



MICHAEL B. DOWLING
Clerk of Court

UNITED STATES BANKRUPTCY COURT
DISTRICT OF HAWAII
1132 Bishop Street, Suite 250
Honolulu, Hawaii 96813
(808) 522-8100 | www.hib.uscourts.gov

DENISE BEAUCHEMIN
Chief Deputy Clerk

NOTICE REGARDING COURT OPERATIONS (3/30/2020)

Please note the following regarding court operations as of March 30, 2020.

CLERK'S OFFICE

1. **Hours & Staffing.** The Clerk's Office is closed to the public until further notice due to the COVID-19 pandemic. Most court staff are teleworking but should be available by email or phone during the hours of 8:30 AM - 4:00 PM. The main phone line is (808) 522-8100; other contact numbers are posted at the court website: www.hib.uscourts.gov. General inquiries may also be addressed to helpdesk@hib.uscourts.gov. Inquiries regarding hearings may be sent to calendar@hib.uscourts.gov.

2. **Filings.**
 - a. **Online Filings.** Documents may continue to be filed online using CM/ECF and may be viewed online using PACER. Fees may be paid online as usual with pay.gov.
 - b. **Paper Documents.** Papers may be submitted for filing via U.S. Mail, FedEx, UPS, or an alternate delivery service. Filing fee payments may be sent together with the documents but do not send cash.
 - c. **Drop Box.** Documents may also be submitted for filing by placing them in a tray located directly outside the court entry. This is available between 8:30 AM and 4:00 PM, when court security officers are available to observe the area. Do not leave any payments in this tray - separately mail the payment to the court.

- d. Filings Requiring Fees.** If not paid online in CM/ECF, payments must be sent separately. During the public health emergency, personal checks will be accepted in addition to money orders and cashier's checks. No cash.
- 3. Special Requests.** For requests for certified copies, audio recordings, etc., please contact the helpdesk. You may also contact the Clerk at (808) 522-8115 or michael_dowling@hib.uscourts.gov.
- 4. Debtor's Signatures.** By general order issued March 20, 2020, the court relaxed the requirement to obtain the debtor's original or "wet" signature on the petition, schedules and statements prior to the electronic filing of the petition. Because face-to-face meetings between attorneys and clients are discouraged, the debtor may be emailed the documents to review with the debtor's electronic signature on the documents emailed back to the attorney. The debtor must still complete an originally signed Declaration re: Electronic Filing but it is suggested that the debtor be instructed to sign and mail this form directly to the court rather than return it to the attorney. The order amending the local rule provision on signatures has been issued on an emergency basis and may be modified after further review.

HEARINGS AND TRIALS

- 1. Non-Evidentiary Hearings.** The courtroom is closed. All non-evidentiary hearings, scheduling and status conferences will be conducted telephonically, unless otherwise ordered in a specific case. Parties may participate in, and the media and the public may observe, a hearing by using the teleconference number and access code below.

- a. **Toll-free number:** **(866) 390-1828**
b. **Access code:** **3287676**

Please observe the following protocols:

- Call in 10 minutes before the hearing time to check in with the courtroom deputy.
- If the teleconference connection is poor at the onset, try switching between a cell phone and land line, and with the speaker function on or off.
- **Mute your phone** until your case is called and call from a quiet area.

- Do not place the call on “HOLD” - this may trigger background music.
 - When calling the case, the courtroom deputy generally will ask the moving party to note her or his appearance first.
 - Identify yourself on the record when speaking
 - Pro se parties may speak on their behalf; otherwise only attorneys should be speaking.
 - Do not interrupt the Judge or other parties - be courteous.
 - Audio recordings of hearings may be delayed in being uploaded in PACER, or may not be uploaded for some hearings.
 - Recording or broadcasting a telephonic hearing is prohibited.
2. **Trials and Evidentiary Hearings.** Trials and evidentiary hearings scheduled through May 3, 2020, will be rescheduled. The list of continued trials and hearings may be broadened. Parties will be notified of any scheduling changes.
3. **Deadlines.** With the exception of adjusting deadlines to file objections to discharge and complaints to determine dischargeability of a particular debt in cases where the section 341 meetings were rescheduled as telephonic meetings by the U.S. Trustee, the court has not ordered any blanket extension of deadlines. However, as always, the court carefully considers requests for extensions in specific cases.

CARES ACT PROVISIONS AFFECTING BANKRUPTCY

The **Coronavirus Aid, Relief, and Economic Security Act (CARES Act)** was signed into law on March 27, 2020. Certain provisions of the Act are bankruptcy related, including raising the eligibility limit for debtors in Small Business Reorganization Act (SBRA) cases under subchapter V of chapter 11, eliminating government coronavirus payments from certain income calculations, and allowing chapter 13 debtors with already confirmed plans to modify their plan for an extended period. Please review the CARES Act for details of these provisions and others.