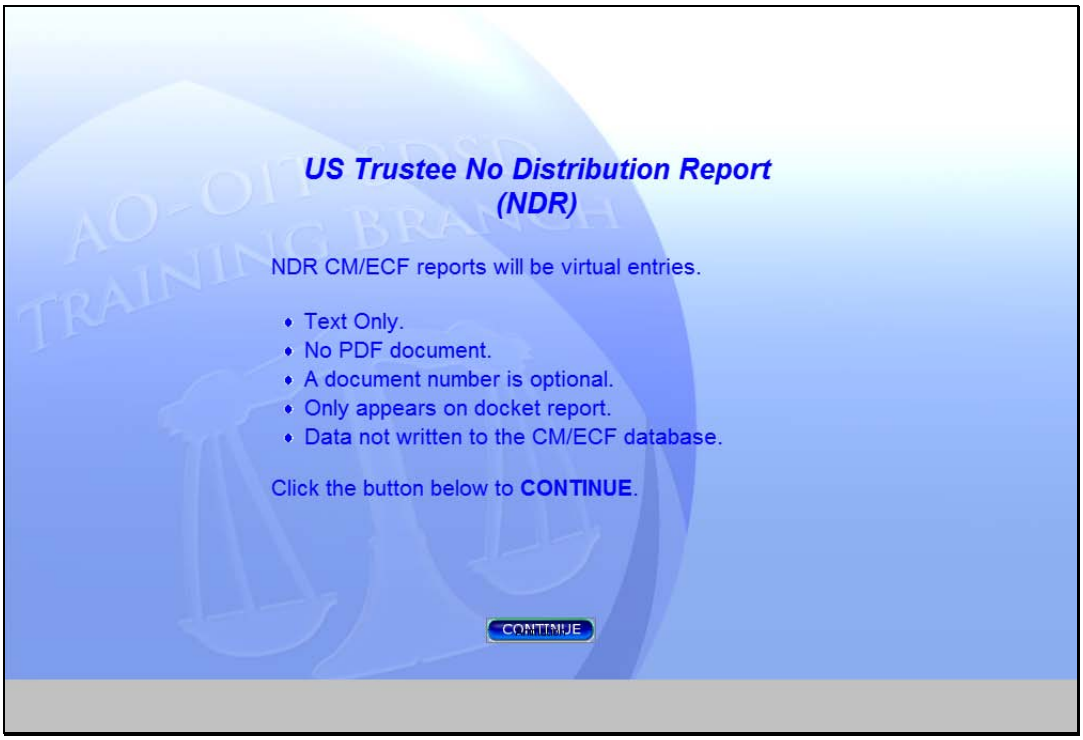
Objectives

Slide notes: Here are the objectives for this module. When you are ready to begin, click the CONTINUE button.



Trustee's No Distribution Report

Slide notes: Section 602 of the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005 (BAPCPA), 28 U.S.C. § 589b, requires the Attorney General to issue rules requiring uniform forms for final reports by trustees for chapters 7, 12 and 13. The Chapter 7 Trustee's Report of No Distribution in CM/ECF will be provided in four variations in every bankruptcy court. These four variations are listed here. The trustee will submit the appropriate report for each case. Click the CONTINUE button.

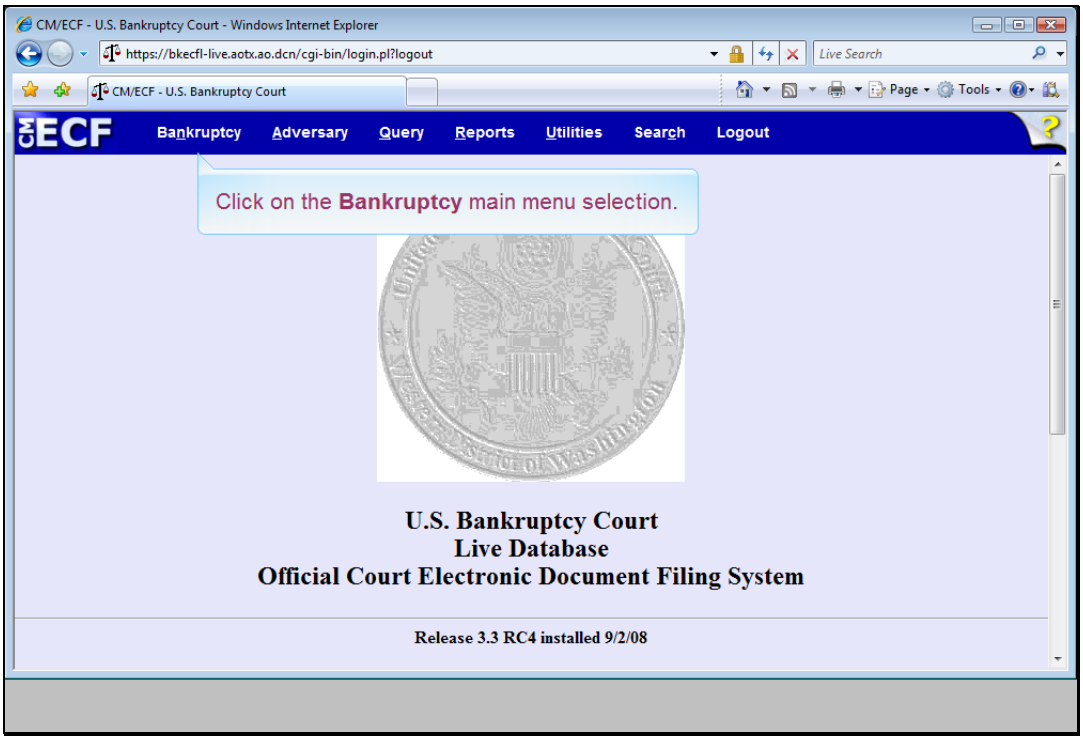


Slide 5

Slide notes: New CM/ECF reports will be virtual entries. The docket sheet entries produced by the four events will vary depending on the selection or selections made by the trustee. This information is created in the docket sheet entry only, not written to the CM/ECF database. Click the CONTINUE button.

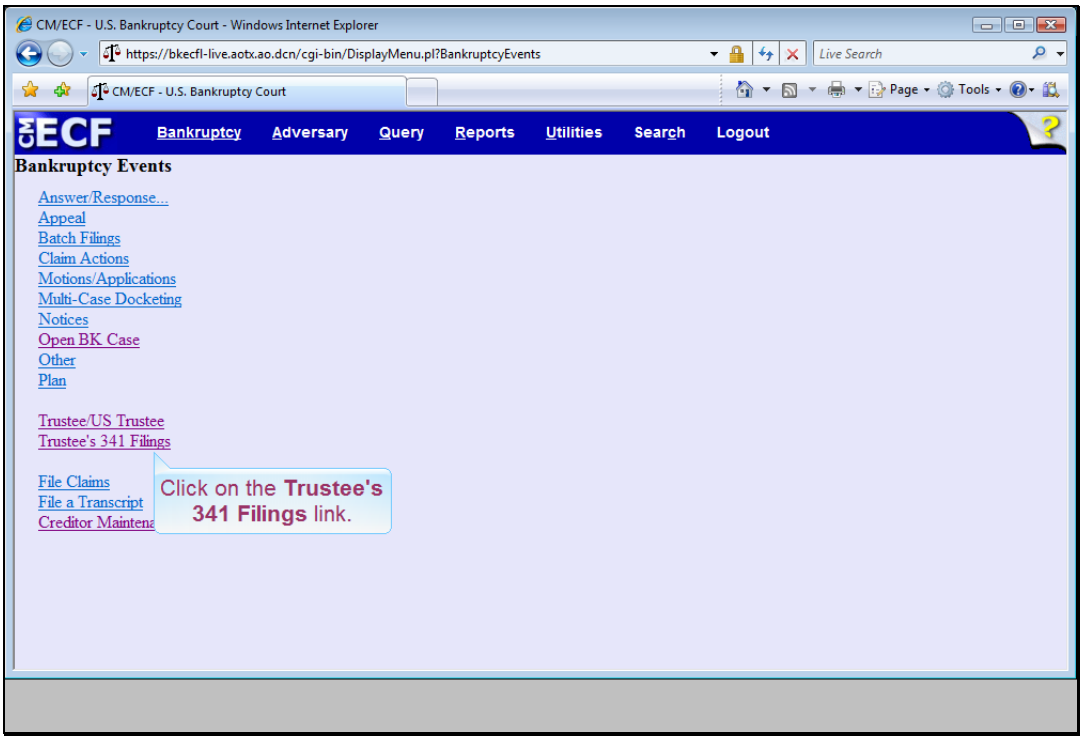
Slide 6

Slide notes: Trustees will be required to file No Distribution Reports only through the Trustee's 341 Filings program or as a single case docketing of each event in CM/ECF. Please note: Other batch docketing will no longer be an option. Click the CONTINUE button.



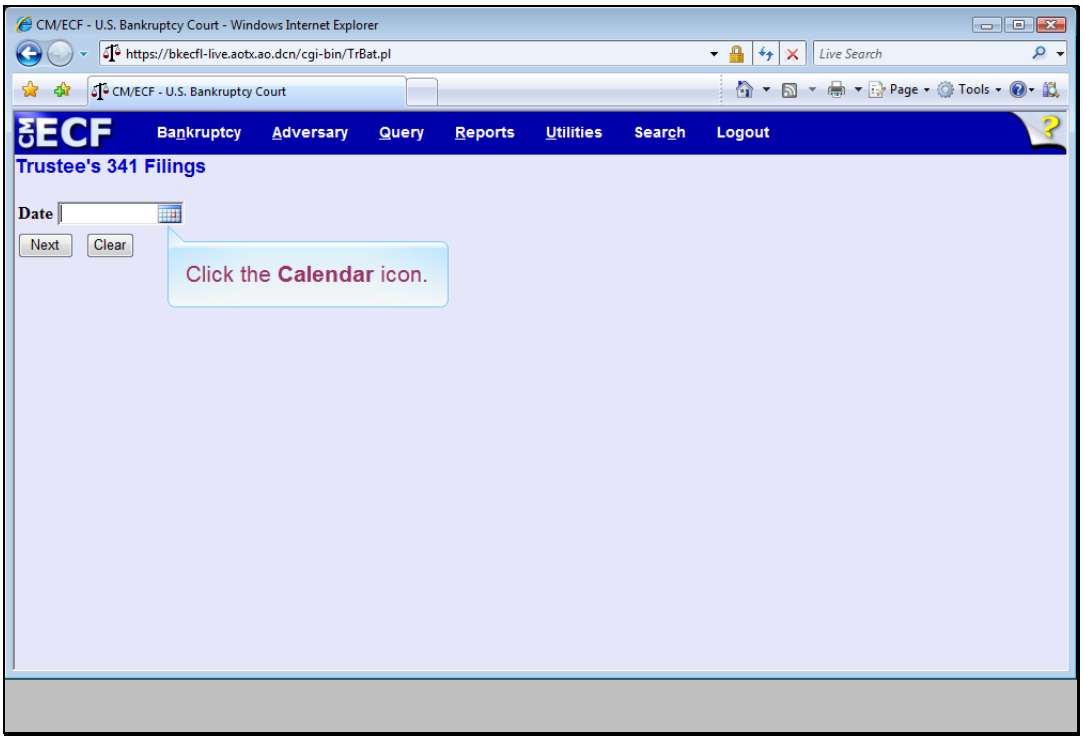
Slide 7

Slide notes: Follow along as we explain this process through the Trustees 341 Filing program. Click on the Bankruptcy main menu selection.



