

High Court for the State of Telangana

ROC No.394/SO/2020

Date :04/09/2020

Standard Operating Procedure for limited physical hearing before the Hon'ble High Court

The Hon'ble High Court had earlier issued guidelines/circulars/notifications regarding functioning of Hon'ble High Court. Now considering the present un-lockdown situation, the suggestions given by various stake holders including Bar Association, the High Court for the State of Telangana has been pleased to issue the following SOP regarding the limited physical functioning of some of the Hon'ble Benches from the High Court premises from 07/09/2020 to 11/09/2020.

1. Every day the entire High Court premises shall be disinfected between 7.30 AM and 9.30 AM and also after 5.00 PM.
2. On an experimental basis, and as a pilot scheme, from 07/09/2020 to 11/09/2020, Hon'ble Division Bench-I presided over by the Hon'ble The Chief Justice & Hon'ble Sri Justice B.Vijaysen Reddy and Four Single Benches presided over by the Hon'ble Sri Justice P.Naveen Rao, Hon'ble Sri Justice Challa Kodanda Ram, Hon'ble Dr Justice Shameem Akther and Hon'ble Justice G.Sri Devi will hold the Courts Physically from the High Court premises. The remaining Hon'ble Judges will continue to hear the matters Virtually.
3. The High Court will accept either online filing of cases or physical filing of cases as the case may be. The cases filed by physical mode will be scrutinized after due disinfection after 48 hours in normal course.
4. All mentions may be made only through Video Conferencing before all the Hon'ble Benches at 10.30 AM.
5. Even while holding the Courts Physically, the Hon'ble Courts will take up the Admission matters in Virtual mode in the Forenoon session, whereas the Final Hearing and other matters will be taken up by way of Physical hearing in the Afternoon session or after exhausting the list of Admission matters.

6. While attending/appearing before the Hon'ble Courts physically all the stake holders including the learned Advocates shall follow the guidelines of this SOP scrupulously along with other instructions issued by the High Court and Govt. of India from time to time including that of maintaining physical distance, use of masks, sanitizers etc.
7. The entry is restricted to the High Court premises only to the Advocates/Parties-in-person whose names are published in the cause list.
8. Entry of parties or such other stakeholders into the High Court is permitted only if there is a Court direction to that extent and on the authorization given by the concerned Advocate.
9. No one with the symptoms of cough, fever, running nose and people with less immunity and people without wearing masks, be allowed to enter into the High Court premises. Persons with such symptoms be informed to immediately visit nearest Govt. Hospital, and their contact details be obtained, and informed to the nearest Civil Administration/Director, Public Health by the Security Personnel.
10. The Advocates/Parties-in-Person/Clerks or other stakeholders, who have to enter into the High Court premises, upon completion of necessary formalities, shall enter into the High Security Zone through the Gate No.4, after subjecting themselves to the thermal screening at Security for detecting body temperature, infection status, etc.
11. On entering the High Security Zone, the Advocates/Parties-in-Person would proceed to the designated waiting halls/vacant Court halls near by the concerned Court Halls, and wait for their turn to enter respective Court Halls where physical hearing of their respective case(s) may be taken up.
12. At the waiting Hall(s), concerned staff will guide the Advocates/Parties-in-Person, as and when their turn comes for entering the designated Court Hall for physical hearing and they are advised to wear masks and sanitize their hands before entering into the Court Halls.


13. Four Control Rooms are established in the B-Block of High Court, for the convenience of Advocates who are attending the Physical Courts in High Court enabling them to attend/represent the cases in Virtual Courts. In addition to the above the Control Rooms established in Telangana State Judicial Academy, Secunderabad will continue to function.
14. The entry into the Court Hall is restricted only to the Counsels whose cases are listed in that particular Court. However, the total number of Advocates/Parties-in-person shall not exceed six members in the Court Hall, considering the physical distancing norms. Two Advocates one for the Petitioner and the other for the Respondent of the case which is taken up for hearing by the Court and two other Advocates/Parties-in-person of next cases in the cause list will be permitted to enter.
15. Advocates are requested not to bring either Junior Counsel or Advocate Clerks into the Court Halls. However, they are permitted up to the Court Halls.
16. On completion of hearing of their respective case, the Advocates/Parties-in-Person/Clerks, etc. shall leave the Court Hall and move out of the High Court premises.
17. The Advocates/Parties-in-Person having more than one case for physical hearing in the Court Rooms, after hearing of one case is completed shall move out of the Court Room and they may wait in the designated waiting Hall(s) for their turn in the next case.
18. The chairs in the Court Halls and Waiting rooms are arranged in such a way that a minimum distance of 3 feet between the chairs is maintained.
19. Bar Association Halls, Lunch Rooms and all Canteens in the premises will remain closed for the time being. However, Safe Drinking Water is provided in the Waiting Halls.
20. All the Stakeholders are requested to leave the High Court premises soon after their work is over.

21. All the stakeholders are hereby informed to contact following officers for any assistance or clarification.

Registrar (Protocol) - 9440621445

Registrar (Management) - 9440621446

Registrar (IT-cum-CPC) - 9490156554


REGISTRAR GENERAL
04.09.2020.