

30th December, 2023

To
Shri D.Y. Chandrachud
Chief Justice of India
Supreme Court of India
Tilak Marg
New Delhi-110201

Shri Atul M. Kurhekar
Secretary-General
Supreme Court of India
Tilak Marg
New Delhi-110201

Sub: Request to bring uniformity in the usage, quality, size, and margin of A4 paper in High courts, District courts, and all other quasi-judicial forums for judicial and administrative purposes intending to standardisation and constructive reforms in judicial documentation practices

Respected Sir,

I am Vikhyaat Maheshwari, a 3rd Year Law Student currently enrolled in five-year B.A.LL.B (Hons.) at Dharmashastra National Law University, Jabalpur (M.P.).

The letter was written (four years back) to the then Hon'ble Chief Justice Shri Ranjan Gogoai about adopting the usage of A4 paper and the uniformity of formatting across Supreme Court, High Courts, and District Courts along with all the tribunals (**Annexure I**). The Hon'ble Supreme Court, through its circular dated **January 14th, 2020 (Annexure II, III)** and **March 05th, 2020 (F.No.01/Judl./2020)**, mandated the usage of A4 paper for both its administrative and judicial purposes respectively. Along with this, the Court specified certain basic formatting styles, paper quality, paper size, margins, font style, font size, and line spacing to be used uniformly. This decision was taken "to minimise consumption of paper & consequently to save the environment". The decision was the need of the hour.

Following the circular of the Supreme Court, almost all the High Courts felt the need for a similar circular to be implemented in the respective High Courts. Thus, various High Courts have formulated their guidelines/circulars/notifications/rules to this nature. However, in between all these implementation exercises, the aspect of uniformity vanished, and the reason for which such an order (F.No.01/Judl./2020) was directed was not kept in mind. This renders the entire legal system non-uniform and the efforts undertaken by the Hon'ble Supreme Court for the protection of the environment are in vain.

Based on compiled data derived from circulars, notifications, rules, and orders issued by various High Courts regarding the use of A4 size paper and the recommendation for double-sided printing to promote paper conservation (**Annexure IV**). Following an analysis of these

directives, the resulting conclusion appears elusive. The practical scenario significantly diverges from the periodic circulars issued by the respective High Courts.

The introduction of A4-sized paper coupled with printing on both sides was undertaken with a commendable objective: to mitigate environmental impact and establish uniformity within the judicial system. Regrettably, adherence to the Supreme Court's directives is rigorously observed within the Supreme Court itself but not uniformly across other High Courts and District Courts nationwide. The majority of High Courts appear to have misconstrued the underlying rationale behind the Supreme Court's circular while issuing such circulars/notices/notifications regarding the use of A4 size papers. This directive aimed to alleviate both the environmental and financial burdens imposed by the judicial system due to the extensive printing of legal/foolscap/embossed and other papers, with the simultaneous recommendation of printing on both sides, intended to conserve paper.

Among the 25 High Courts, 22 have enacted orders necessitating the compulsory use of A4 size paper either for administrative or judicial or both purposes. Within this subset, only 12 High Courts have specifically mandated printing on both sides, while 7 High Courts have stipulated printing on one side, and the remaining 3 High Courts have not provided any explicit guidance on the matter (**Annexure V-XXXII**). In addition to, the compiled data not only reveals the lack of uniformity in the rationalisation, acceptance and implementation of the use of A4 size paper with printing on both sides, but there also exists the lack of uniformity in formatting styles i.e., font style, font size, line spacing, no. of lines per page, margins of the page, A4 size paper specifications, paper quality and any other such things, thus showcasing the absence of a standardised approach in the judicial practices of our nation. Regrettably, even after 77 years of Independence, uniformity remains elusive across the 25 High Courts and 688 District Courts. Each High Court adheres to a different default system, a practice that persisted even before independence. This lack of uniformity poses significant challenges for the general public, litigators, and those associated with the judicial system, who must contend with changing formatting requirements when entering different jurisdictions. This, in a way, impedes the cause of Justice.