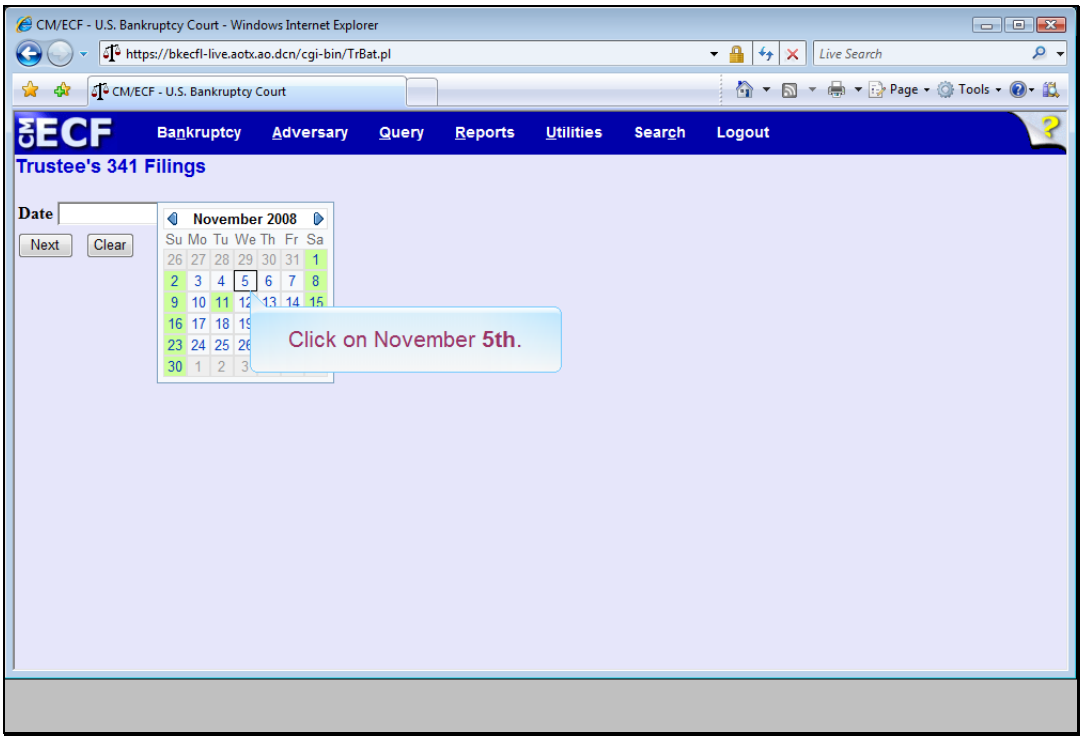
Slide 8

Slide notes: The Trustee's 341 Filing program provides a list of cases scheduled for a trustee at a §341 Meeting of Creditors. Only this trustee can access his/her meetings and that's why the following screen may not look familiar to you. Click on the Trustee's 341 Filings link.



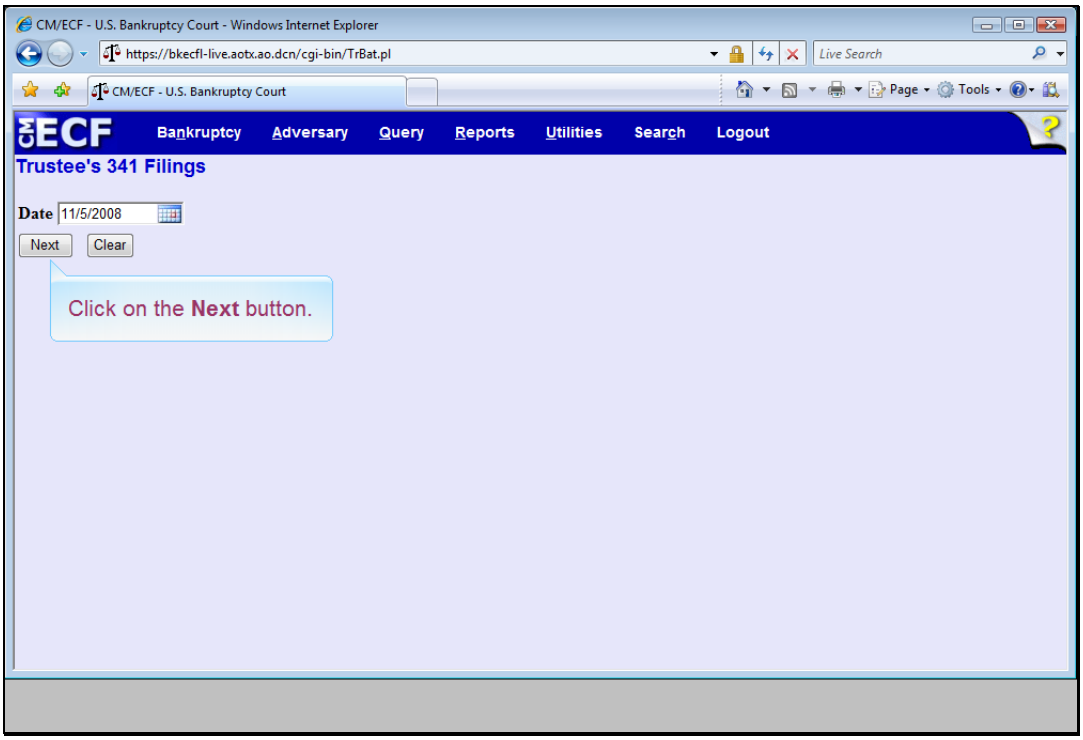
Slide 9

Slide notes: Select the date of the §341 meeting. The date may be entered (mm/dd/yyyy) in the date field or selected from the calendar. We will select the date from the calendar icon. Click on the calendar icon.

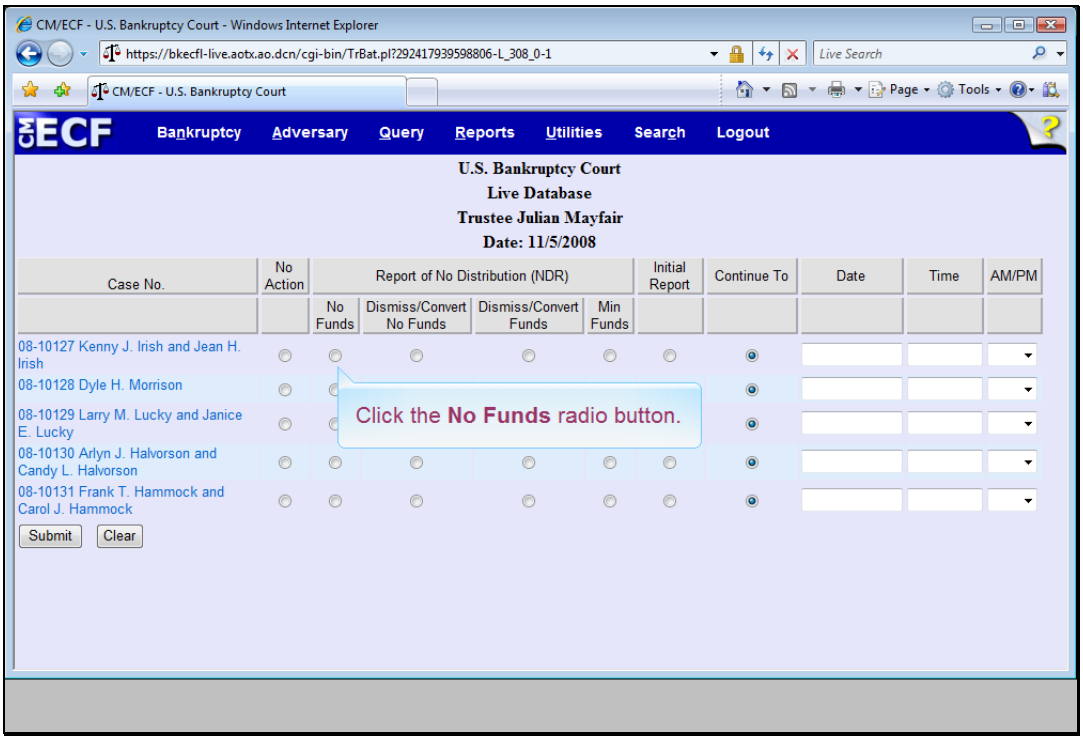


Slide 10

Slide notes: Our §341 meeting took place on November 5th. Click on that date.

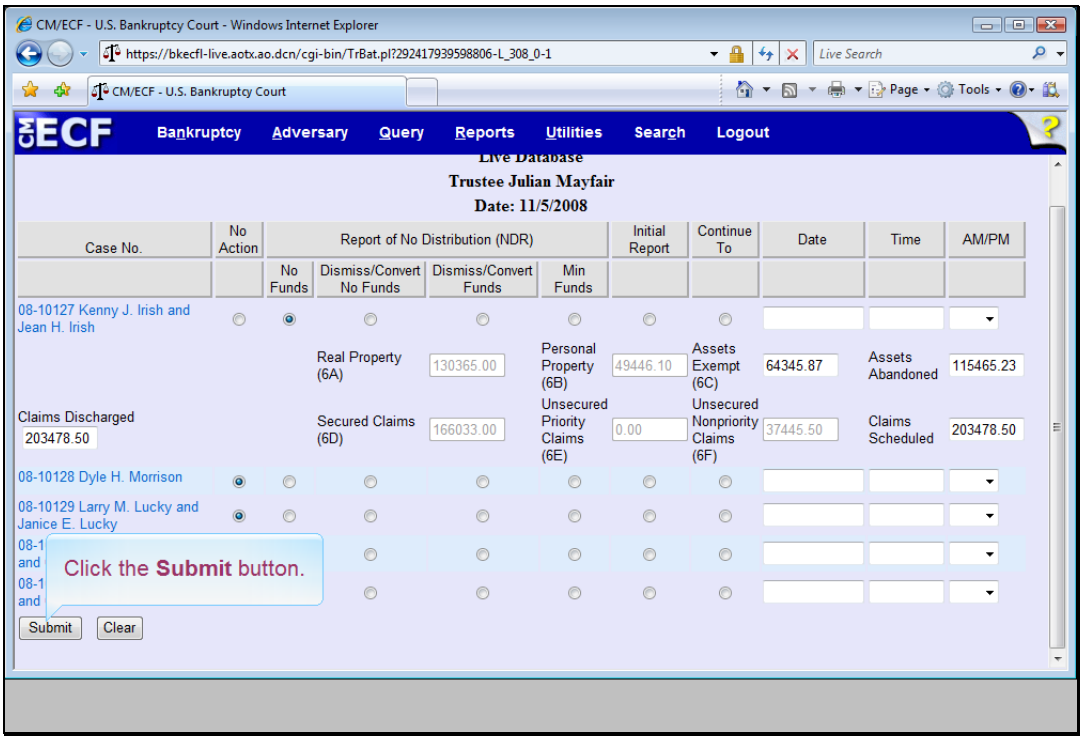


Slide 11
Slide notes: Click the Next button.



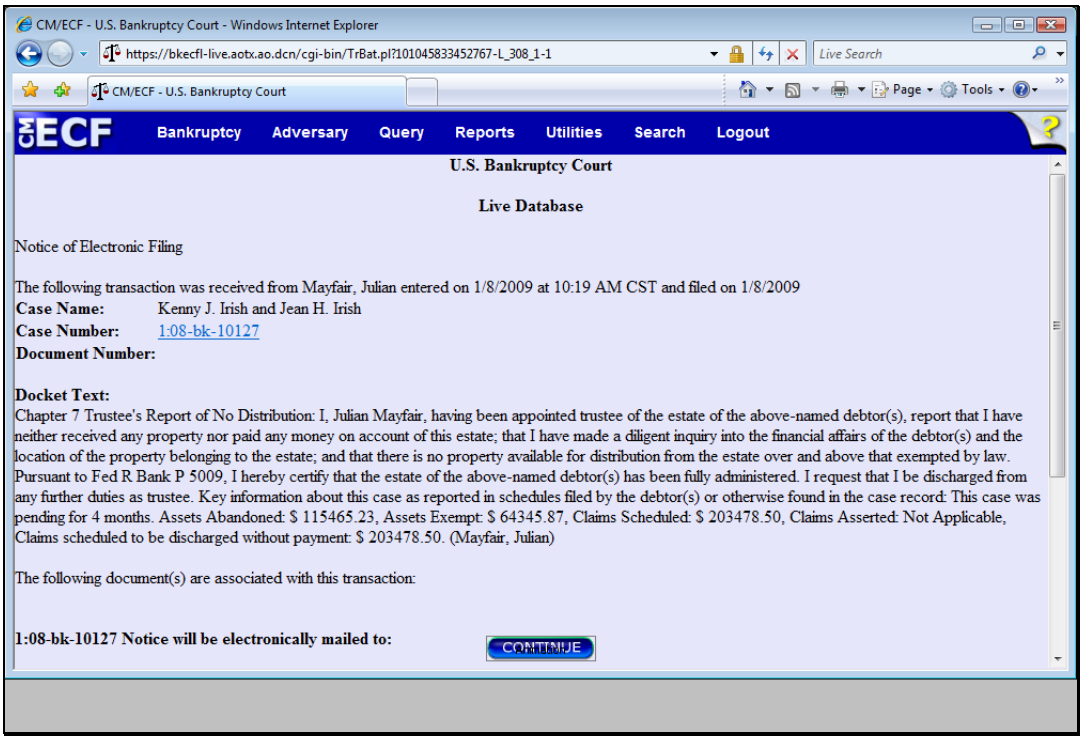
Slide 12

Slide notes: This program provides the trustee with a system to produce a report or to continue a case to another day. The trustee will select one option for each case, but it isn't necessary to process each case on the screen. The three options currently highlighted are the same as the previous version of the CM/ECF software. However, the Report of No Distribution now has four columns where there used to be one. The Initial Report should be selected for an asset case. Notice that the default radio button selection for each case in this example is Continue To. Each court may change the default to any one of the four NDR columns. For the 08-10127 case, click the radio button under No Funds.



