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High Court of Judicature at Allahabad

Functioning of High Court during COVID-19

MODALITIES & ARRANGEMENT

[02nd April, 2021]

Keeping in view growing number of COVID-19 Cases, the Modalities & Arrangement as per following details will be effective w.e.f. 03.04.2021 to 09.04.2021 -

1. The High Court will function with minimum strength and till further orders, only the special Benches constituted shall remain operational.
2. The wearing of face-mask will be mandatory for entry in the High Court Premises.
3. The Hon'ble Judges and their supporting staff (Private Secretary, Bench Secretary, Peon etc.) in minimum required number will attend the High Court.
4. The sections of the Court will be opened as per the instructions issued by the Registrar General.
5. The Learned Advocates w.e.f. 03.04.2021 will file their Cases / Documents / Petitions / Applications in E-mode or in physical form, in the Stamp Reporting Section and the Application Section which will function at Counters as per following details -

Sl. No.	Particulars	Location of Counter
01.	Fresh files of Civil Cases will be received.	Gate Pass Section, adjacent to Polo Ground.
02.	Fresh files of Criminal Cases will be received.	Litigant Shed, Gate Pass Section, adjacent to Polo Ground.
03.	Misc. Applications, Counter Affidavits, Rejoinder Affidavits, Vakalatnama and other misc. documents will be received.	Litigant Shed, Gate Pass Section, adjacent to Polo Ground.

6. There is no need to file Urgency Application with regard to the matters pertaining to Criminal Misc. Bail Applications, Anticipatory Bail, Criminal Appeal U/s 14 A (2) S.C. / S.T., Habeas Corpus Writ Petition, Writ Matters pertaining to Arrest / Stay of Arrest either in fresh cases or filed cases. The aforesaid cases shall be placed before the Hon'ble Court as usual. However, in all other matters

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(fresh as well as filed), Urgency Application will be filed and these matters shall be placed before the Hon'ble Court only after the Urgency Application is allowed by the Special Benches constituted. Urgency Applications at Allahabad may be filed either physically or through e-mail on the following e-mail IDs -

(a)	Civil Matters	urgentlisting_allahabad_civil@allahabadhighcourt.in
(b)	Criminal Matters	urgentlisting_allahabad_criminal@allahabadhighcourt.in

The person submitting Urgency Application shall provide his / her name, mobile number & e-mail ID along with relevant case details (i.e. Parties' Name, Nature of Case, Case Number, Year, etc.) in the said Urgency Application. The Urgency Applications, so received, shall be placed before the Special Benches constituted for hearing of urgent matters along with records, if any, for deciding urgency and hearing, if required.

7. In all such matters where petition has been filed in hard copies, and an application, Counter Affidavit etc. is required to be filed, such applications / objections etc. can be filed in e-filing module. Link of the same is available on the Official Website of Allahabad High Court.
8. The work-flow for e-Filing along with the screen shots is already available on the official website of Allahabad High Court namely www.allahabadhighcourt.in and the same may be accessed by the Advocates who are facing problem in this regard.
9. Only those listed matters shall be listed in Hon'ble Courts, for which Urgency Applications filed through e-mail / physical mode are allowed by the Hon'ble Court. Such matters shall be listed only in Additional Cause List.
10. The Stamp Reporting Section, till further order will not withhold any fresh file due to any defect and will place that before the Hon'ble Court concerned for appropriate orders.
11. The files will be sent from the sections to the Hon'ble Courts after proper sanitization.
12. Only those Learned Advocates will be granted entry in the High Court through E-Pass whose case(s) are to be taken by the Hon'ble Courts.

13. The Senior Advocates if appearing in any case will be granted entry in the High Court if prior information of the same is given to the Registrar (Protocol) well in advance on his Mobile Number 9415218422 or through E-mail at protocol@allahabadhighcourt.in.
14. The Chambers of Learned Advocates in the High Court Premises will not be opened.
15. The Robes prescribed for the Hon'ble Judges and the Learned Lawyers shall remain suspended till further orders.
16. The Learned Advocates appearing in the Court will wear face mask and shall adhere to all necessary conditions prescribed for social and physical distancing.
17. The Advocates not more than 6 (Six) in number will be permitted to remain in the Court Room at any given time.
18. The Learned Advocates shall leave the High Court immediately after hearing of their case(s).
19. The Litigant-In-Person will be permitted to physically appear before the Court only after due permission from the Hon'ble Court.
20. The Clerks to the Advocates will not be permitted entry in the High Court Premises.
21. No Litigants will be permitted entry in the High Court.
22. The Canteens of the Advocates and the Employees' Canteen situated in the High Court Premises will function with observance of COVID-19 safety protocols.
23. No person shall be allowed to enter in the High Court campus without observing all protocol necessary to maintain social and physical distancing.
24. The list of cases will be available on the website, 02 working days before the date of hearing of cases and for request of Video-Conferencing is to be exercised not later than by 01:00 P.M. on working day before the date of hearing of case.
25. The Gates of the High Court will be opened as following for entry / exit -

