

HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

Roc.No.192/SO/2020

Dated 22.04.2021

CIRCULAR

In order to have effective containment and control over spread of Corona Virus (COVID-19), the High Court has taken a decision, to issue the following instructions relating to attendance of the staff working in all the District and Subordinate Courts, all Tribunals and Labour Court working under the Control of the High Court of Andhra Pradesh and Legal Services Institutions in the District Units.

- i. 50% of the staff members of the Subordinate Courts, including the Tribunals and Labour Courts working under the control of the High Court and Legal Services Institutions in the District Units, shall attend their duties on alternate days and those staff availing off on the turn basis shall be available in the station for attending any work assigned by the Judicial Officer of the Court concerned to meet the exigencies of the work for proper functioning of the Court.
- ii. The staff members availing off on turn basis shall respond to the phone call and be available to attend the duties as and when directed and shall not leave the headquarters without prior permission.
- iii. The Judicial Officers shall ensure proper functioning of the Court and Covid protocols issued by the Central and State Governments and the High Court from time to time regarding sanitization, wearing mask, maintaining physical distance, etc., are strictly followed by all the stake holders.

These instructions shall come into force with effect from 23.04.2021 and shall remain in force until further orders.



REGISTRAR GENERAL

To

- 1) The Prl. Secretary to the Hon'ble the Chief Justice (with a request to place the circular before the Hon'ble the Chief Justice for His Lordship's kind perusal)
- 2) All the P.Ss to the Hon'ble Judges (with a request to place the circular before the Hon'ble Judges for their Lordships' kind perusal).
- 3) All the Registrars, High Court of Andhra Pradesh.
- 4) The Registrar (IT-cum-Central Project Coordinator), High Court of Andhra Pradesh [with a request to instruct the concerned to place the same in High Court's website]
- 5) All the Unit Heads in the State of Andhra Pradesh (with a request to communicate the circular to all the Judicial Officers working their unit and staff under their control)
- 6) The Member Secretary, A.P. State Legal Services Authority, High Court Building, Amaravati.
- 7) The Secretary, High Court Legal Service Committee, High Court Building, Amaravati.
- 8) The Chairman, A.P.VAT Appellate Tribunal, at Visakhapatnam.
- 9) The Special Judge for trial of CBI Cases, Visakhapatnam.
- 10) The Presiding Officer, Labour Court, Anantapuramu, Guntur and Visakhapatnam.
- 11) SPARE.

PRL. DISTRICT COURT : WEST GODAVARI : ELURU : DT. 22.04.2021

Communicated to all the Judicial Officers working in the Unit of West Godavari, including the Secretary, D.L.S.A., W.G., Eluru, through **emails** of the Officers and also placed the same in District Court's website i.e., <http://districts.ecourts.gov.in/westgodavari>, with a request to follow the Circular instructions of the Hon'ble High Court, scrupulously.

The Presiding Officers are further requested to depute their staff members to attend duties on turn basis, alternative days for every week and submit copy of proceedings to the District Court.


PRL. DISTRICT JUDGE,
W.G., ELURU. 22/4

Copy to :

The Senior Superintendents, Accounts Section, Central Nazareth and the Superintendents, Copyist Establishment, Record Room, P.Tr. and Bench Clerks Section, District Court, West Godavari, Eluru, for necessary action.

The Incharge System Officer, Principal District Court, Eluru, with a direction to upload the same in the official website of District Court and also send **emails** to all the Courts.

DIB No 2042
DATE 22/4/21