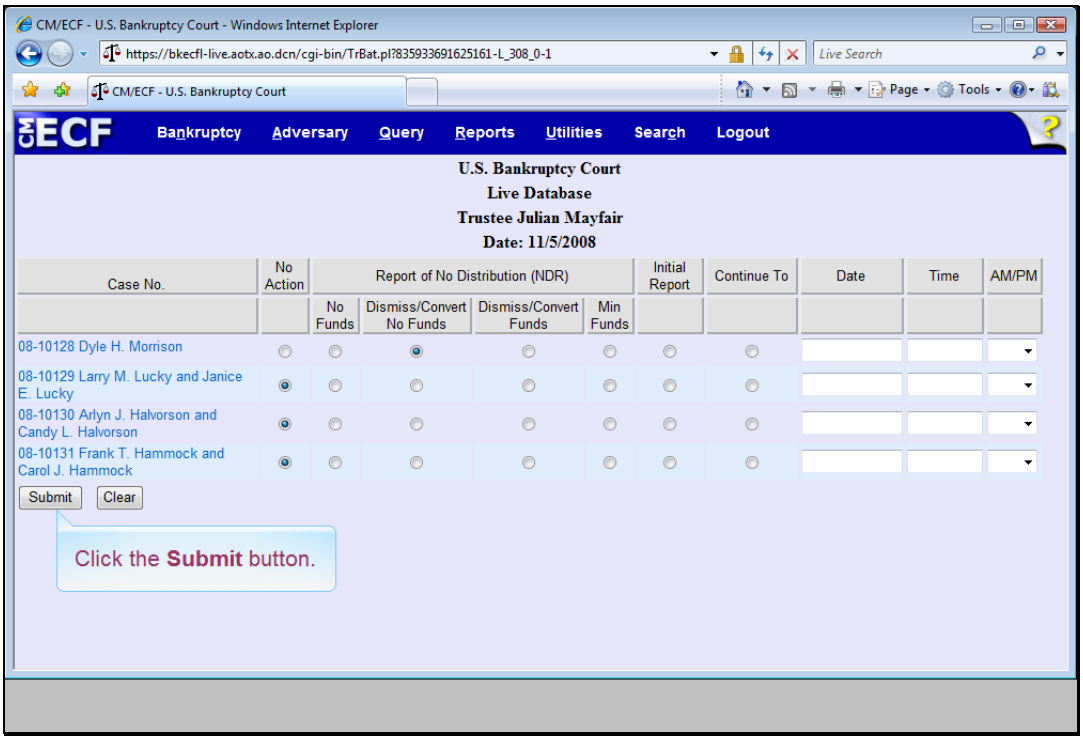
Slide 13

Slide notes: The selection of No Funds expands the screen to two new rows to display the fields used to produce the report. Figures shown in gray are values from the debtor's schedules if previously entered in CM/ECF. These values cannot be modified by the trustee on this screen. The Assets Exempt, Assets Abandoned, Claims Discharged and Claims Scheduled will not be grayed out and are accessible by the trustee. The radio buttons for the other cases have been moved to the No Action column for this example. The trustee can process these other cases at a later time. Click the Submit button.



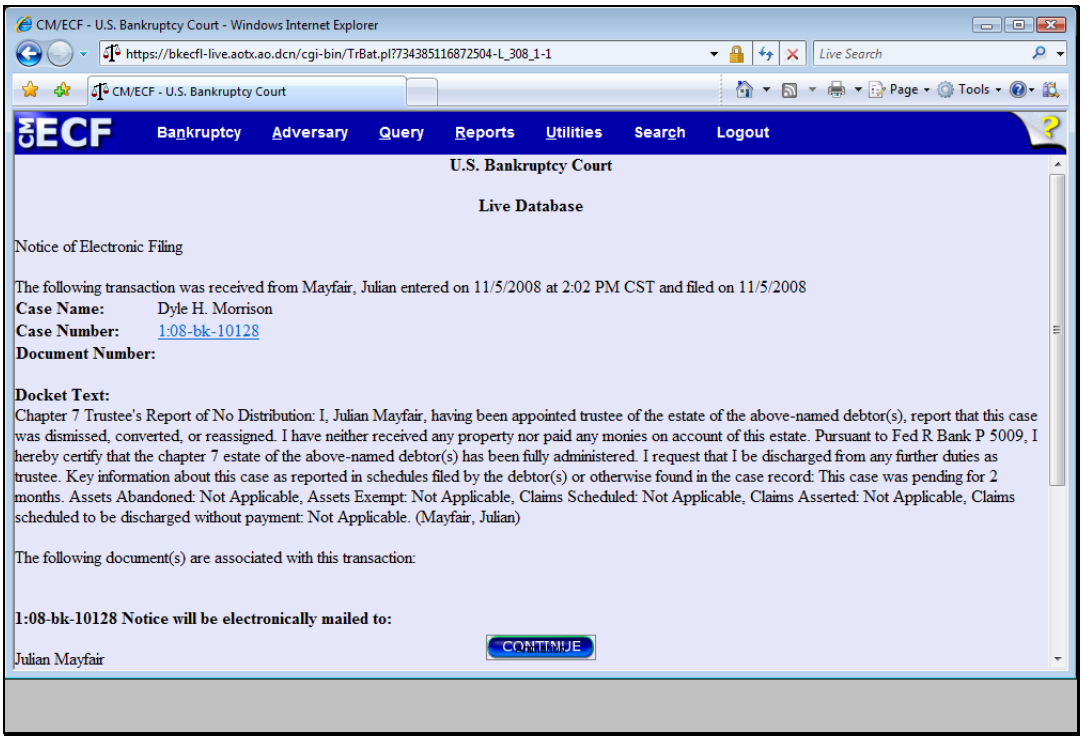
Slide 14

Slide notes: The NDR docket text report produced for this option from either the Trustee's 341 Filings program or single case docketing process for No Funds will be identical. The number of months pending will be calculated from today's date less the file date of the case. If values from the debtor's schedules do not apply to this report, the text report will display these values as "Not Applicable." Otherwise, if the debtor's schedules have not been submitted when the NDR - No Funds is filed, the text report will display "Not Available." When you're ready, click the CONTINUE button.



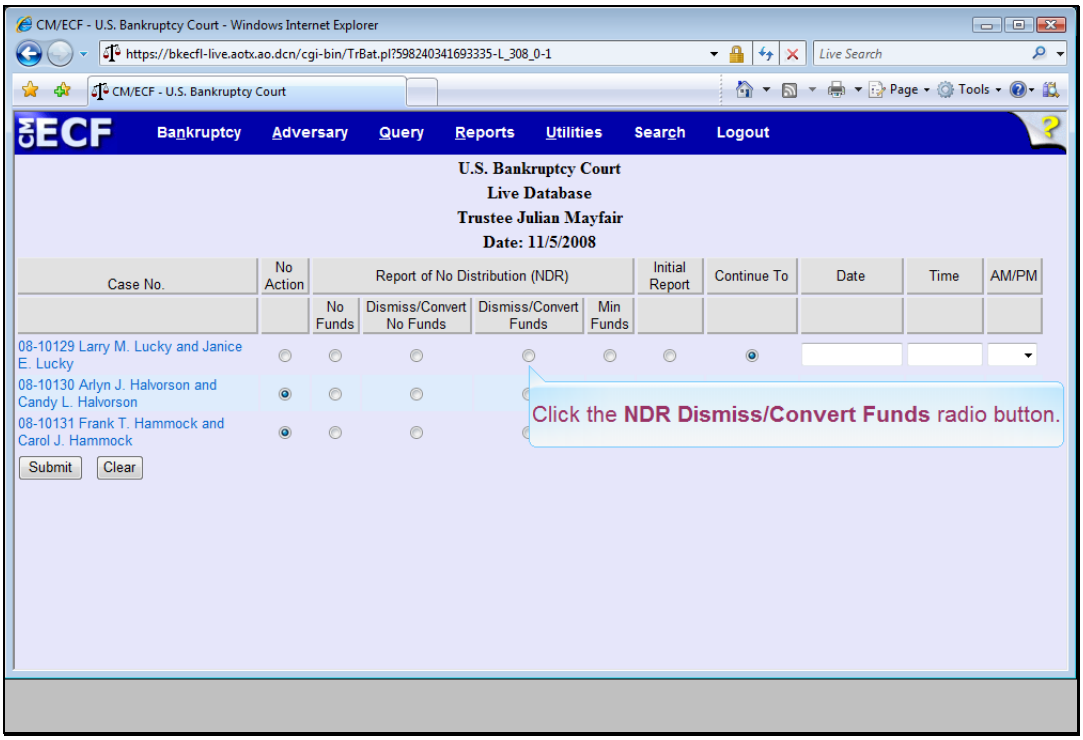
Slide 15

Slide notes: When a case has either been dismissed, converted or reassigned, and no funds are available for distribution, no additional entry of data is required by the trustee. When this option is selected, the row will not expand to display additional fields the way it does on the other NDR report options. In most cases, a case will be dismissed, converted or reassigned after the §341 meeting has been concluded and the case will not appear on the screen. The trustee must then docket this event to the case separately. Click the Submit button.



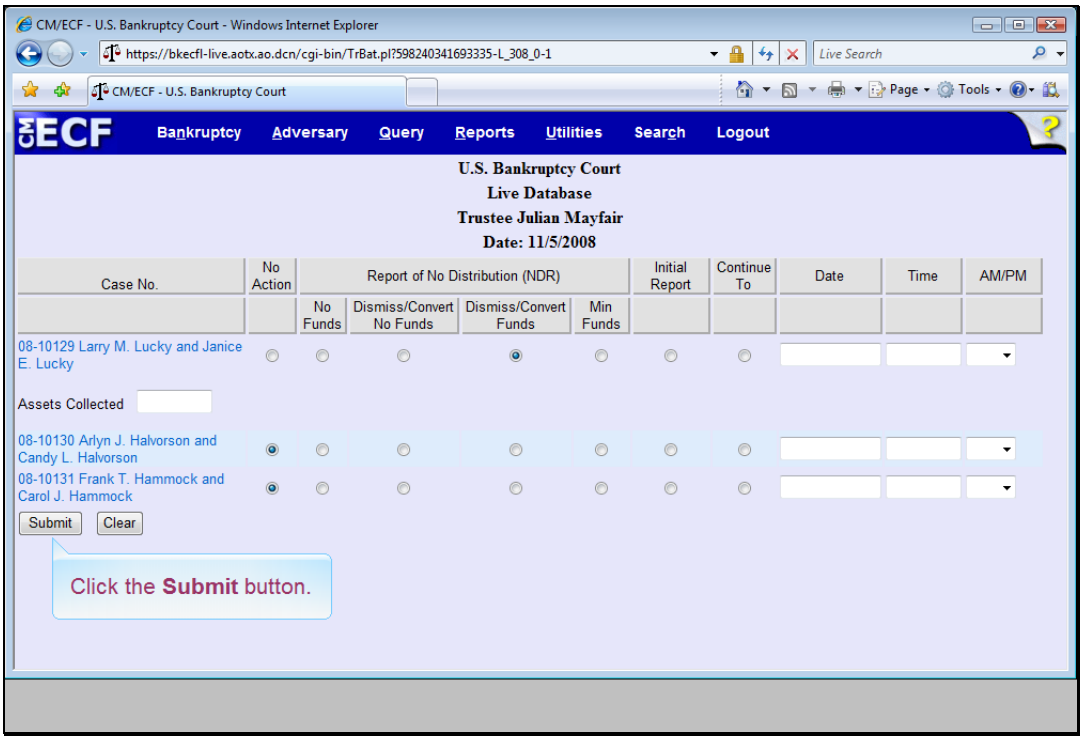
Slide 16

Slide notes: The docket text report produced from either the Trustee's 341 Filings program or single case docketing process for this event will be identical. All fields will be reported as "Not Applicable." When you're ready, click the CONTINUE button.