Sl. No.	Gate	Building	Courts
01.	Gate No. 1	Main Building	Closed
02.	Gate No. 2	Main Building	Entry / Exit of Hon'ble Judges

Sl. No.	Gate	Building	Courts
03.	Gate No. 3	Main Building	Entry of Employees.
04.	Gate No. 3-A	Main Building	Entry of Advocates possessing E-Pass.
05.	Gate No. 3-B	Main Building	Exit of Employees and Advocates possessing E-Pass.
06.	Gate No. 4	Main Building	Exit of Employees and Advocates possessing E-Pass.
07.	Gate No. 5	Main Building	Entry of Employees and Advocates possessing E-Pass.
08.	Gate No. 6	High Court Cricket Ground	Closed
09.	Gate No. 7	Stationery Building	Closed
10.	Gate No. 8	C.I.T. Building	Entry / Exit of Employees of High Court.
11.	Gate No. 9	Mediation Centre Building	Entry / Exit of Employees and Advocates possessing E-Pass.
12.	Back Gate	30 Court Room Building	Entry / Exit of Hon'ble Judges
13.	Front Gate	30 Court Room Building	Entry / Exit of Hon'ble Judges

26. The Entry / Exit Gates for the Employees, Advocates and Litigants in Person at Lucknow Bench will be notified separately by the Senior Registrar, Lucknow Bench.
27. The Advocates and the Staff will not be permitted to roam in the Hon'ble Judges' Corridor / Gallery (Ground Floor and First Floor).
28. The Photo Affidavit Centre will remain closed till further order and the requirement of affidavit in support of the facts averred the matter filed either through e-mode or in hard copy may be dispensed with on having satisfaction that -
- (i)** Litigant is not in a position to swear the same at Allahabad / Lucknow and on having an undertaking by the Advocate filing such petition / application / appeal memo etc. that whatever is stated is as per oral (telephonically or by any other device) / written instructions (in any form) given by his or her client.

- (ii) The requirement of an affidavit / e-affidavit / scanned notary affidavit shall not be mandatory in the cases and in lieu thereof counsel shall have to submit the AADHAR Number, full details of the card holder like name, parentage, age and address, as also the mobile number linked to the AADHAR Card of the person wanting to act as a deponent in the matter along with a declaration that applicant / petitioner / pariokar is affirming the correctness of disclosure and averments made in the application / petition.
- (iii) Till the time the Photo Affidavit Centre is closed due to COVID-19, learned Advocates will be permitted to file their petitions / applications / records with an undertaking that within 15 days of re-opening of the Photo Affidavit Centre, the Counsel will ensure that Photo Affidavits are filed in such petitions / applications / records and such petitions / applications / records will be placed before the Hon'ble Court along with Office Report, in the meantime.
29. Any person desirous of joining Court proceedings through Video-Conferencing shall have to send an email indicating his/her mobile number along with case details (Parties' Name, Nature of Case, Case Number, Year etc.) and his email id with a request for being provided a Video Conferencing link to enable him to join the Court proceedings. This email has to be lodged with the High Court not later than 1:00 P.M. one working day before the date of hearing. The e-mail id is :- request_vc_alld@allahabadhighcourt.in. It is also clarified that the counsel on record/AGA/Counsel for the Respondent is not permitted to share the Video link with any other individual except with those who are disclosed as representing the party on the e-file/petition/application. Not more than two advocates for a party shall be permitted on the video platform of actual hearing. The Video Conference Software works best on Google Chrome Browser.
30. The Learned Advocate for the purpose of compliance of Judgment / Order passed by the Hon'ble Court will verify / attest the print-out of the said Judgment / Order and will forward the same to the concerned authority for compliance. The concerned authority upon receipt of the said order will verify the genuineness of the said Judgment / Order by visiting the official website of Allahabad High Court - www.allahabadhighcourt.in
31. The Advocates and Employees coming from outside Allahabad will be required to furnish written information of the same in the office

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of the Registrar General with the declaration that he / she is not suffering from COVID-19 symptoms.

32. Consumption of liquor, 'paan', 'gutka', tobacco inside the premises of the High Court will be prohibited and consumption of the same will attract punishment.
33. Spitting in the premises of the High Court is prohibited and will attract punishment.
34. Provision of handwash and sanitizer will be made available at operational entry, exit points and in common area.
35. The Chief Medical & Health Officer, Prayagraj and Lucknow respectively shall arrange all necessary medical assistance and attendance in the High Court campus at Allahabad and Lucknow to meet any urgent medical eventuality.
36. Frequent sanitization of the premises of the High Court, common facilities and all points which come into human contact viz. door-knobs, chairs, tables etc. will be ensured.
37. Parking of vehicles to be made as per existing arrangement i.e. outside the premises of the High Court but with proper social distancing measures.
38. All the guidelines regarding COVID-19 issued by the Central Government, Government of Uttar Pradesh and the High Court of Judicature at Allahabad will be followed by all concerned strictly.

Sd/-

**REGISTRAR GENERAL
02.04.2021**

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