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29.07.2020



(Through e-mail)

From

Registrar General,  
High Court of Judicature at  
Allahabad

To

All the District Judges  
Subordinate to High Court of Judicature at  
Allahabad.

Letter No. 1298 /LXXXVII-CPC/e-Courts/Allahabad/Dated: 28 July 2020

Subject: Mechanism for opening of Courts during the period of  
Lockdown & thereafter.

Sir/Madam,

I am directed by the Hon'ble Court to communicate the guidelines in respect of District & Outlying Courts declared as containment zones or are closed under para 14 or under para 15 of the guidelines issued vide letter no. 1117/LXXXVII-CPC/e-Courts/Allahabad dated 03.06.2020, as mentioned below :

1. The following Parent Courts and Courts dealing with Special Jurisdiction shall take up the matters through the video conferencing as detailed below:
  - a) Sessions Judge
  - b) Courts dealing with Special Jurisdiction.
  - c) Chief Judicial Magistrate
  - d) Civil Judge (S.D)
  - e) Civil Judge (J.D)
2. During the above period, the Judicial Officer shall undertake (wherever possible), the following nature of matters:
  - a) Pending/Fresh Bail.
  - b) Pending and Fresh Anticipatory Bail.
  - c) Disposal of Misc. urgent Criminal Applications.
  - d) Disposal of urgent Civil Applications such as Injunction matters.
  - e) The Judicial work/Remand in respect of under trial Prisoner.
  - f) Any other nature of matter, which the District Judge considers it appropriate.

3. A dedicated email of District Court shall be created and details of the same may be published on the website of District Court. The above email may be used for receiving the Bail/Anticipatory Bail Applications or other urgent applications.
4. Such application sent by the Learned Counsels through email shall contain the details of advocate/Litigants including his mobile number, email.id.
5. The Computer Section shall download such applications received through email and necessary list shall be generated.
6. The Computer Section shall also ensure that all such applications shall be registered in CIS, on the first possible opportunity. The defects, if any, may be informed on the same day to Counsel concerned.
7. Such matters which are defect free may be listed in the Cause list (CIS generated) after 48 hours or as stipulated under the provisions of law.
8. Only the above urgent application shall be listed in the CIS Cause list, rest cases may be given general dates.
9. Services of the System Officers/System Assistants/DSAs or other Staff may be taken for updating the cases in CIS and Court proceedings through Video-Conferencing.
10. Copy of such Bail/Anticipatory Bail applications be provided to the Prosecution/DGC. A mechanism may be devised locally for communicating with them. The time to file response by Prosecution will be as per provisions.
11. A dedicated helpline for assisting the advocates/Litigants mentioning the Landline/Mobile Numbers shall be published on the District Court website and circulated for any information regarding the mechanism of listing of cases in cause list and time slot etc. They shall also inform about the functioning of eCourts app for the status/listing of case so that the awareness of the above facility is increased. Mechanism for connecting through VC shall also be shared by the dedicated Court Staff to the concerned stakeholders.
12. The discussions shall be made with the Office bearer of Bar Association for the mechanism/modalities regarding functioning of Courts.

### Court proceedings through Video-conferencing

13. Necessary application received through email or the pending records/ application be provided to such Judicial Officer conducting Court proceeding through Video conferencing from residential Office.
14. The JITSI Video-conferencing software may be used for conducting court proceedings.
15. The link may be shared with the Learned Counsels/ Prosecution by the Judicial Officer concerned for conducting the Court proceedings. The Learned Counsels and prosecution may join for court proceedings through Video conferencing (as per the link provided by the concerned Judicial Officer) from any place other than the Court Complex as per the time slot provided for the purpose.
16. Local mechanism may be developed in regard to disposal of application, passing/uploading of orders, accepting bail bonds, release order etc.
- ✓ 17. Necessary coordination may be made with the Prosecution and the Jail authorities for the Judicial Work.
18. All the legal provisions be strictly complied with, while deciding applications/cases, as mentioned above.
- ✓ 19. Services of one or two Judicial Officers identified/nominated for the conduct of the Judicial work/Remand in respect of under-trial Prisoner may be used for the verification of the Bail Bonds, release order, as per the discretion and mechanism locally developed by the District Judge.
- ✓ 20. Services of minimal Court Staff shall be taken for conducting of Court proceedings through the Video Conferencing.
21. Entire information in regard to the mechanism may be posted on local website of District Courts and circulated through media.
- ✓ 22. Such Judicial Officer(s) who are residing in containment zone shall not be assigned any Judicial Work.
23. The guidelines issued by the Central/State Government issued from time to time shall be strictly adhered to.
- ✓ 24. It is clarified that the entry of the Learned Counsel/Litigant in the Court Complex shall be strictly prohibited.

- 25. In case of any issues regarding the conduct of Court proceedings through the Video-Conferencing, the CPC shall render all possible assistance.
  - 26. All the District Judges shall ensure that the daily report is submitted to the Office of CPC on daily basis.
  - 27. The above modalities shall be applicable for such Courts (including tribunals) subordinate to the High Court of Judicature at Allahabad, which are closed under para 14 (containment zone) or under para 15 of the guidelines for opening the Courts issued vide letter no. 1117/LXXXVII-CPC/e-Courts/Allahabad dated 03.06.2020.
- It is, therefore, requested to ensure compliance accordingly.

With regards,

Yours faithfully,  
*(Signature)*  
 28/7/20  
 (Registrar General)

**Copy forwarded to:-**

- 1. The Chief Secretary, Government of U.P., Lucknow.
- 2. The Principal Secretary (Law) & L.R., Government of U.P., Lucknow
- 3. Senior Registrar, High Court, Lucknow Bench
- 4. Joint Registrar (J) (Computer), High Court Allahabad

*Seen,  
 Circulate among all the Courts, including MACT and Outlying Court at Faizabad for strict compliance. Nodal officer computer and the System officer/System officer generate necessary e-mail id. and helpline numbers as directed by the Hon'ble Court. C.I.M. Bahabanki to nominate two Judicial officer in compliance to direction at para 19. Copy be sent to D.M./SP./C.M.O and Suptd District Jail Bahabanki, Copy to District BAR Association Bahabanki. Copy to D.I.C. for necessary publication. Their guidelines be posted on the website of the District Court for strict compliance by all the stake holder.*

*(Signature)*  
 28/7/20

*System officer to order  
 strictly comply the Court & Hon'ble  
 District Judge Bahabanki.  
 29/07/2020.*