

N O T I C E

**IT IS HEREBY NOTIFIED** for the information of the Advocates and the parties appearing in-person that, from **Monday, 6<sup>th</sup> December 2021** onwards :

The benches functioning at Principal Seat at Bombay, benches at Nagpur, Aurangabad and High Court of Bombay at Goa will take up their regular assignment physically.

The practice of mentioning the matters for circulation by praecipes through email is discontinued. The Advocates and parties in person may mention their matters for circulation, production, etc. physically before the concerned benches.

The Advocates and parties-in-person should follow strictly the instructions in the **SOP (Annexure-A)** i.e. SOP for physical hearing, published on official website of Bombay High Court.

Dated this 1<sup>st</sup> December, 2021.

By Order,

Sd/-  
(S. B. Bhansali)  
Prothonotary & Sr. Master,  
High Court, O.S. Bombay.

Sd/-  
(V. R. Kachare)  
Registrar (Judl-I),  
High Court, A.S., Bombay.

**ANNEXURE – A**

Standard Operating Procedure (SOP) for resumption of **physical hearing** at the **Principal Seat, High Court of Bombay and its Benches** with effect from **Monday, 6<sup>th</sup> December 2021**:

- 1) The Court working hours will be 10.30 a.m. to 1.30 p.m. and 2.30 p.m. to 4.30 p.m.
- 2) The Advocates and parties-in-person shall maintain social distancing while mentioning the matter for circulation / production in the Court Rooms.
- 3) To observe strict norms of social distancing entry into the Court Room for the purpose of attending physical hearings shall stand restricted to :
  - i) One Advocate per party whose Vakalatnama is on record or who has been duly authorized and whose case is listed for hearing on Board of concerned Court.
  - ii) Senior Counsel / ongoing counsel engaged by any such Advocate.
  - iii) Registered clerk only for limited purpose of delivering heavy and bulky case files of such Advocates at the designated point.
  - iv) Advocate clerk holding valid I-card will be allowed to enter the High Court premise.
  - v) Party-in-person, where such party is pursuing the case without any legal assistance.
  - vi) Entry in the Court Room shall be permitted to those Advocates / Party-in-person whose matter is called out for hearing and also for the Advocates whose matter is immediate next subject to availability of space.
  - vii) Rest of the Advocates may wait outside the Court Room / Bar Room, while maintaining social distancing norms.
  - viii) The Display Boards shall be functional for their information and convenience.
  - ix) Strict adherence to social distancing norms inside the Court room shall be followed by all concerned.
- 4) Advocates should discourage their clients from attending Courts, unless their presence is absolutely required.
- 5) The following mandatory norms to be followed by all the concerned who are permitted to enter the Court premises / Court Room :
  - i) Wearing of mask at all times, even during arguments in Courts.
  - ii) The lawyers appearing in the Court would be required to appear in the usual Court attire.
  - iii) Adherence to all the directions / guidelines / SOPs / Advisories issued by the Government of India and the State Government in respect of COVID-19 protocol.

Dated 1<sup>st</sup> December 2021

By Order,

Sd/-

(Sachin B. Bhansali)  
Prothonotary & Sr. Master,  
High Court, O.S. Bombay.

Sd/-

(V. R. Kachare)  
Registrar (Judl-I),  
High Court, A.S., Bombay.