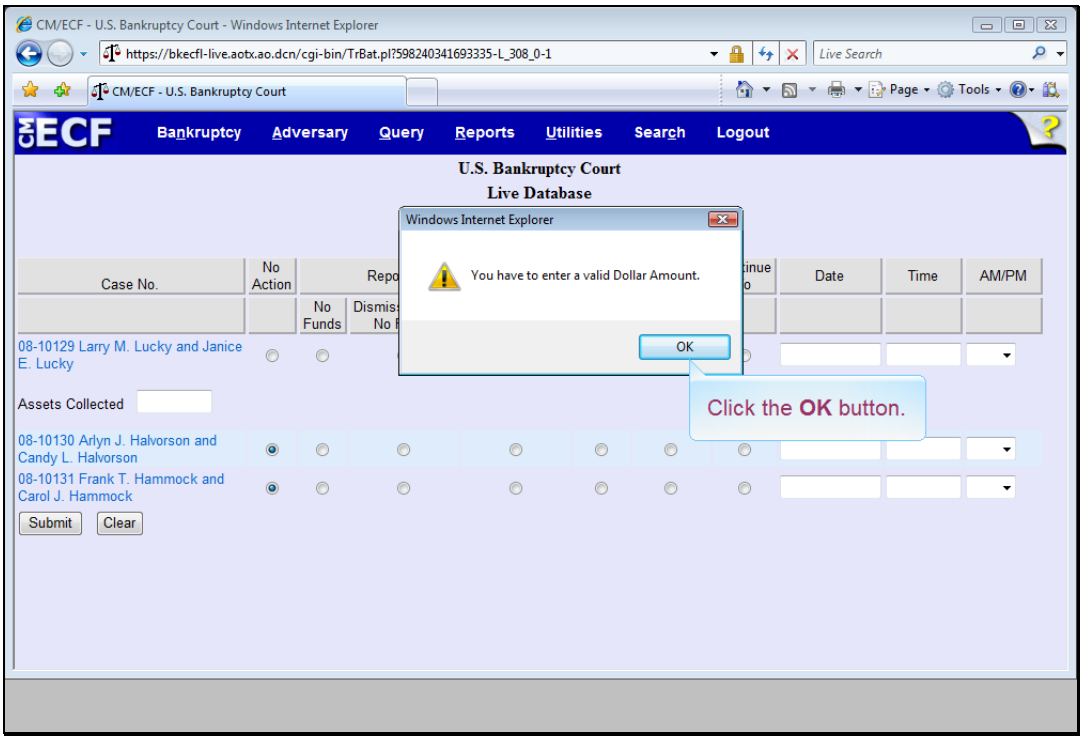
Slide 17

Slide notes: Next we'll look at the third NDR event. Click the Dismiss/Convert Funds radio button for the 08-10129 case.



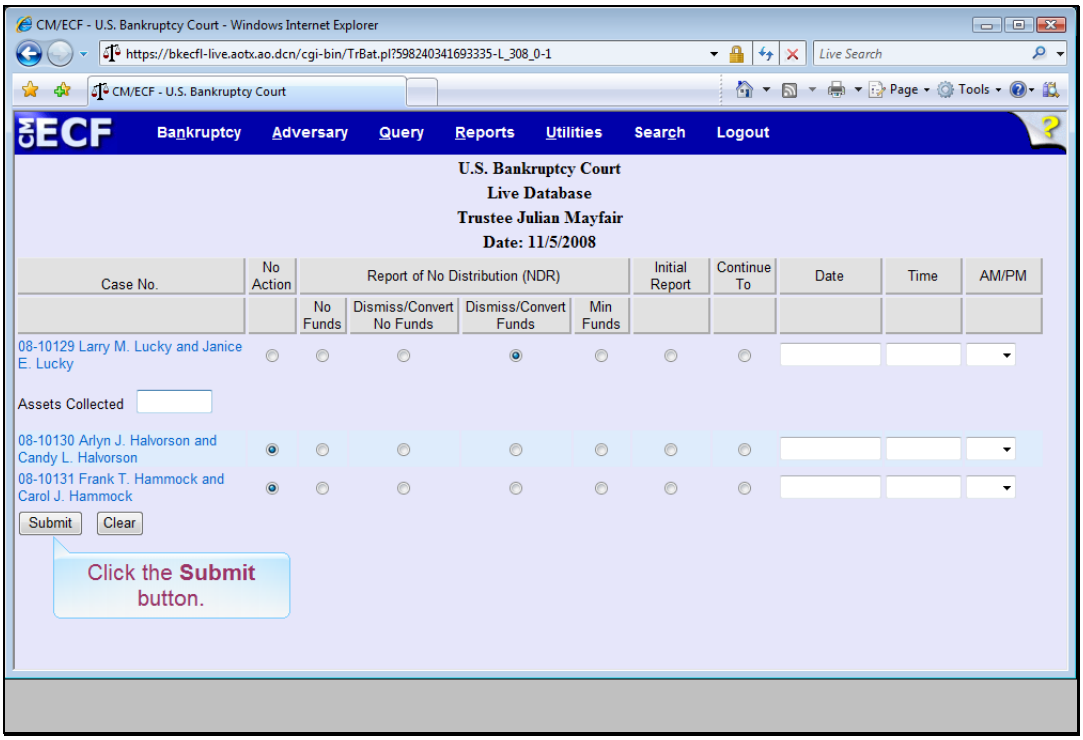
Slide 18

Slide notes: When a case has been converted, dismissed or reassigned and some funds were collected, only the field for Assets Collected is available for entry or modification for both Single Case Docketing and the Trustee's 341 Filings utility. Click the Submit button.



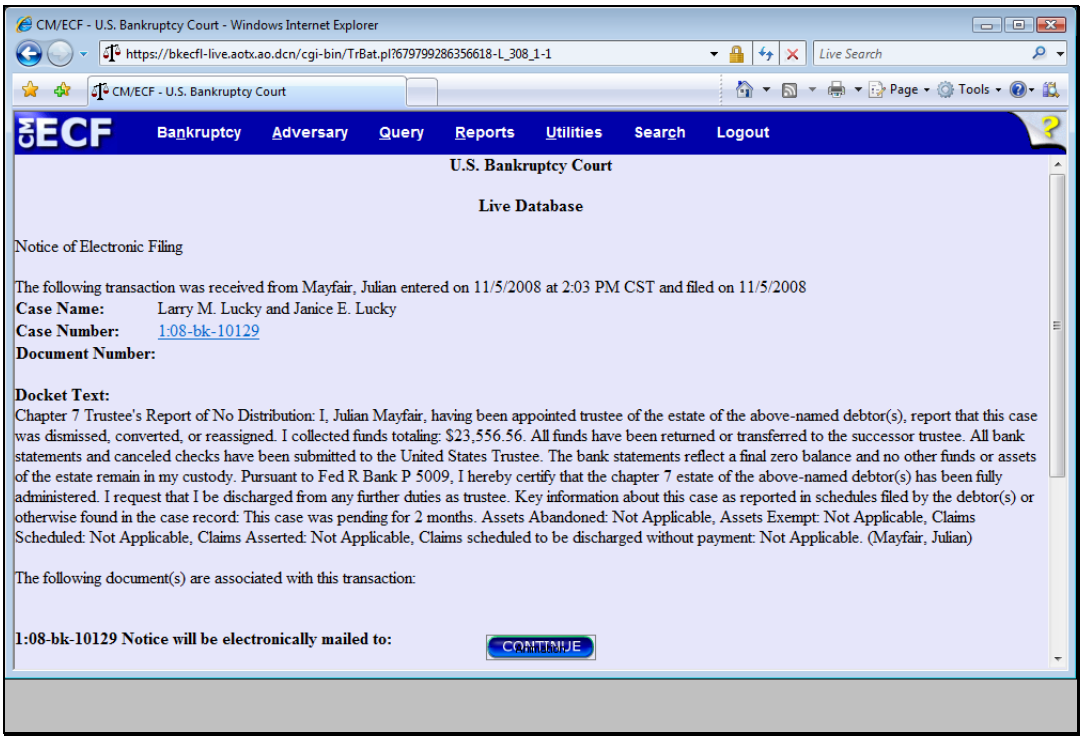
Slide 19

Slide notes: An entry is required in the Assets Collected field. If an amount is not entered and the Submit button is clicked the warning message seen here will appear. To continue, click the OK button.



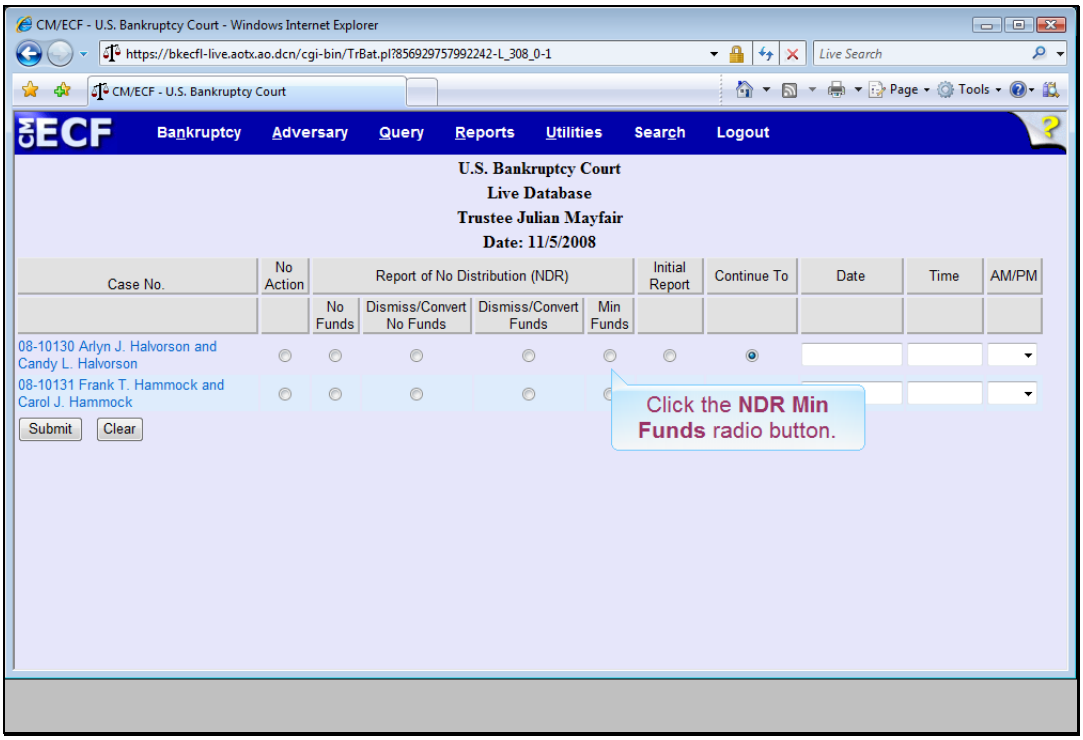
Slide 20

Slide notes: A dollar amount has now been entered in the Assets Collected field. Click the Submit button.



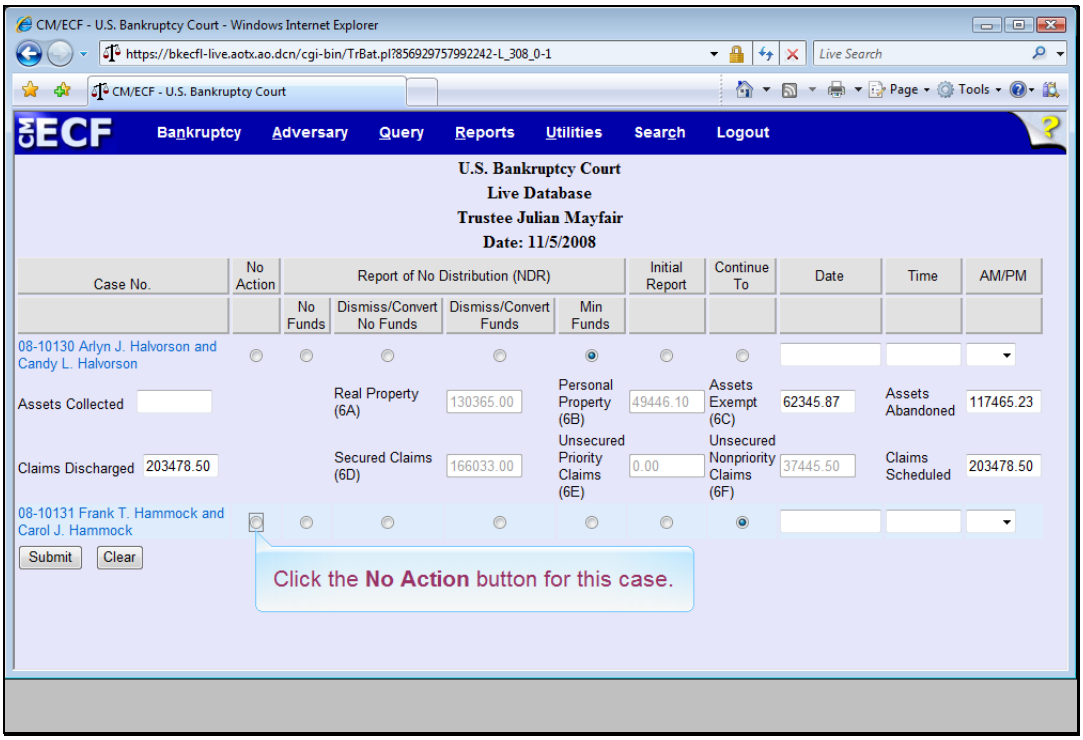
Slide 21

Slide notes: The docket text report produced from either the Trustee's 341 Filings program or single case docketing process for this event will be identical. All fields will be reported as "Not Applicable." Notice that the system has entered the Assets Collected amount into the docket text. When you're ready, click the CONTINUE button.



