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6 **UNITED STATES BANKRUPTCY COURT**  
7 **NORTHERN DISTRICT OF CALIFORNIA**

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9 In re:  
10 MATTERS PENDING IN THE NORTHERN  
11 DISTRICT OF CALIFORNIA

SEVENTH AMENDED GENERAL ORDER 38

12 **IN RE COVID-19 Public Health Emergency**

13 **WHEREAS** in March 2020, the United States Bankruptcy Court for the Northern  
14 District of California (the “Court”) closed its courtrooms and Clerk’s office in response to the  
15 COVID-19 pandemic;

16 **WHEREAS** while the Court believes that there is an ongoing need to keep its  
17 courtrooms closed, the Intake Counter at Clerk’s office locations in San Francisco, San Jose  
18 and Oakland will re-open to the public with limited hours of operation. The Santa Rosa  
19 location will remain closed until further notice;

20 **NOW THEREFORE**, the United States Bankruptcy Court for the Northern District of  
21 California issues the following Seventh Amended General Order 38, and **ORDERS** as  
22 follows:

23 1. Effective June 28, 2021, the Intake Counter at Clerk’s office locations in San  
24 Francisco, San Jose and Oakland will re-open to the public with limited hours of operation.  
25 The hours of operation are subject to change and may vary by location.

26 2. ECF Registered Participants must continue to file all documents electronically.  
27 All other parties may submit documents for filing by mail, electronically via the Court’s  
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1 website, in designated drop-box locations or at the Clerk's office Intake Counter during the  
2 posted hours of public operation. Filing fee payments (no cash) may be submitted  
3 electronically, by mail or drop-box, or at the Clerk's office Intake Counter during the posted  
4 hours of public operation.

5 3. Information regarding Clerk's office Intake Counter hours of public operation,  
6 the electronic submission of documents, mailing addresses and the location of drop-boxes  
7 is available on the Court's website home page under the banner "Court Operations during  
8 the COVID-19 Outbreak Information about Hearings, Filings, and Operations":  
9 <https://www.canb.uscourts.gov/content/page/court-operations-during-covid-19-outbreak>.

10 4. Absent express order of the presiding judge, no in-court trial or evidentiary  
11 hearing will be held. If the circumstances warrant, the presiding judge may conduct a trial  
12 or evidentiary hearing by video or other authorized means.

13 5. All counsel, parties and other interested persons who intend to appear on a  
14 calendared motion or application shall appear telephonically or, at the presiding judge's  
15 discretion, by video. Again, absent express order of the presiding judge, there will be no  
16 physical access to any courtroom. Instructions for appearing via AT&T (telephonic only) or  
17 Zoom (telephonic or video) can be found on each individual judge's calendar page on the  
18 Court's website: <https://www.canb.uscourts.gov/calendars/judges>. There is **NO COST** for  
19 these services.

20 6. **Recordation of any court hearing by any means is strictly prohibited.**  
21 Any person recording a court hearing shall be subject to sanctions, including but not limited  
22 to the loss of that person's right to use the above telephonic and video services.

23 7. Until further notice, parties do not need to submit chambers' copies.

24 8. Parties may continue matters that are set for hearing to future hearing dates  
25 that are consistent with this Order. Available hearing dates are posted on each judge's  
26 calendar page. Requests for continuances shall be made in a manner consistent with the  
27 presiding judge's requirements.  
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1 9. Unless otherwise ordered by the presiding judge, there is no change to all  
2 other scheduling procedures including, but not limited to, applications for injunctive relief,  
3 orders shortening time, and hearings on “First Day” Chapter 11 motions.

4 10. Unless otherwise ordered by the presiding judge, all notices of any motion or  
5 application filed with the Court and served on any party which sets a hearing date for the  
6 motion or application must state that the hearing will not be conducted in the presiding  
7 judge’s courtroom but instead will be conducted by telephone or video, and include the  
8 following language:

9 “All interested parties should consult the Bankruptcy Court’s website at  
10 [www.canb.uscourts.gov](http://www.canb.uscourts.gov) for information about Court operations during the  
11 COVID-19 pandemic. The Bankruptcy Court’s website provides information  
12 regarding how to arrange a telephonic or video appearance. If you have any  
13 questions regarding how to appear at a court hearing, you may contact the  
14 Bankruptcy Court by calling 888-821-7606 or by using the Live Chat feature on  
15 the Bankruptcy Court’s website.”

16 11. This Order supersedes any inconsistent information or direction in any  
17 standing order or notice related to the COVID-19 pandemic, and it replaces the Sixth  
18 Amended General Order 38.

19 **IT IS SO ORDERED.**

20 Dated: June 22, 2021

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23 Charles Novack  
24 Chief Bankruptcy Judge  
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