

**IN THE UNITED STATES BANKRUPTCY COURT
FOR THE WESTERN DISTRICT OF PENNSYLVANIA**

IN RE: :
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 Modification :
 of : Official and Local
 Forms : Bankruptcy Forms
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Notice Concerning Modification to Official and Local Bankruptcy Forms

At its September 2002 session, the Judicial Conference approved proposed amendments to the Federal Rules of Bankruptcy Procedure and the Official Bankruptcy Forms which will implement the Conference policy on privacy and public access to electronic court files. Barring Congressional action, these amendments will take effect December 1, 2003. Key changes include the following:

The bankruptcy petition, Official Form 1, will contain only the last four digits of individual debtors' Social Security numbers. (Federal Rule of Bankruptcy Procedure 1005 - Caption of Petition). When entering the information on the Party Information Screen in the Court's Case Management/Electronic Case Filing System (CM/ECF), the full Social Security Number will be entered. However, when viewing the party information in CM/ECF, the public will only see the last four digits (ex. XXX-XX-8888).

Amendments to Rule 1007 will require debtors to submit (not file) a verified statement containing the full nine-digit social security number. Federal Rule of Bankruptcy Procedure 1007 (f). In a voluntary case, the debtor shall submit the statement with the petition. The statement shall be submitted within 15 days of the date a petition is electronically filed with the Clerk using the Case Management/Electronic Case Filing System. Local Form No. 1, the Declaration re: Electronic Filing of Petition, Schedules & Statements, will be modified to include the debtor's social security number. Local Form No. 1 will be submitted in lieu of the Statement of Social Security Number (Official Form No. 21) in this district. This form will not be filed in the case or become part of the case file available to the public at the court or over the Internet. A copy of revised Local Form No. 1 (effective December 1, 2003) is available on the Court's Website at <http://www.pawb.uscourts.gov/announcements.htm>.

Rule 2002 will be amended to require the Clerk to include the debtor's full Social Security number in the copy of the section 341 meeting of creditors notice, Official Form 9, sent to creditors, the debtor, the trustee, and the United States trustee. The copy of the section 341 meeting notice included in the court case file, however, will contain only the last four digits of the Social Security number. (Federal Rule of Bankruptcy Procedure 2002 (a)(1)).

The debtor's Social Security number will no longer be displayed on the public docket report or

the case look-up in CM/ECF that is available on PACER or the public terminals in the Clerk's Office.

Official Form 10, Proof of Claim, will require a wage creditor to disclose only the last four digits of the creditor's Social Security number. Subtotals for unsecured, secured, and priority will be added to the box for the total amount of the claim and a box will be added to the proof of claim for unsecured nonpriority claims.

Official Form 16A, the full caption, will be amended to include only the last four digits of any debtor's Social Security number. Accordingly, subsequent notices (after the section 341 notice) will either include the last four digits or none, if Official Form 16B, the short caption is used.

Other Official Bankruptcy forms have also been modified to redact social security number information and personal identifiers. The proposed amendments can be viewed at <http://www.uscourts.gov/rules/index.html> (click on "Pending Rule Amendments Awaiting Final Action", then select "Amendments Submitted to the Judicial Conference (Sept. 2002)").

Filers are responsible for redacting Social Security numbers and other personal identifiers such as dates of birth, financial account numbers, and names of minor children in documents they file with the court.

Theodore S. Hopkins, Clerk
United States Bankruptcy Court