

UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF OHIO

FILED  
U.S. BANKRUPTCY COURT  
2016 DEC 16 AM 8:47  
NORTHERN DISTRICT OF OHIO  
Youngstown

IN RE: \*  
\*  
\* HONORABLE KAY WOODS \*  
\*  
DELEGATION OF AUTHORITY TO \*  
SIGN AND ENTER CERTAIN ORDERS \* ADMINISTRATIVE ORDER \*  
\* NO. 16-03 \*  
\*  
\*

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The following order is effective as of January 1, 2017.

In the interests of judicial economy and the prompt governance and disposition of uncontested matters, the Clerk of the Bankruptcy Court may, through the use of regularly appointed deputies, prepare, sign and enter orders as specified below without submission to Judge Kay Woods, unless otherwise directed. Administrative Order No. 14-06, which previously governed this delegation, is superseded and replaced effective January 1, 2017.

The Clerk's action authorized by this order shall be accomplished by the affixing to such orders of the following language:

**ENTERED PURSUANT TO ADMINISTRATIVE ORDER  
NO. 16-03: TERESA UNDERWOOD, CLERK OF COURT**


**BY: \_\_\_\_\_  
Deputy Clerk**

The Court hereby delegates authority to the Clerk to sign orders, as follows:

1. Payroll deduction orders in chapter 13 cases.

2. Orders to appear and show cause why a case should not be dismissed for a debtor's failure to: (i) appear at a meeting of creditors; (ii) file documents pursuant to 11 U.S.C. § 521(a)(1) and (b); (iii) pay fees; (iv) file a chapter 13 plan; (v) appear for a scheduled hearing on an amended chapter 13 plan; or (vi) file the declaration regarding a debtor's social security number.
3. Orders to appear and show cause regarding a debtor's failure to file the certification of completion of the course in personal financial management.
4. The Court's standard Adversary Case Management Initial Order.
5. Orders releasing an employer and/or a debtor from making further payments in chapter 13 cases.

**IT IS SO ORDERED.**

  
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KAY WOODS  
UNITED STATES BANKRUPTCY JUDGE