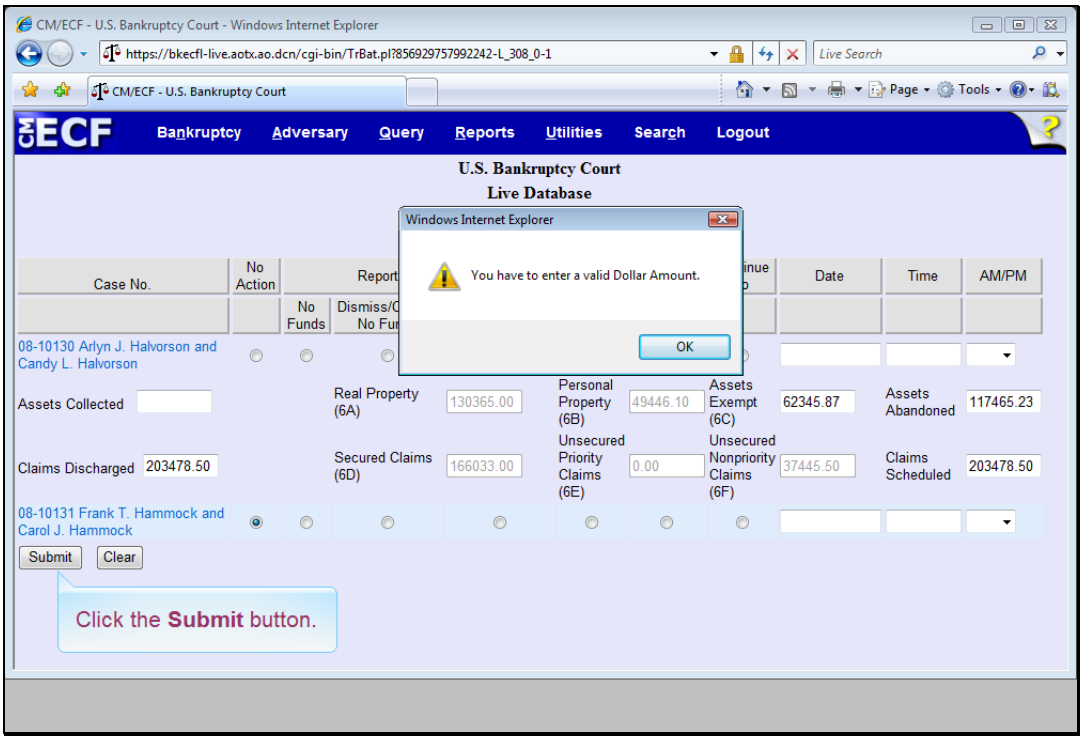
Slide 22

Slide notes: The last NDR selection is Min Funds (Minimal Funds Collected). Click the Min Funds radio button for the 08-10130 case and we will process this report.



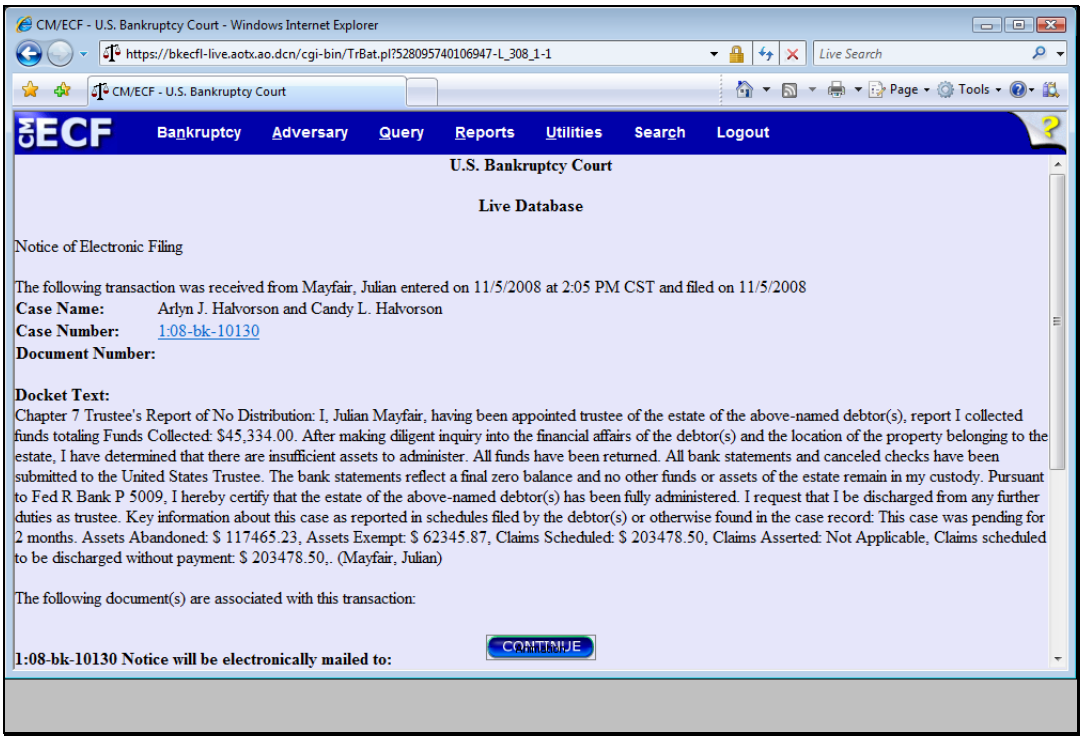
Slide 23

Slide notes: The figures shown in gray are values from the debtor's schedules if previously entered in CM/ECF. These values cannot be accessed by the trustee on this screen. The following data field values will not be grayed out and are accessible by the trustee: Assets Collected, Assets Exempt(6C), Assets Abandoned, Claims Discharged, and Claims Scheduled. Before we click the submit button, click the radio button under No Action for the 08-10131 case. This selection allows the trustee to process the §341 meeting for this case at a later time.



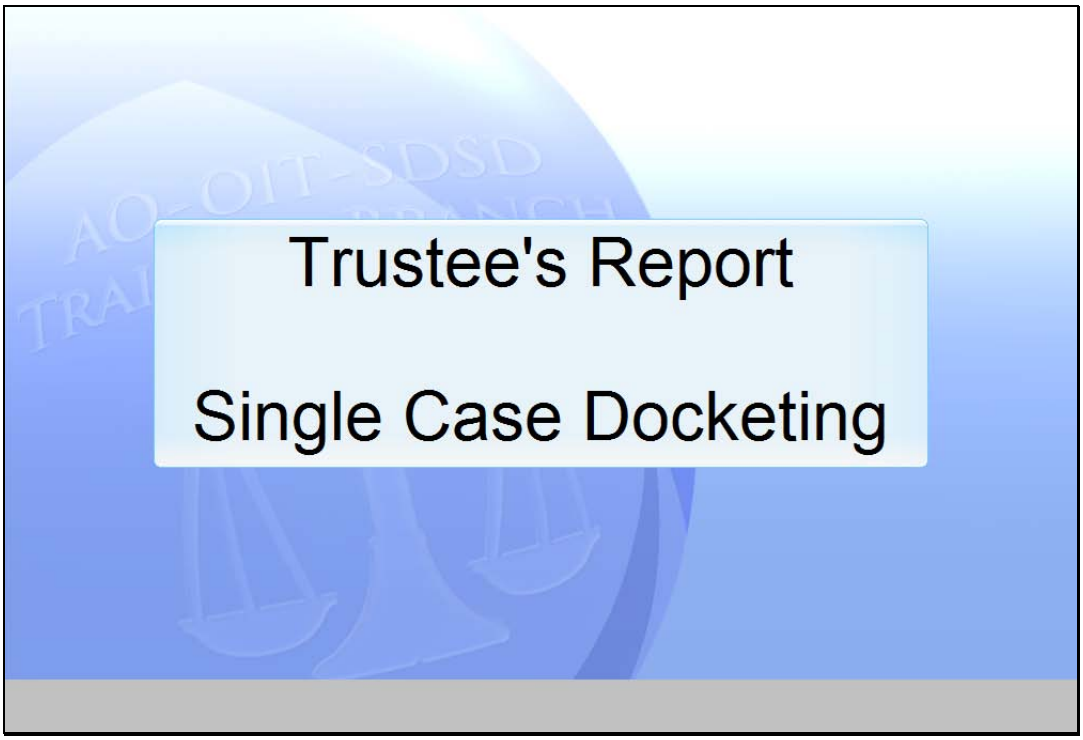
Slide 24

Slide notes: We have taken the liberty of entering an amount in the Assets Collected field. The trustee conducting this §341 meeting would have made this entry. Click the Submit button.

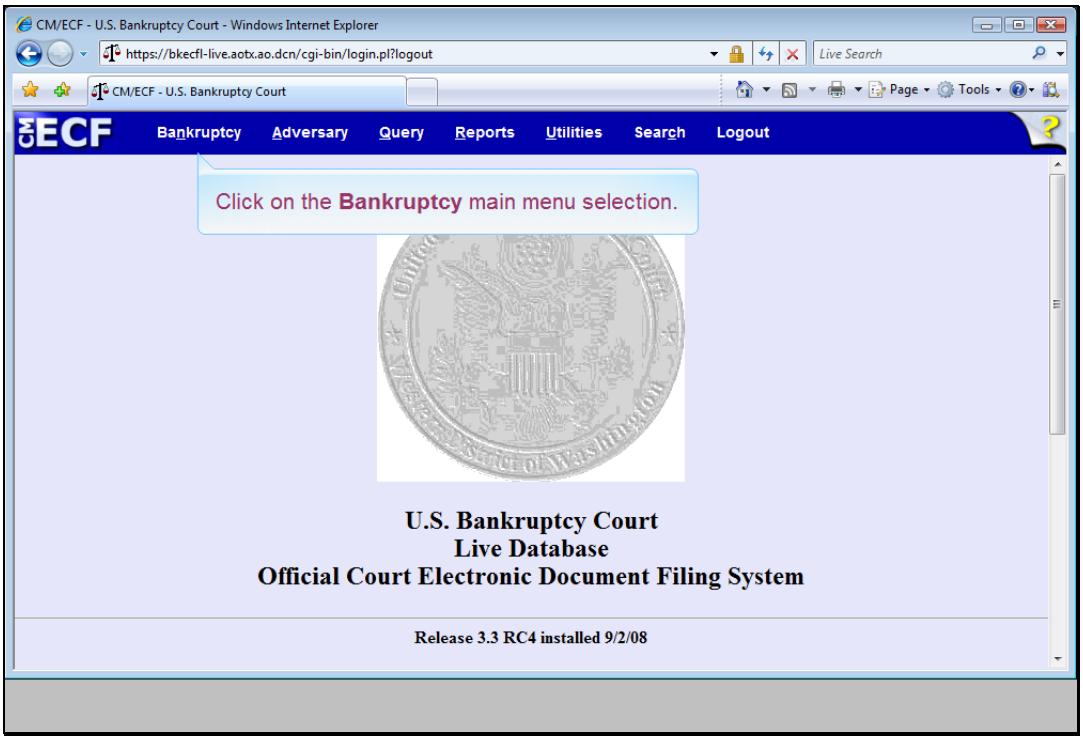


Slide 25

Slide notes: Key information provided in the docket entry report from schedules or calculations include; Funds (Assets) Collected, Months case was pending, Assets Abandoned, Assets Exempt, Claims Scheduled, Claims Asserted (always NA) and Claims scheduled to be discharged without payment. The number of months pending will be calculated from today's date less the file date of the case. If values from the debtor's schedules do not apply to this report, the text report will display "Not Applicable." If the debtor's schedules have not been submitted when the NDR - Minimal Funds is filed, the text report will display "Not Available." Next we will cover single case docketing of the trustee's report. Click the CONTINUE button.