The All India Bar Examination was instituted to centralise and standardise the legal profession, ensuring the right of every lawyer to practice in any court across India as enshrined in Article 19(1)(g), which gives the right to every citizen to practice any profession across India. Unfortunately, the same standardisation and uniformity remain absent in the case of formatting styles and the use of A4 size paper in the judicial framework. The continuity of such practices has resulted in substantial hardships for the Indian masses.

The initiative taken by the Supreme Court in 2020 to mandate the usage of A4 papers and printing on both sides is commendable. However, the objective of achieving uniformity in this practice across India is yet to be fully realised, as certain High Courts have either deferred the decision or rejected the adoption of A4 size paper. This has left legal professionals and the general public in a state of uncertainty, unsure of which standards to follow.

With the continuous efforts of Your Lordship, e-filing is now prevalent in India and has entered the 3rd phase of its implementation. Despite the initial skepticism regarding the digitization of courts five years ago, especially in a country with vast jurisdiction like India, your continuous inputs as part of the e-committee have successfully made it the new normal. It is also praiseworthy that Your Lordship has achieved uniformity in the e-filing procedure in almost all high courts, both on the administrative and judicial sides. As e-filing has

established a level of uniformity, a similar uniformity in offline mode through the widespread adoption and implementation of A4 size paper pan-India is required to ensure consistency, thus relieving the Indian masses of environmental and financial hardships.

It is a humble request to Your Lordship to consider the concern raised and take necessary action in the interest of the people and administration of justice, seeing the prevalent situation of non-uniformity in the present judicial system, and further to direct all High Courts and District Courts to strictly and mandatorily adhere to the guidelines issued by the Hon'ble Supreme Court's Circular dated January 14th, 2020 and March 5th, 2020 (F.No.01/Judl./2020) without further modifications. This step is crucial in fulfilling the objective set forth by the Hon'ble Supreme Court four years ago in 2020 to safeguard the environment by limiting paper use to A4 size and ensuring printing on both sides for all court communications and document filings.

Furthermore, it is requested for the establishment of uniformity in filing procedures and formatting styles across the entire judicial system of India, encompassing the Supreme Court, High Courts, District Courts, Tribunals, Quasi-Judicial bodies, and other administrative and judicial entities. This includes standardising the quality of paper, paper specifications, margins, font style, font size, line spacing, and any other relevant elements as per the directives outlined in order F.No.01/Judl./2020.

Your consideration of these requests will undoubtedly contribute to the much-needed reforms in the judicial system, addressing the prevalent issue of non-uniformity and fostering a more efficient and standardised method for the benefit of all the litigators and the public at large.

I sincerely hope that Your Lordship will take prompt action in this regard within a reasonable time.

Yours Sincerely,

Vikhyat Maheshwari
30/12/23

Vikhyat Maheshwari

Law Student

Dharmashastra National Law University

Ridge Road, Jabalpur-482001

Mob:- 7668307434

COPY TO:

Committee for Supreme Court Rules:

1. Hon'ble Mr. Justice Sanjiv Khanna

Judge Member

Building Complex, Supreme Court of India

Tilak Marg, New Delhi-110001

2. Hon'ble Mr. Justice P.S. Narasimha

Judge Member

Building Complex, Supreme Court of India

Tilak Marg, New Delhi-110001

Ministry of Law & Justice

Dr. Rajeev Kumar Verma

PS

402(A), 4th Floor, A- Wing,

Shastri Bhawan

New Delhi- 110001

Shri R. Venkataramani

Attorney General Of India

Building Complex, Supreme Court of India

Tilak Marg, New Delhi-110001

Shri Tushar Mehta

Solicitor General Of India

Building Complex, Supreme Court of India

Tilak Marg, New Delhi-110001

WWW.LIVELAW.IN

To

30th September, 2019

Shri Ranjan Gogoi
Chief Justice of India
Supreme Court of India
Tilak Marg
New Delhi-110201

Secretary General
Supreme Court of India
Tilak Marg
New Delhi-110201

Sub: Request to uniform the usage of A4 Size Paper in pleadings as per the Supreme Court Rules, 2013

Dear Sir,

We are a group of law students and young lawyers and we have been working for promoting transparency in the affairs of public authorities and to ensure the smooth running of administration of justice, for the last five years.

