

**Standard Operating Procedure (SOP) for resumption of physical hearing at the Principal Seat, High Court of Bombay and its Benches with effect from Monday, 14<sup>th</sup> February 2022 to Friday, 4<sup>th</sup> March 2022 :**

- 1) 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.
- 2) 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.
- 3) 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.
- 4) The Advocates and parties-in-person shall maintain social distancing while mentioning the matter for circulation / production in the Court Rooms.
- 5) 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.
- 6) Entry to the litigants in the High Court premises as well as in the Court Room is restricted, unless their presence is absolutely required.
- 7) At the Principal Seat at Bombay and the Bench at Aurangabad and also the High Court of Bombay at Goa, the lawyers, who are senior citizens, and lady lawyers, may be permitted to appear through the hybrid system for arguments, subject to the discretion of the learned Judge(s) comprising the respective Bench (es).

## GENERAL INSTRUCTIONS

### (A) Entry and Exit Points (Principal Seat at Bombay) :-

a) Advocates may be accompanied by maximum one colleague and an authorized clerk, if any, in person with proper proof of identification would be permitted to enter the Court premises from the designated entry point i.e. Gate No.4 (behind HSBC Bank Building). The exit point for them shall be Gate No.3 (University side Gate).

b) The entry and exit for Court staff and police personnel in the Court premises shall be through the Gate No.4 (behind HSBC Bank Building) and Gate No.5 (CTO Building side Gate). The litigants specially permitted shall enter through Gate No.4 (behind HSBC Bank Building) and the exit point for them shall be Gate No.3 (University side Gate).

8) 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 10<sup>th</sup> February 2022

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.