

United States Bankruptcy Court  
Southern District of New York  
Manhattan Division  
One Bowling Green  
New York, NY 10004-1408

ORIGINAL

(020000)

NOTICE OF ELECTRONIC FILING PROCEDURE

Case Name: WorldCom, Inc., et al.

Case Number: 02-13533 (AJG) Date Commenced: July 21, 2002

These cases will be docketed exclusively on the court's Electronic Case Filing System. The System can be accessed via the Internet using a login and password obtained from the PACER Service Center at 1-800-676-6856. To file documents, an attorney login and password obtained from the Court are needed. In compliance with Federal Rule of Civil Procedure Rule 11 and in accordance with Local Bankruptcy Rule 9011-1, the attorney's password shall constitute the signature of the attorney; therefore security of a password issued to an attorney is the responsibility of that attorney. An original signed copy of the filing shall be maintained in the attorney's files. A chamber's copy of all filed documents is required and all parties with legal representation must file documents in accordance with the following:

1. The requirements for filing, viewing and retrieving case documents are: A personal computer running any standard Windows platform; an Internet provider, Netscape Navigator and Adobe Exchange software to convert documents from a word processor format to a portable document format (PDF). The URL address is [www.nysb.uscourts.gov](http://www.nysb.uscourts.gov) and a password is needed to access this system. If you are unable to comply with this requirement, then
2. You must submit documents on a diskette using PDF format. The Adobe software will provide this format. Further instruction may be found in the Adobe manual. Use a separate diskette for each filing. Submit the diskette in an envelope with the case name, case number, type and title of document, and the file name on the outside of the envelope. If you are unable to comply with this requirement, or requirement number 1, then
3. You must submit your documents on a diskette using one of the following formats: Word, Wordperfect, or DOS text (ASCII). If you are unable to comply with this requirement, or requirements 1 or 2, then
4. You must submit an affidavit of your inability to file in either of the above formats. You may then file conventionally on unstapled, unbound, single-sided paper. Include your affidavit with your filing.

\* DO NOT SUBMIT CLAIMS THROUGH THE COURT'S ELECTRONIC FILING SYSTEM AT THIS TIME.

For assistance call (212) 668-2870 ext. 3522 or to schedule training, call ext. 3580, Monday – Friday, 8:30 a.m. – 5:00 p.m.

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Dated: October 9, 2002

Kathleen Farrell, Clerk of Court

DOCUMENT NUMBER-DATE

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FPSC-COMMISSION CLERK

*[Handwritten initials]*