It is brought to your notice as your honor, being the administrative head of the Supreme Court of India, that currently in most judicial & quasi-judicial bodies functional in India, an exclusively designed size of paper namely the *Legal Size Paper* is being used for pleadings. However, in some high courts, district courts and quasi-judicial bodies, an indefinite combination of both Legal Size Paper and A4 Size Paper is being used. This disorganized and unreasonable practice of using different papers at different places is not just creating hindrance for people in accessing justice both inside and outside the court, but it also renders the entire legal system non-uniform and arbitrary. This is making our legal system unfriendly and non-accessible.

True copy of the list of Quasi-judicial bodies functional in India is enclosed as **Annexure-1**.

It is an undeniable fact that in today's times, A4 Size Paper is the most accessible and universally used unlike the Legal Size Paper which gets available only in court premises. Governments & Corporate, being major litigants, carry out all their functions by using A4 Size Paper and it is only in the matter of pleadings that such an exclusivity exists in terms of paper being used. It is acting as unnecessary barrier in the dispensation and administration of justice. The prime purpose of any legal system is for people to avail easy and speedy justice and not to remain stuck within the shackles of unjustified formality of using different size papers. Essentially, courts are for people, people are not for courts.

For the information of your honor, within the premises of the Supreme Court of India, the Photostatcopy Vendors charge Rs. 2 for copying the Legal Size Paper and Re. 1 for the A4 Size Paper. The cost difference and the financial burden between these two paper sizes is completely *double*. If photocopying a Legal Size Paper costs Rs. 1 Cr. for Governments as a whole, it might save public money of 50 Lacs Rupees if we implement the use of A4 Size Paper across all judicial and quasi-judicial bodies. This is only making our access to justice, a costly and non-uniform mechanism without any reason. It will bring uniformity in the system.

Aforesaid discussion gains considerable & legal force from the Office of CPIO, Supreme Court of India, which has furnished us a RTI Reply bearing diary number 28/RTI/19-20/SCI containing the information which emphasizes upon the use of A4 Size Paper as discussed by the High Court Computer Committee's Chairpersons and Central Project Committee Members in meeting dated August 2/3, 2014. The extract of such discussion is as follows:

"It was emphasized that for the sake of *uniformity*, PDF Format, Unicode and *A4 paper should be used in preparing orders/judgments/depositions etc.*"

It is apparent from the aforesaid said discussion that e-committee, Supreme Court of India has also recognized the significance of ensuring uniformity by usage of A4 Size Paper itself.

True Copy of the RTI Reply dated May 2, 2019 is enclosed as Annexure-2.

It is noteworthy to take cognizance of the Order No. XV Rule 1 of the Supreme Court Rules, 2013 which also mandates the use of A4 Size Paper in every petition but the same is not being followed thus breaching the legislative intent of the rule framed by this Court.

(I) Every petition shall consist of paragraphs and pages numbered consecutively and shall be fairly and legibly typed, written, lithographed or printed on one side of standard A4 size paper, with quarter margin, and endorsed with the name of the Court appealed from, the full title and Supreme Court number of the appeal or matter to which the petition relates and the name, registered address and e-mail address of the advocate-on record of the petitioner or of the petitioner where the petitioner appears in person. The petitioner shall file along with his petition such number of copies thereof as may be required for the use of Court."

As per our limited knowledge, usage of legal size paper is the result of only British Colonial Practice which is being continued even today. Much to our surprise, The Supreme Court, UK & the Supreme Court of the United States have themselves been using A4 Size paper and are fulfilling the prime purpose of administration of justice i.e. easy, speedy and accessible justice to all.

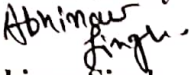
True Copy of the Rules mandating the use of A4 Size Paper in The Supreme Court, UK and the Supreme Court of the United States are enclosed as Annexure-3 (Colly).

It is our humble request to your honor to consider our concern and take necessary action in the interest of people and administration of justice, by directing the concerned authority of this Court to uniform the usage of A4 Size Paper for all pleadings from a particular future date.

