

The Middle District of Georgia Bankruptcy Court is pleased to announce the availability of access to Digital Audio for the convenience of our customers. This access will become effective on Monday, June 16<sup>th</sup>, 2014 for hearings before Judge Smith and Judge Carter in the Macon location only. For digital audio access on matters before Judge Laney, please check our website for updates. We are hopeful that access to Judge Laney's matters will begin in July, 2014. Also, we hope to offer this service in our circuit locations (Athens, Albany and Valdosta) by summer's end.

The recording system in the courtroom is ultra sensitive. Whether at a counsel table or even in the audience, all conversations will be recorded by the system. If you must speak confidentially with a client and/or colleague, you may wish to leave the courtroom to avoid having the conversation recorded.

All audio files, regardless of content, will be uploaded to the Court's CM/ECF dockets, unless otherwise directed in individual cases at the discretion of the presiding judge. Rule 9037 of the Federal Rules of Bankruptcy Procedure restricts the publication of certain personal data in documents filed with the Court. If information subject to Rule 9037 is inadvertently stated on the record, it may become available in the audio files posted to the internet. The best practice for counsel is to avoid introducing personal data and other sensitive information into the record, unless necessary to prove an element of the case. The Clerk's Office staff and chambers' staff cannot redact personal identifiers from audio files before they are placed in CM/ECF.

**IMPORTANT: It is the responsibility of counsel to notify the judicial officer during or prior to the hearing of their desire to restrict audio from the Internet. The judicial officer shall make the final determination whether or not to grant the attorney's request.**

Additionally, counsel are asked to make sure that private communications with co-counsel or clients take place away from the microphones so the exchange is not inadvertently recorded and thereby made public.

***\*\*The audio files will be available for access and download by the end of the next business day following the hearing.\*\****

***The current charge for electronic access to an audio file of a court hearing via PACER is \$2.40 per audio file.***

#### INSTRUCTIONS FOR ACCESSING DIGITAL AUDIO

Step 1: Audio files are designated on the docket with a small speaker icon next to the entry. Click on the docket number entry to open the hyperlink associated with the docket entry.

Step 2: Click on the paper clip located at the lower left of the page to access the digital audio file.

Step 3: Double-click on the audio file to open and listen to the proceeding. Media Player software must be installed in order to listen to the audio. The audio is in MP3 format.