

February 24, 2004

## Press Release

### More Southern District Judges to Require Electronic Filing

The United States District Court for the Southern District of New York announced today that beginning March 1, 2004, 21 more District Judges will assign newly filed civil and criminal cases to the Electronic Case Filing (ECF) system (new ECF Judges indicated by asterisk below). They will join the 11 District Judges and all the Court's Magistrate-Judges who are already using the ECF system. The remaining Judges of the Court are expected to begin using the ECF system later this year.

#### ECF Judges:

Batts	Conner (WP)	Jones *	McMahon (WP)	Scheindlin *
Berman *	Cote *	Kaplan	Mukasey	Stein
Briant (WP)	Daniels *	Keenan *	Pauley *	Swain *
Buchwald *	Griesa *	Koeltl	Preska	Sweet
Casey *	Haight *	Leisure *	Pollack *	Wood *
Castel *	Hellerstein *	Lynch *	Rakoff *	& All
Chin *	Holwell *	Marrero	Robinson (WP)	Magistrate Judges

\* Judge will begin using ECF for new cases filed on or after March 1, 2004. (WP) = White Plains Judge.

### Prepare Now for Electronic Case Filing

To prepare to litigate ECF cases go to the Court's website, [www.nysd.uscourts.gov](http://www.nysd.uscourts.gov) and follow these steps:

- Attorneys should use the "[Attorney Registration](#)" page to register now on-line to be ECF Filing Users. **Early registration is essential; otherwise, there may be a lengthy delay in your receipt of a password.** Don't wait until you are facing a filing deadline. Only registered ECF users may file documents electronically.
- Click on the "[CM-ECF](#)" page to learn more about the system.
- Read the Court's new rules for electronic filing on the ECF "[Policies and Procedures](#)" page.
- Learn how to file documents electronically on the "[ECF Training](#)" page
- Use the "[Point of Contact](#)" (POC) page to register to be a POC between your firm and the Court. POC's will be the first to be notified by email of interruptions in service, system upgrades, and trouble shooting tips. You don't have to be an attorney to be a POC, and a firm may have more than one POC.
- Learn what computer hardware and software you will need to use ECF on the "[System Requirements](#)" page on the website.
- Sign up now for a SDNY PACER account if you don't already have one. Call PACER at (800) 676-6856, or go to <http://pacer.psc.uscourts.gov> You will need PACER to access ECF.