In larger public interest, your honor may also direct all the High Courts and the Quasi-Judicial Bodies to follow the similar practice.

We sincerely hope that your honor will take prompt action in this regard within a reasonable time period of three weeks.

Yours Sincerely


Abhinav Singh

Law Student

202, Shanti Niwas PG

Sector 126, Noida-201303

Mob:- 7084666600


Akriti Agarwal

Law Student

104, Green Home PG

C-254, Sector 44,

Noida-201303

Mob:- 9336073561


Lakshya Purohit

Law Student

202, Shanti Niwas PG

Sector 126, Noida-201303

Mob:-8239345926

COPY TO-

Members, eCommittee

1. Mr. Justice Madan B. Lokur,
Judge In-charge,
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

2. Mr. Justice A.M. Khanwilkar,
Judge Member
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

3. Dr. Justice D.Y. Chandrachud,
Judge Member
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

4. Mr. A. Ramesh Babu,
Member (Management/Human Resources)
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

5. Mr. Yashwant Anand Goswami,
Member (Project Management)
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

6. Mr. A.T. Ukrani,
Member (Processes)
A-313,

Lok Nayak Bhavan,
Khan Market, New Delhi-110003

7. Joint Secretary,
ex Officio Member (Project Management Unit, Department of Justice)
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

Invitee Members of the eCommittee:-

1. Attorney General for India.
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

2. Solicitor General of India.
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

3. Mr. Justice Badar Durrez Ahmed,
Judge, Delhi High Court
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

4. Mr. Gopal Subramaniam,
Senior Advocate.
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

5. Representative of Bar Council of India.
A-313,
Lok Nayak Bhavan,

Khan Market, New Delhi-110003

6. Secretary General, Supreme Court of India.

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

7. Secretary, Department of Electronics & Information Technology (DeitY),
Ministry of Communications and Information Technology, Government of India.

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

8. Secretary, Department of Justice,
Ministry of Law & Justice, Government of India.

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

9. Mission Director, eGovernance, DeitY.

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

10. Director General,
National Informatics Centre (NIC).

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

11. Director General,
Centre for Development of Advanced Computing (CDAC).

A-313,

Lok Nayak Bhavan,

Khan Market, New Delhi-110003

12. Joint Secretary (Plan Finance-II),
Department of Expenditure, Ministry of Finance, Govt. of India.
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

13. Joint Secretary and Mission Leader,
eCourts MMP, Department of Justice.
A-313,
Lok Nayak Bhavan,
Khan Market, New Delhi-110003

MINISTRY OF LAW AND JUSTICE

1. Dr. Alok Srivastava,
Secretary,
Ministry of Law and Justice,
4th Floor,
A-Wing,
Shastri Bhawan,
New Delhi-110001

ANNEXURE I

List of commissions in India

- National Human Rights Commission
- State Human Rights Commission
- Election Commission Of India
- Central Information Commission
- State Information Commission
- National Consumer Disputes Redressal Commission
- State Consumer Disputes Redressal Commission
- Central Electricity Regulatory Commission
- District Consumer Disputes Redressal Forum
- Competition Commission of India
- State Electricity Regulatory Commission
- Central Electricity Regulatory Commission

List of tribunals in India

- Appellate Tribunal for Electricity
- Railway Claims Tribunal
- Income Tax Appellate Tribunal
- Intellectual Property Appellate Tribunal
- Central Excise and Service Tax Appellate Tribunal
- Appellate Tribunal for Electricity
- Banking Ombudsman
- Insurance Ombudsman
- Income tax Ombudsman
- Electricity Ombudsman
- State Sales tax Appellate Tribunal
- Armed Force Tribunal
- National Green Tribunal
- Central Administrative Tribunal
- Competition Appellate Tribunal
- Custom Excise and Service Tax Appellate Tribunal
- Cyber Appellate Tribunal
- Income Tax Appellate Tribunal
- Securities and Exchange Board of India
- Telecom disputes settlement and appellate tribunal

BY REGISTERED A.D.

All communications should be addressed to the Registrar, Supreme Court by designation, NOT by name.

