

## CM/ECF OREGON PREPARES FOR VERSION 1 SOFTWARE

The U.S. District Court - District of Oregon has established March 1, 2004 as the date to convert to the national release, Version 1 of CM/ECF (Case Management/Electronic Case File) software. Oregon will be joining 32 U.S. District Courts currently operational on Version 1. Upgrading to the national release will provide many enhancements to civil case management functionality and include a new criminal case management component. The criminal component will allow the court to manage the entire criminal docket for the district including Magistrate and Petty Offense cases.

**Impact:** Initial impact on registered criminal practitioners will be limited to receiving e-mail notice of transactions made by court staff to criminal cases. The e-mail notices will indicate that a document was filed and will contain a hyperlink to the court's electronic docket as well as a hyperlink to the document. Initially the document will be a boiler plate .pdf file indicating that the document has been conventionally filed with the Clerk.

Transition to e-filing in criminal cases will be in three (3) phases.

- Phase 1            Aggressive drive to register criminal practitioners
- Phase 2            Begin posting court generated orders to the system and simultaneously discontinue paper notification to registered attorneys
- Phase 3            Begin examination of issues surrounding e-filing documents in criminal cases.

**Attorney Registration:** Attorneys practicing in the US District Court - Oregon who have not registered to receive e-mail notifications from the CM/ECF system are urged to do so.

"Except for good cause shown by letter to the Clerk indicating a lack of computer technology to access the Internet, attorneys admitted to practice pursuant to LR 83 are required to complete and mail to the clerk's office, the CM/ECF Attorney Registration form found at [www.ord.uscourts.gov/ecf/](http://www.ord.uscourts.gov/ecf/)". (See LR 100)

**Training:** An on-line Tutorial will be available in February demonstrating features of CM/ECF Version 1. Attorneys and their staff are encouraged to use this tutorial as a training and practice tool. A revised on-line User Manual will be available documenting the civil application and the new criminal application. The court does plan to schedule training for attorneys. Please watch our website for upcoming information. ([www.ord.uscourts.gov](http://www.ord.uscourts.gov))

**Additional Information:** It is recommended that criminal practitioners review the Judicial Conference Policy on Public Access to Electronic Case Files and associated articles at [www.privacy.uscourts.gov/](http://www.privacy.uscourts.gov/). It is also recommended that practitioners review LR 100 CM/ECF Electronic File System and new LR 3001 found on the court's website. General information about the CM/ECF Project can be found at [www.uscourts.gov/electaccrt.html](http://www.uscourts.gov/electaccrt.html). You may also contact Camile S. Hickman, Acting Chief Deputy Clerk, US District Court - Oregon or Laura M. Brennan, Deputy Director of Operational Services at [Camile\\_Hickman@ord.uscourts.gov](mailto:Camile_Hickman@ord.uscourts.gov) or [Laura\\_Brennan@ord.uscourts.gov](mailto:Laura_Brennan@ord.uscourts.gov).