

OFFICIAL MEMORANDUM OF THE PRINCIPAL DISTRICT JUDGE,
ERODE

D.No. 5471

Dated : 16.07.2021

Sub: Courts and Judges – COVID-19 Pandemic – Functioning of Subordinate Court in the State of Tamil Nadu and Union Territory of Puducherry – Directions/Instructions issued.

Ref: Official Memorandum of the hon'ble Madras High Court in ROC.No.41440-A/2021/C3 Dated 15.07.2021.

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Pursuant to the recent official memorandum of the hon'ble Madras High Court cited in the reference, the following directions/instructions are hereby issued with effect from 19.07.2021 until further orders.

1. that in daily/regular cause list, only those cases which are ready for trial/enquiry and which remain parted be called and taken, permitting only the litigants, the advocates, the registered advocate clerks and the witnesses to appear before the court,
2. that the first appearance cases and the cases with the directions of all the superior courts also be called and taken along with the cases so called and taken everyday,
3. that the maximum number of the advocates in a court hall at a time shall be 8 (eight),
4. that the cases where compromise/settlements are to be reported, and the cases intended to be not pressed be taken on the day on which they stand posted, on the representation of the counsels concerned but after the calling work is over,
5. that the advocates, on due application, be permitted to appear through virtual mode,
6. (a) that the documents relating to the sureties be directed to be filed in the morning itself for verification, and the sureties, if the documents are found correct, be directed to appear before the court only at 3.00 p.m everyday,

(b) that the admission cases in criminal matters be taken from 2.00 p.m. to 3.00 p.m., provided the records be filed in the morning itself for verification,

7. that the entry of litigants, accused and witnesses be regulated with the authorization (letter) of the advocates concerned and the SHO concerned, and the litigants appearing in person be permitted to appear by showing the cause list in any mode,

8. that the entry of third persons accompanying with the litigants, the accused, the witnesses and the advocates be strictly prohibited,

9. that the drop box system be continued, extending its presence **everyday** till 12.30 p.m. and except the emergent matters/papers, all other papers including bail papers be filed only in the drop box,

10. that the courts in Erode District shall function with 100% of staff strength,

11. that the advocates, the registered advocate clerks, the litigants and the witnesses be required not to remain in the court campus after the completion of the purpose of their entry into the court campus,

12. that the Advocate/Bar Associations in Erode District shall remain opened only for 4 hours, **from 10.00 am to 02.00 pm**, on Saturday, if holiday, only for the purpose of sanitization and of getting access to the papers and thereafter, the court complex shall be closed,

13. that all other directions, which are in existence, concerning the COVID – 19 protocol be continued and

14. that the Standard Operating Procedure be implemented strictly and be monitored by the Judicial Officers concerned.

Sd/-(B.Murugesan)
Principal District Judge
Erode

//True Copy//Forwarded//By Order//

R. Sankar
Chief Administrative Officer,
Principal District Court, Erode

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To

1. All the Judicial Officers in Erode District
2. The Public Prosecutor/Additional Public Prosecutors, Erode District
3. The Government Pleader, Erode District
4. The Special/Assistant Public Prosecutors, Erode District
5. The System Analyst, Principal District Court, Erode
6. The B Section, Central Nazir, Copyist Superintendent, Principal District Court, Erode
7. The President/Secretary, Bar Association, Erode, Gobichettipalayam, Bhavani, Perundurai, Kodumudi and Sathyamangalam.
8. The President/Secretary, Advocates' Association, Erode,
9. The President/Secretary, Advocates' Clerks Association, Erode, Gobichettipalayam, Bhavani, Perundurai, Kodumudi and Sathyamangalam.

R.O.C.NO. 41440-A/2021/C3



*Communicate
to all the
Courts in
16/7/21*

OFFICIAL MEMORANDUM

Sub: Courts & Judges – COVID-19 Pandemic – Functioning of Subordinate Courts in the State of Tamil Nadu and Union Territory of Puducherry w.e.f. 19.07.2021 – Directions issued.

Ref: High Court's Official Memorandum in R.O.C.No.41440-A/2021/C3, dated 26.04.2021, 17.05.2021, 28.05.2021, 10.06.2021, 22.06.2021 and 02.07.2021.

In furtherance to the Official Memorandum dated 02.07.2021 cited, as ordered, the following directions are issued regarding functioning of the Subordinate Courts in the State of Tamil Nadu and Union Territory of Puducherry w.e.f.19.07.2021:

1. Hearing of cases may be taken up through Physical / Virtual / Hybrid mode, by observing COVID-19 safety protocol such as wearing of mask, maintaining social distancing, etc.
2. The Principal District Judges / District Judges in the State of Tamil Nadu and the Chief Judge, Puducherry, shall take all required steps for normal functioning of all subordinate Courts in their respective Districts / Units, subject to strict adherence of abovesaid COVID-19 safety protocol, by all concerned.
3. Examination of witnesses on physical mode may be resumed.
4. The Principal District Judges / District Judges shall ensure that Advocates are present in the Courts only for their respective cases and they leave the

16/7/21

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Court Manager*

Court Halls / Premises immediately after conclusion of hearing of the case, to avoid overcrowding.

5. Presence of Advocates in the Court Hall at a time may not exceed 8 in number. Advocates may also be requested to avoid unnecessary entry and gathering in the Court Complex and to maintain social distancing and to follow other COVID-19 safety protocol.
6. Bar Associations, Association Libraries and canteens etc., shall remain closed until further orders. However, to sanitise and to provide access for the Lawyers, the Bar Associations may be opened for four hours on Saturdays.
7. 100% Staff may be permitted to work, by strictly observing aforesaid COVID-19 safety protocol. However, the Principal District Judges/District Judges may dispense with the attendance of any staff not immediately necessary.
8. The Principal District Judges/Principal Judge/District Judges of the District concerned and the Chief Judge, UT of Puducherry should make all arrangements for the smooth functioning of Courts, without compromising on the COVID-19 safety protocol.


HIGH COURT, MADRAS

DATE: 15-07-2021

Sd/-P.DHANABAL

REGISTRAR GENERAL

//True copy / Forwarded / By order//


Sub.Asst. Registrar (Admn.II)

To:

1. All the Hon'ble Judges (For information)
2. All the Registrars, High Court, Madras and Madurai Bench of Madras High Court, Madurai.

3. All the Principal District Judges /District Judges /District Judge –cum- Chief Judicial Magistrate.
4. The Principal Judge, City Civil Court, Chennai.
5. The Chief Judge, Court of Small Causes, Chennai.
6. All the Chief Judicial Magistrates.
7. The Chief Metropolitan Magistrate, Egmore, Chennai.
8. The Chief Judge, Puducherry.

(All the Principal District Judges/ Chief Judicial Magistrates/ Head of Units are requested to communicate this Official Memorandum to all the Judicial Officers functioning in their respective District/Unit)

Copy to:

The Record Keeper, A.D. Records, High Court, Madras.

+ Spare copies