SUPREME COURT
INDIA
NEW DELHI

Dy.No. 28/RTI/19-20/SCI
Dated : May 02, 2019

From : Ajay Agrawal
Addl. Registrar/CPIO

To : Sh. Kapildeep Agarwal,
Room No. - 407, Fourth Floor,
32-B, J.P. Complex,
Mayur Vihar - I,
Patparganj,
Delhi - 110091.

Sub: Application under Right to Information Act, 2005

With reference to your RTI application dated 02/04/2019, received in this Secretariat on 03/04/2019, I write to inform you as under :

Point No. 1 : Please find enclosed herewith the extracts of the discussion of High Court Computer Committee's Chairpersons and Central Project Committee held on August 2/3, 2014 after severance of the information under Section 10 of the RTI Act, 2005 which is exempt under Section 8(1)(j), (e), and (g) of the RTI Act, 2005.

Shri Anil Laxman Pansare, Id. Registrar, Supreme Court of India, is the First Appellate Authority under the Right to Information Act, 2005 and the appeal, if so advised, can be filed within 30 days from the receipt of this reply.

Encl. : As above

Ajay Agrawal

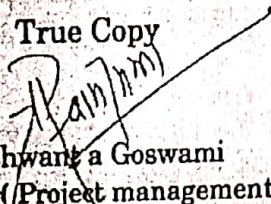
(Ajay Agrawal)

Extracts of the discussion of High Court Computer Committee's Chairpersons and Central Project Committee held on August 2/3, 2014 after severance of the information under Section 10 of the RTI Act, 2005 which is exempt under Section 8(1)(j), (e), and (g) of the RTI Act, 2005.

"A4 paper size: It was emphasized that for the sake of uniformity, PDF format, Unicode and A-4 paper size should be used in preparing orders/judgments/depositions etc."

XXXXXX

True Copy


Yashwantrao Goswami
Member (Project management)
e-Committee, Supreme Court of India.

ANNEXURE 3

- SUPREME COURT, USA: 8 1/2- by 11-Inch Paper Format: (a) The text of every document, including any appendix thereto, expressly permit CLERSSRULE 09-26-17 09:45:27 PGT•CTRULE 46 SUPREME COURT RULE 34 ted by these Rules to be presented to the Court on 8 1/2- by 11-inch paper shall appear double spaced, except for indented quotations, which shall be single spaced, on opaque, unglazed, white paper. The document shall be stapled or bound at the upper left-hand corner. Copies, if required, shall be produced on the same type of paper and shall be legible.
- SUPREME COURT, UK: All formal documents for the Supreme Court must be produced on A4 paper, securely bound on the left, using both sides of the paper. Documents which are not legible or which are not produced in the authorised form or which are unsatisfactory for some other similar reason are not accepted.

SUPREME COURT OF INDIA

F.No.01/Judl./2020
05th March, 2020

C I R C U L A R

It is notified for the information of all concerned that the Competent Authority has been pleased to direct that :

- (i) With a view to bring uniformity about use of paper & printing thereon and to minimize consumption of paper & consequently to save the environment, superior quality A4 size paper (29.7 cm x 21 cm) having not less than 75 GSM with printing on both sides of the paper with Font - Times New Roman, Font size 14, in one and half line spacing (for quotations and indents – font size 12 in single line spacing), with margin of 4 cm on left & right and 2 cm on top & bottom, shall be used in the pleadings, petitions, affidavits or other documents to be filed in this Court;
- (ii) in conformity with the provisions of Order LIII, Rule 2 of the Supreme Court Rules, 2013, all communications from the Registry of this Court shall only be sent to the concerned Advocates-on-Record through e-mail followed by an SMS alert on the registered mobile number of the Advocate-on-Record and thereafter the practice of sending the communication through hard copy shall be discontinued by the Registry;
- (iii) the Filing Counter of the Registry, following the existing procedure with respect to fresh matters, may accept the Misc. Applications, Review Petitions, Curative Petitions and

Contempt Petitions in disposed of matters as 1 +1 (1 set of original papers + 1 paperbook) and after the defects are cured, rest of the paperbooks shall be filed by the advocates/parties-in-person; and

- (iv) a common index shall be placed in the first volume in case there are more than one volume in a matter and a separate index of each volume shall be placed in the respective volume(s).