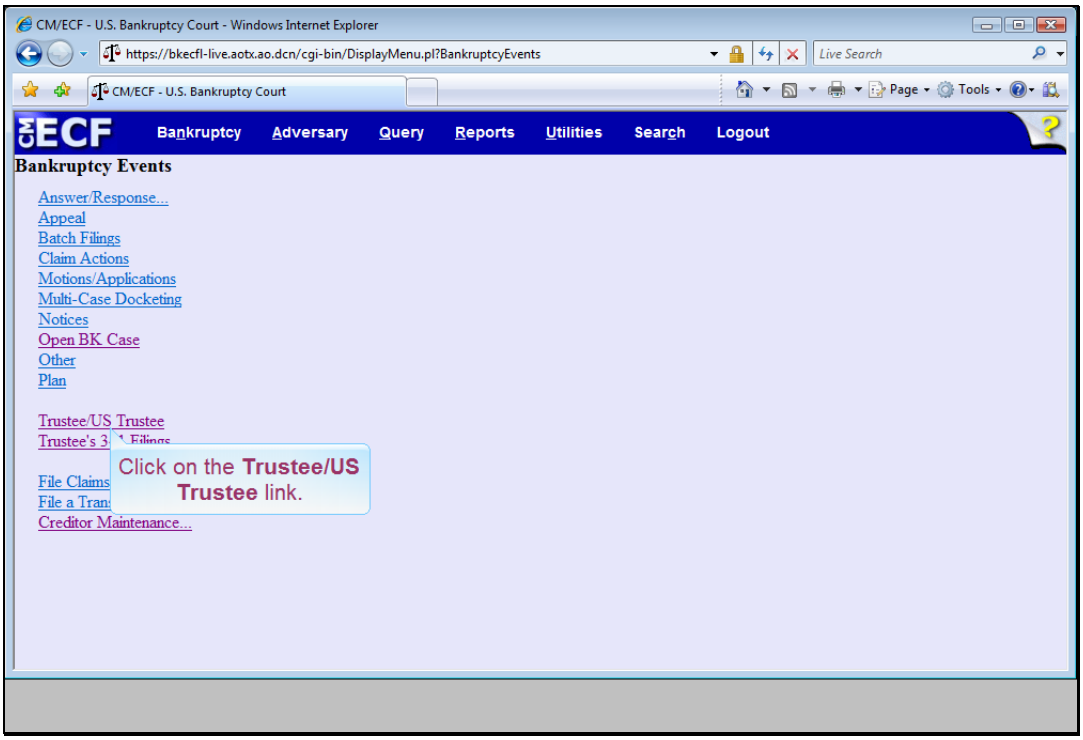


Trustee's Report - Single Case Docketing
Slide notes: In this section we will discuss docketing a Dismiss/Convert No Funds Report of No Distribution to one case.



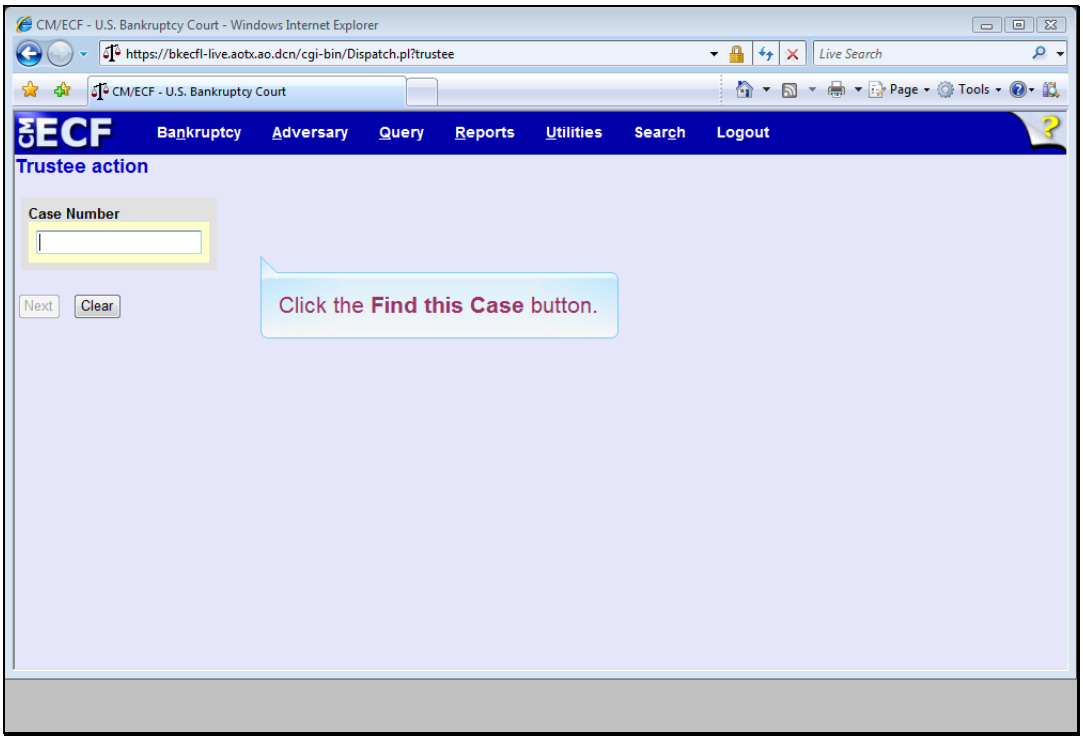
Slide 27

Slide notes: To access the Trustee/US Trustee program, click on the Bankruptcy main menu selection.



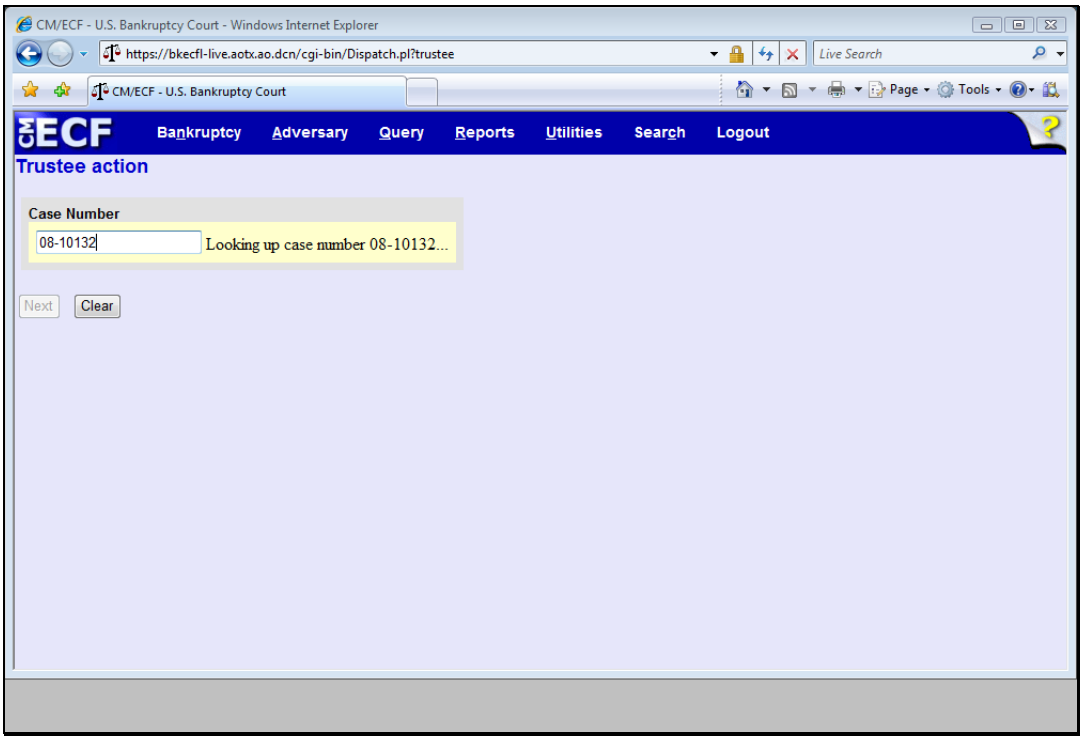
Slide 28

Slide notes: In the earlier example we selected Trustee's 341 Filings. This time we will use the Trustee/US Trustee menu. Click on the Trustee/US Trustee link.

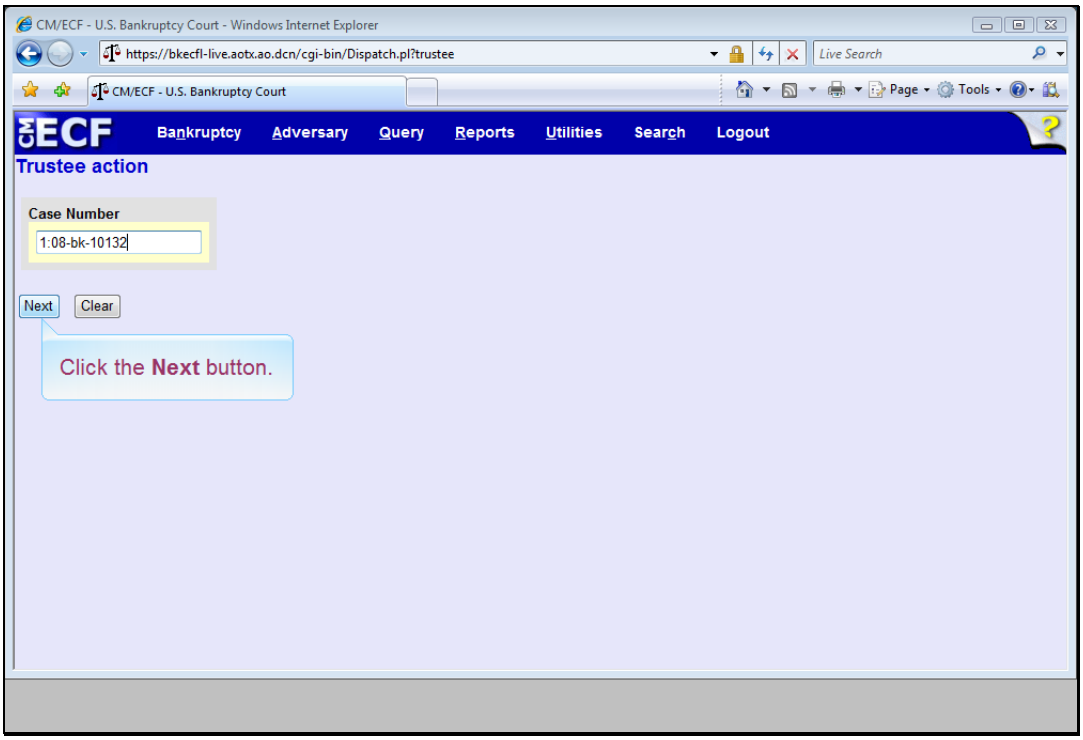


Slide 29

Slide notes: Notice that the Next button remains grayed out until a case number is entered. Also notice that as a case number is entered, a Find This Case button appears. After the case number is entered, click on the Find This Case button.