The directions at Sl.Nos. (i) and (ii) shall come into force with effect from 1st April, 2020 and directions at Sl.Nos. (iii) and (iv) with immediate effect.

- sd -

(Sanjeev S. Kalgaonkar)
Secretary General

Copy to:

1. The Secretary, Supreme Court Bar Association with five spare copies of the Circular with a request that this may be displayed on the Notice Board of the Bar Association for the information of the Members of the Bar.
2. The Secretary, Supreme Court Advocates-on-Record Association with five spare copies of the Circular with a request that this may be displayed on the Notice Board of the Association for the information of the Members of the Association.
3. The Registrar (CC) with a request to upload this Circular on Supreme Court Website.
4. Filing and Re-filing Counters.
5. All concerned.

SUPREME COURT OF INDIA

New Delhi, dated January 14, 2020

CIRCULAR

With a view to bring uniformity about use of paper in day-to-day working on the **administrative side**, to minimize consumption of paper and consequently to save the Environment, Hon'ble the Chief Justice of India has been pleased to direct that henceforth, the Registry shall use A4 size paper (on both sides) for internal communications at all levels in the Registry.

It is, however, clarified that all the pleadings, petitions, documents etc. filed in the Registry, on Judicial side, shall continue to be governed as per the provisions of the Supreme Court Rules, 2013, until further orders.

It is impressed upon all concerned to make sincere and earnest efforts to be economical in consumption of paper, by using the same on both sides and they shall bear in mind that the communication so generated should be legible on both sides.

The concerned Admn. Materials Branch shall ensure quality of the paper so that the communication must be legible on both sides of paper.

All concerned are therefore directed to strictly follow the above instructions. The Controlling Officers shall ensure compliance of the above instructions.

The aforesaid directions shall come into force with effect from **26th January, 2020.**

-sd-

[Sanjeev S. Kalgaonkar]
Secretary General

Copy to :-

All concerned.

HIGH COURTS CIRCULARS/ NOTIFICATIONS/ RULES/ ORDERS' ANALYSIS							
S.No.	HC Name	Dates as per the Circular		Purpose		Jurisdiction extends to	
		Circular Date	Enforcement Date	Administrative Communication	Judicial Filings	High Court(HC)	District Court(DC)
1	Manipur	27-01-2018	01-03-2018		✓	✓	
2	Calcutta	18-02-2020	18-02-2020		✓	✓	
3	Madhya P.	16-03-2020	16-03-2020	✓	✓	✓	✓
4	Tripura	23-03-2020	23-03-2020	✓	✓	✓	✓
5	Jharkhand	17-06-2020	17-06-2020	✓		✓	
6	Sikkim	10-10-2020	10-10-2020		✓	✓	✓
7	Kerala	22-09-2020	02-11-2020		✓	✓	
8	Uttarakhand	27-01-2021	27-01-2021		✓	✓	
9	Karnataka	20-01-2021	01-02-2021		✓	✓	✓
10	Orissa	02-02-2021	02-02-2021		✓	✓	✓
11	Delhi	16-03-2021	01-04-2021		✓	✓	✓
12	Gauhati	26-04-2021	26-04-2021		✓	✓	✓
13	Allahabad	29-05-2021	29-05-2021		✓	✓	✓
14	Bombay	14-07-2021	14-07-2021	✓	✓	✓	✓
15	Himachal	03-08-2021	03-08-2021		✓	✓	✓
16	Madras	25-08-2021	25-08-2021		✓	✓	
17	Telangana	18-02-2022	18-02-2022	✓	✓	✓	
18	Andhra Pradesh	29-07-2022	01-09-2022	✓	✓	✓	
19	Meghalaya	20-10-2022	01-11-2022	✓	✓	✓	✓
20	Patna	14-07-2023	14-07-2023		✓	✓	
21	Punjab					✓	✓
22	Chattisgarh	Petition is pending in the High Court of Chattisgarh as of 6 November, 2023. The matter was heard and eight weeks time was given to registry					
23	Gujarat	In the matter heard under a petition, the High Court gave orders to be consider it further.(Writ Petition(PIL) No. 119 of 2020)					
24	J&K	No Change. Legal Paper with one side printing is still prevalent.					
25	Rajasthan	The High Court of Rajasthan Rejected the petition regarding the use of A4 size paper					

HIGH COURTS CIRCULARS/ NOTIFICATIONS/ RULES/ ORDERS' ANALYSIS

Requirements as per the Circular/order/ Notification/ Rules

S.No.	HC Name	Quality	Specifications	Margins(L,R,T,B)(cm)	Font(Font Size)	Line Spacing
1	Manipur					1.5
2	Calcutta	A4 Bond Paper	4,2.5,3.5,3(Original)	3.5,2.5,3.5,3(Appellate)	Bookman Oldstyle/Courier New(12)	1.5, 1
3	Madhya P.	min 75 GSM		1.75,1,1.5,1.5	Times New Roman (14, 12)	1.5,1
4	Tripura	min 75GSM	(29.7 x 21)cm	4,4,2,2	Times New Roman(14,12)	
5	Jharkhand					Double Line Spacing
6	Sikkim	min 75GSM				1.5
7	Kerala	min 75GSM	(21 x 29.7)cm	3.5,3.5,2,2		1.5
8	Uttarakhand	80 GSM white		4,2,2,2	Times New Roman(15, 17-headings)	Double Line Spacing
9	Karnataka	min 75GSM	(30.5 x 21.5)cm	1.75,1,1.5,1.5	Verdana(12,14)	1.5, 1(quotations and indents)
10	Orissa	min 75GSM	(29.7 x 21)cm	5,5,3,3	Times New Roman(14)	1.5, 1(quotations and line Spacing)
11	Delhi	min 75GSM	(29.7 x 21)cm	4,4,2,2	Times New Roman(14,12)	1.5,1
12	Gauhati	min 75 GSM	(29.7 x 21.7)cm	4,4,2,2	Tahoma(14,12)	1.5
13	Allahabad	min 75 GSM	(29.7 x 21)cm			
14	Bombay	min 75 GSM		Inner5cm, Outer3cm	Times/Georgia(14)	
15	Himachal	80 GSM		4, 4, 2, 2	Times New Roman(16,18-heading)	1.5
16	Madras	min 75 GSM		3,2.5,2.5,2.5		
17	Telangana					
18	Andhra Pradesh					
19	Meghalya			2 inches		shall not exceed 30 lines in 1 page
20	Patna	min 75 GSM	(21 x 29.7)cm	4,4,3.5, 2.5	Times News Roman(14)	Double Line spacing
21	Punjab	80 GSM or above		1.25,1.25,1.25,0.75	Thorndale/Times New Roman(14)	Double line spacing
22	Chattisgarh					
23	Gujarat					
24	J&K					
25	Rajasthan					