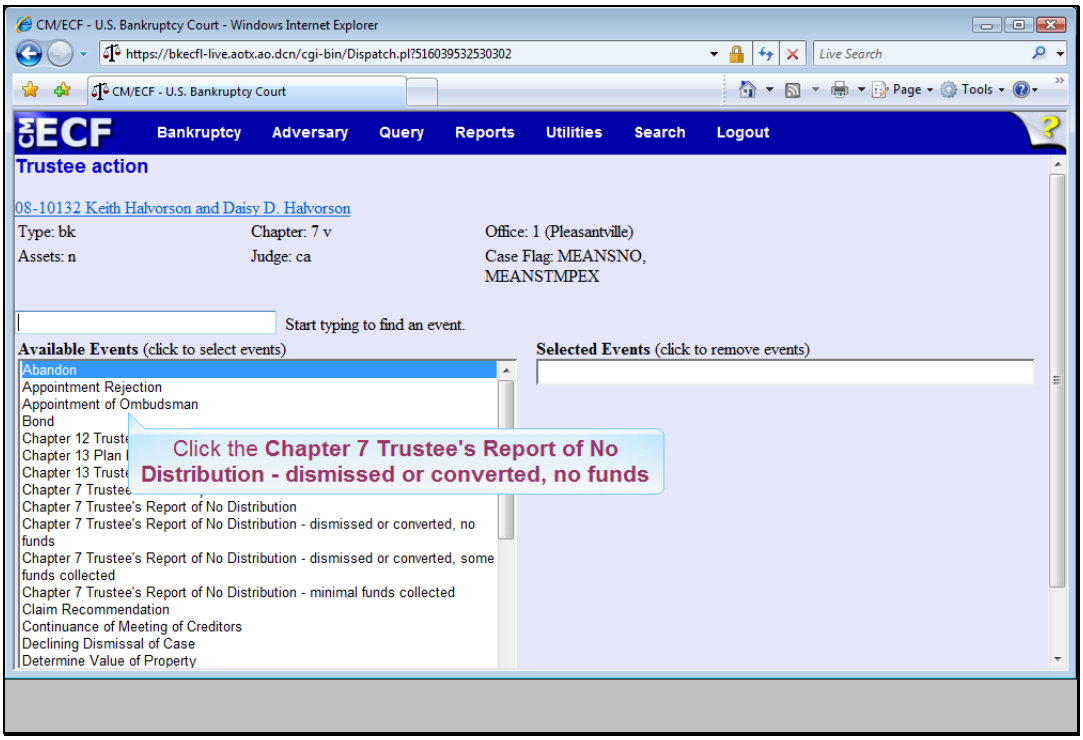


Slide 30
Slide notes:



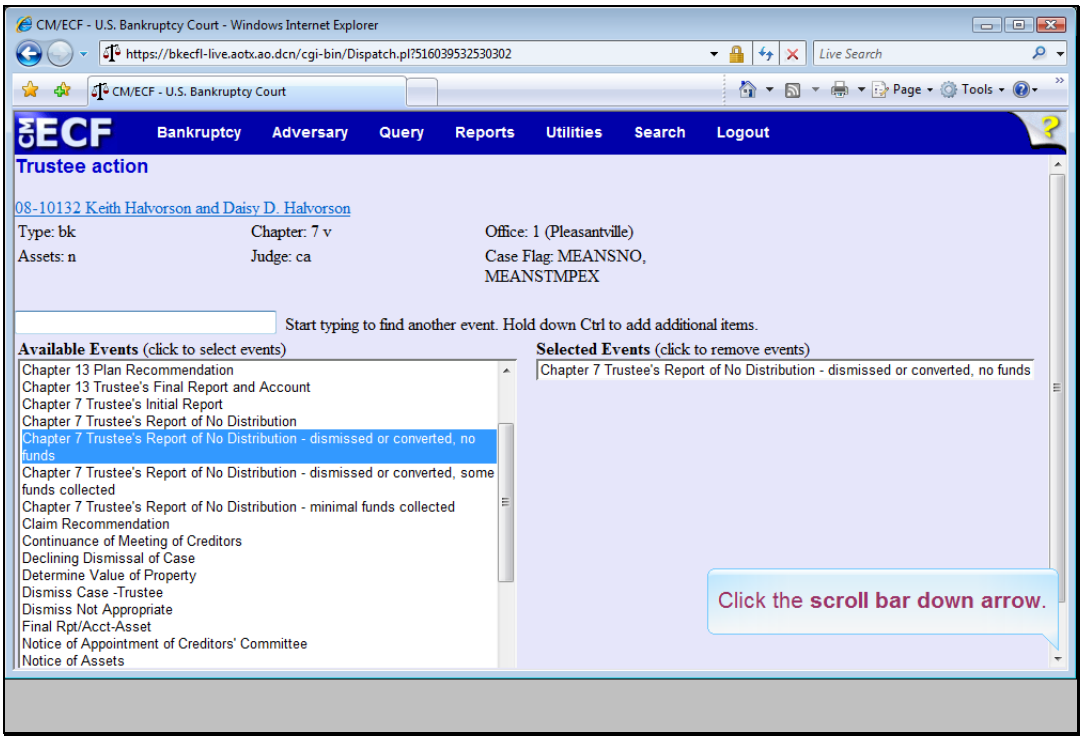
Slide 31

Slide notes: The case has been located. Click the Next button.



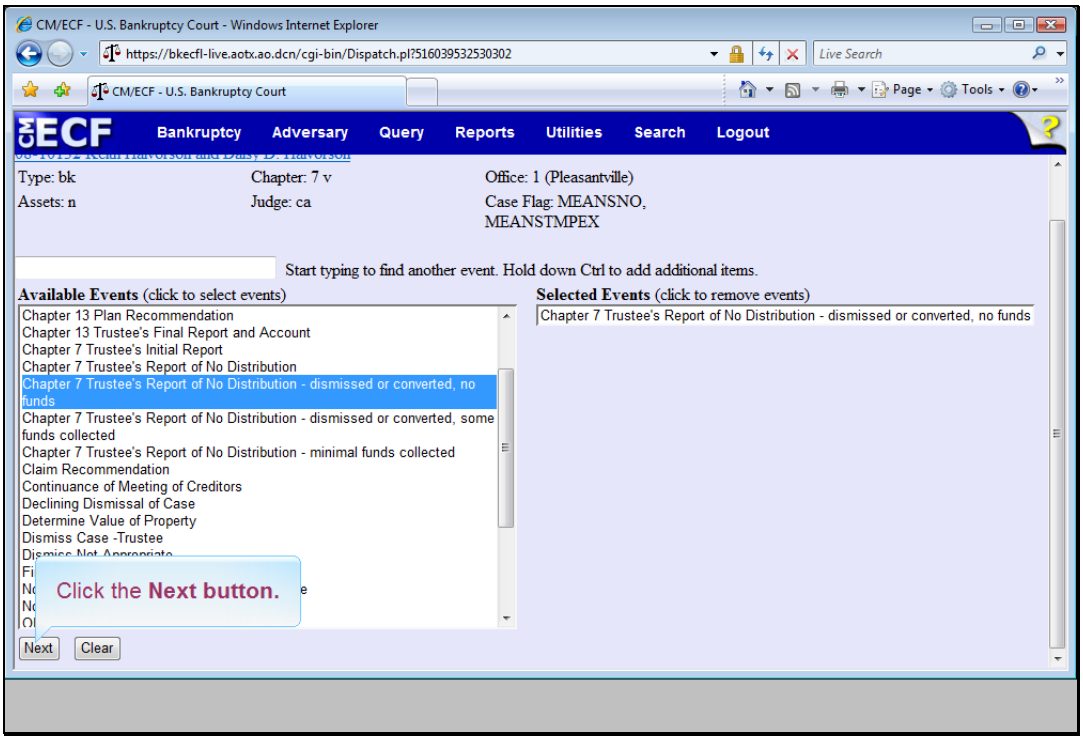
Slide 32

Slide notes: Notice that as we type the search clue Chapter 7, the available events containing these words appear. Click on the event Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds.



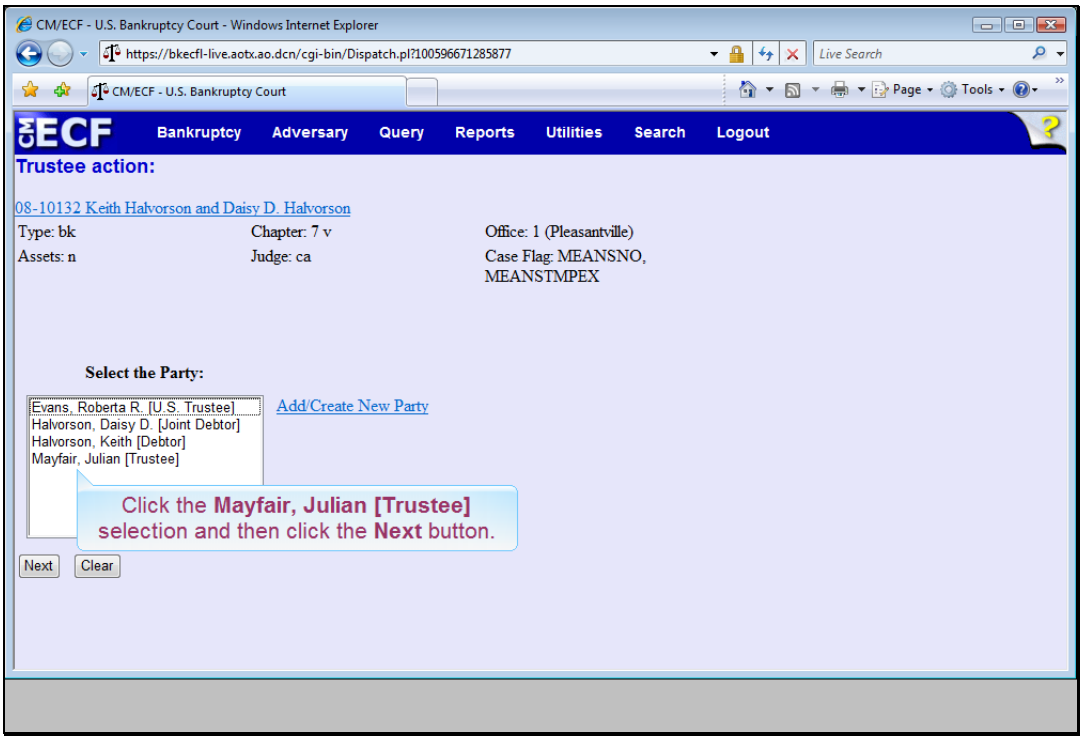
Slide 33

Slide notes: Now that our event is highlighted, click on the scroll bar down arrow to move to the bottom of this page.



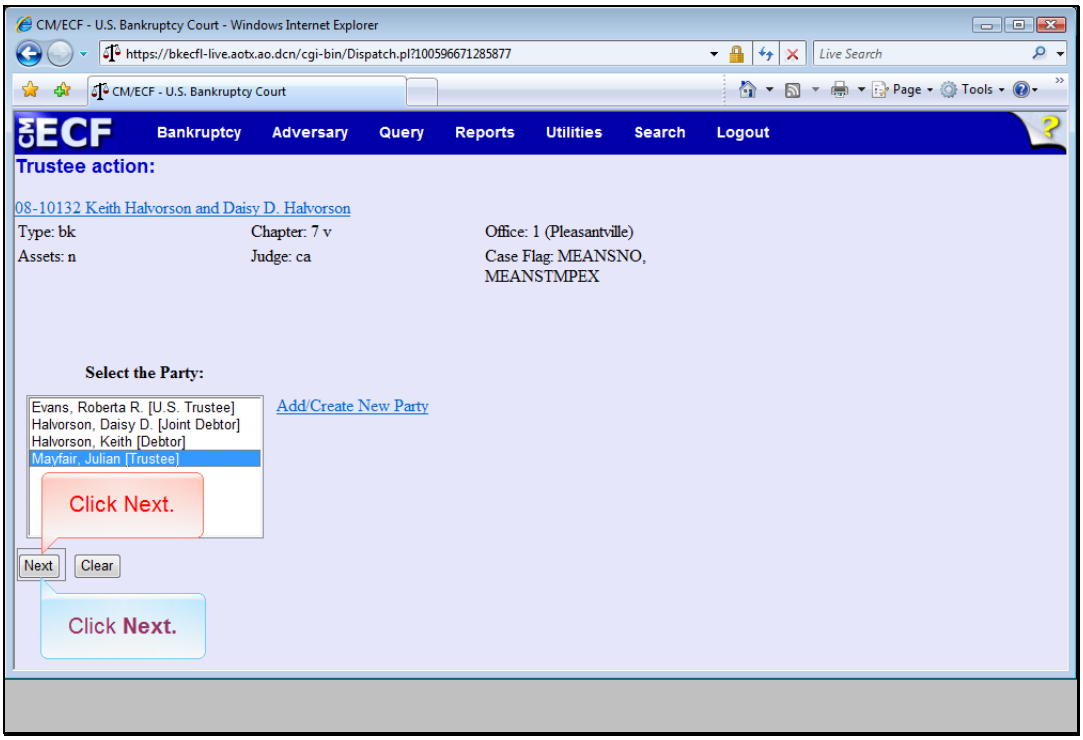
Slide 34

Slide notes: To continue, click the Next button.



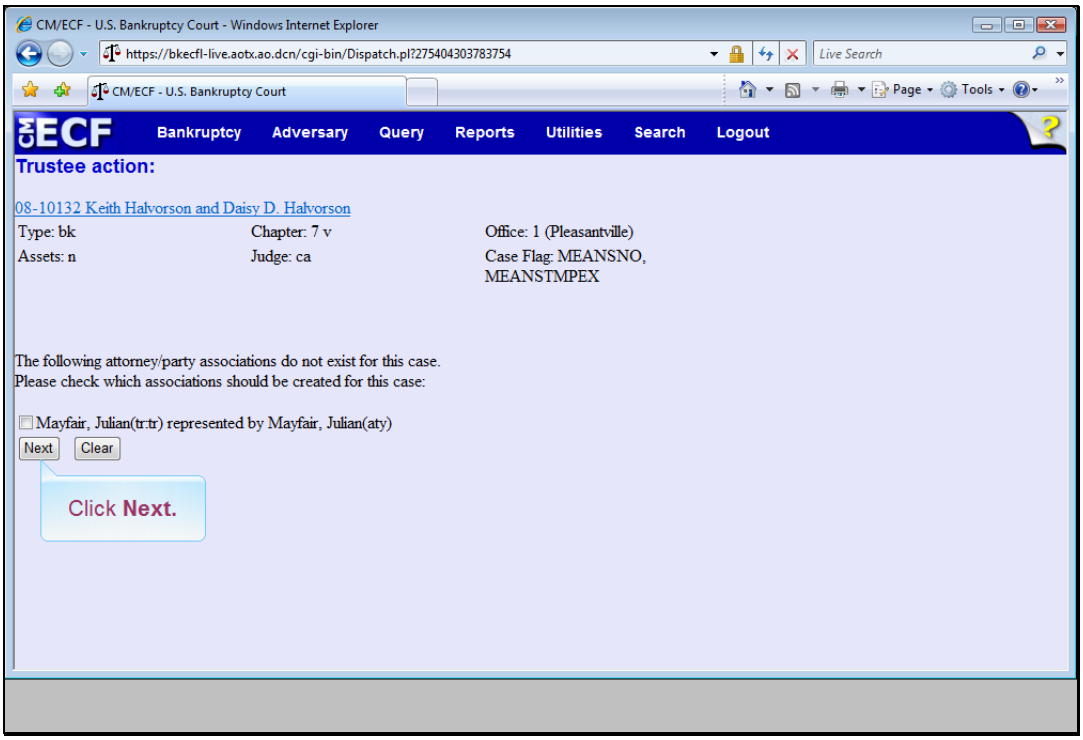
Slide 35

Slide notes: Since the trustee Julian Mayfair is filing this event, we will select him from the party list. Click the Mayfair, Julian [Trustee] selection and then click the Next button.



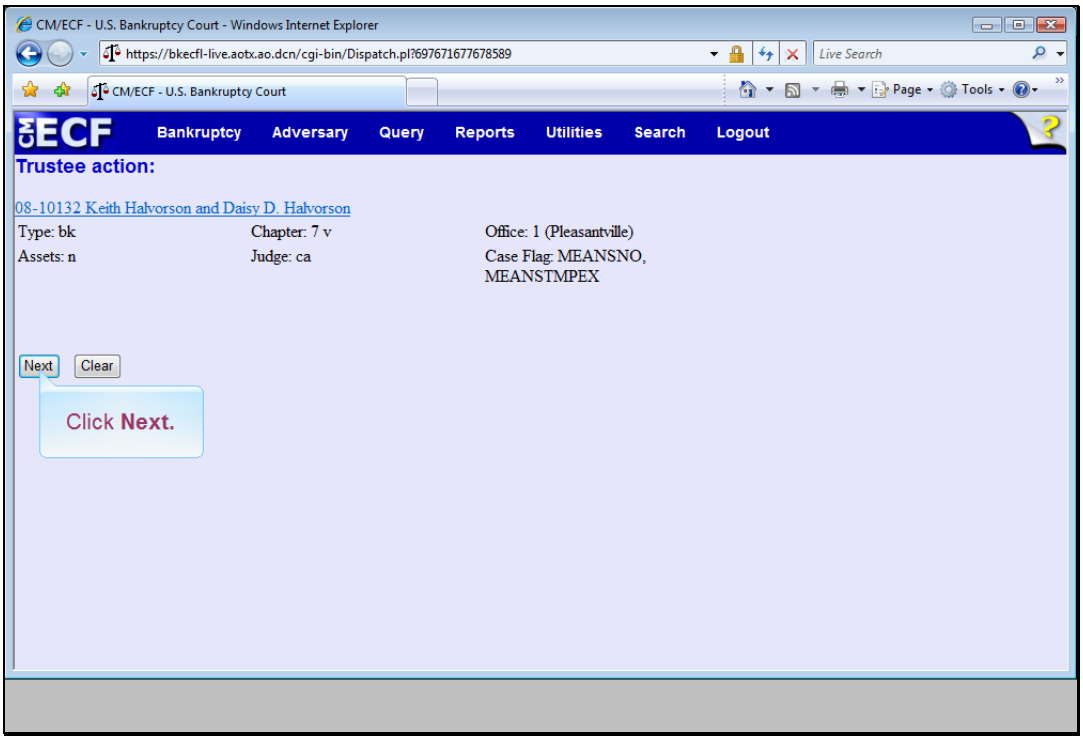
Slide 36

Slide notes: Click the Next button.

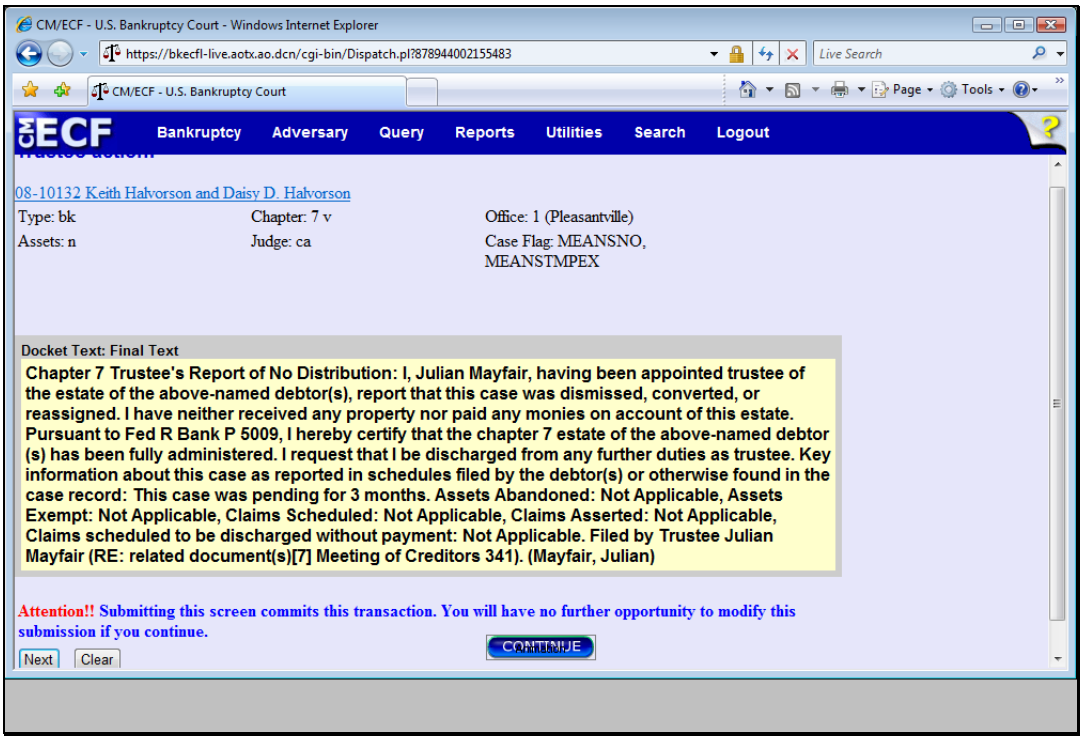


Slide 37

Slide notes: There is no attorney/party association for this event. Click the Next button.

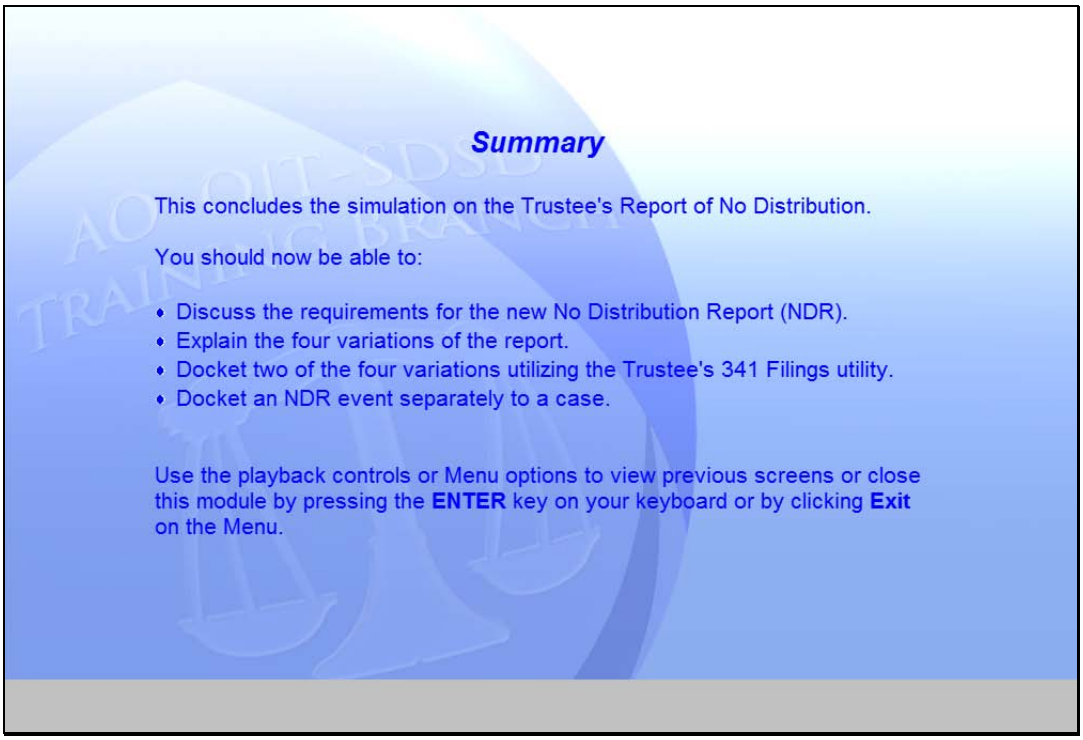


Slide 38
Slide notes: Again, click the Next button.



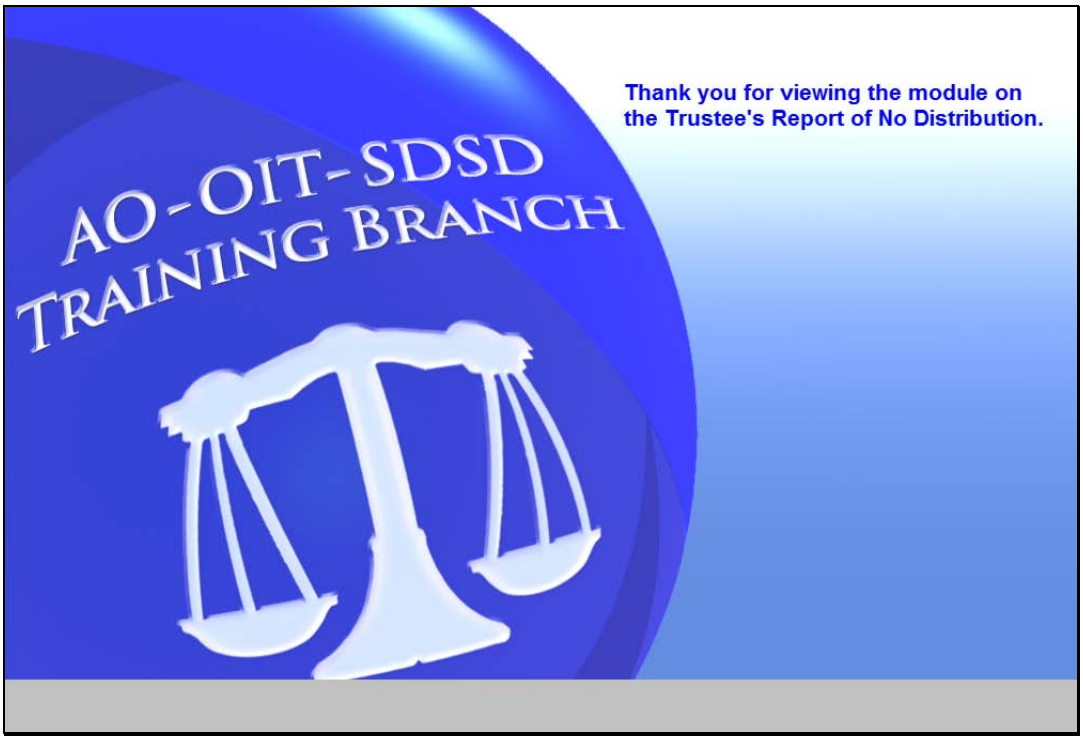
Slide 39

Slide notes: The NDR docket text report produced for this option appears. The number of months pending will be calculated from today's date less the file date of the case. Since this NDR is for a case which was dismissed, converted, or reassigned, all of the dollar amounts will show Not Applicable. Click Continue.



Summary

Slide notes: Please take a moment to read this Summary slide. You may use the playback controls or Menu options to view previous screens. To close this module, press the Enter key, or click Exit on the Menu.



Exit

Slide notes: Thank you for viewing the module on the Trustee's Report of No Distribution.