S.No.	HC Name	What type of print is mandatory?		Implementation Status	Circular/ Notification/ Order No.	ANNEXURE NO.
		One side	Both Sides			
1	Manipur	N A	N A		HCM/Misc.-89/2013- A&E	V
2	Calcutta	N A	N A	A4 is followed in both HC & DC	WB/CPS/K-23(Part I) 2019	VI
3	Madhya P.		✓	Followed in HC but lenient in DC	C/1242	VII(Circular), VIII(Rules)
4	Tripura		✓		F.44(1)(c)-HC/2020/6865-91	IX
5	Jharkhand		✓		02/R&S	X
6	Sikkim	✓		A4 is followed in both HC & DC	9/JJDL/HCS	XI(Circular), XII(Rules)
7	Kerala		✓	Not followed in both HC and DC	No. 02/2020 (DI-1/104010/2019)	XIII
8	Uttarakhand		✓	Followed but Lenient in both HC and DC	09 UHC/ADMIN.(A)/2021	XIV, XV
9	Karnataka	✓		Followed but Lenient	R(J)- 47/2020	XVI
10	Orissa	✓		Followed	85 X- 01/2020	XVII(Circular), XVIII(Rules)
11	Delhi	✓		Followed in HC. One/both sides depending upon report type	74/Rules/DHC	XIX
12	Gauhati		✓	Followed	Notification No. 32	XX
13	Allahabad	✓		Not followed	307, VIIIc, Allahabad	XXI
14	Bombay		✓	Followed in HC but lenient in DC	Rule/ P.1604/2021	XXII
15	Himachal		✓	Followed	HHC/Rules/ Vol. V/97-1-16227-41	XXIII
16	Madras		✓	Followed	SRO C-27/2021	XXIV
17	Telangana		✓	HC: A4 Green (Appellate) both sides, (rest) A4 white one side	02/SO/2022	XXV
18	Andhra Pradesh		✓		Circular No.12/2022	XXVI
19	Meghalaya		✓		HCM/II/89/2014/Estt./97	XXVII
20	Patna		✓	Followed(HC)	C.S. No. 176	XXVIII
21	Punjab	✓		Both legal paper and A4 accepted(one side/both sides)		XXIX
22	Chattisgarh					XXX
23	Gujarat					XXXI
24	J&K					
25	Rajasthan					XXXII

THE HIGH COURT OF MANIPUR AT IMPHAL

NOTIFICATION

Imphal, the 27th January, 2018

No.HCM/Misc.-89/2013-A&E/ : Notified that while filing petitions/applications to the High Court of Manipur, A4 size papers (white) will also be allowed in addition to the paper size allowed earlier i.e. Legal Note sheet paper, if so desires w.e.f. 1st February, 2018. However, it shall be mandatory w.e.f. 1st March, 2018 and use of legal size will not be permitted thereafter.

It is further notified that soft copy of the petitions/applications along with annexure in the form of CD or any other memory card or device may also be filed along with the hard copy, if possible.

This notification will come into force with effect from 1st February, 2018.

By Order(s) etc.

/_____
(A, GUNESHWAR SHARMA)
REGISTRAR GENERAL
HIGH COURT OF MANIPUR

Endt. No.HCM/Misc.-89/2013-A&E/77920-29

Imphal, the 27th January, 2018

Copy to:

1. Registrar/Registrar (Admn.), High Court of Manipur.
2. The Secretary, High Court Bar Association, Manipur (HCBAM).
3. The Secretary, All Manipur Bar Association (AMBA).
4. All the Jt. Registrars, High Court of Manipur.
5. All the Deputy Registrars, High Court of Manipur.
6. All the Assistant Registrars/Sr. Grade Stenographer, High Court of Manipur.
7. All the Private Secretaries, High Court of Manipur.
8. The System Analyst, High Court of Manipur for uploading the same to the official website.
9. The Stamp Reporter, High Court of Manipur.
10. Notice Board.

A. Guneshwar Sharma
REGISTRAR GENERAL
HIGH COURT OF MANIPUR



Extraordinary
Published by Authority

MAGHA 29]

TUESDAY, FEBRUARY 18, 2020

[SAKA 1941

PART I - Orders and Notifications by the Governor of West Bengal, the High-Court, Government Treasury, etc.

HIGH COURT AT CALCUTTA**APPELLATE SIDE****NOTIFICATION**

No. 584-G dated 18th February, 2020 — In supersession of Court's Notification bearing No. 4932/1-G dated 21.11.2019, published in the Kolkata Gazette (Extraordinary) on 20.1.2020, and in modification of the existing rules and norms vogue in the High Court with regard to papers and format used in pleadings, affidavits et al, the following rules are hereby framed by the High Court and shall be the part of the Appellate Side Rules and the Original Side Rules of the High Court at Calcutta - as the case may be; which shall take effect from the date of publication in the Official Gazette.

“All pleadings contained in petitions, affidavits and applications or otherwise and all memoranda of appeal shall be printed on A4 white excutive bond paper instead of green or embossed paper.

The computerized print shall be of font size 12 of Bookman Old Style or Courier New, with space of 1.5 in between lines. The page set up with margins on the four sides shall be as follows :

For the Appellate Side**From the top - 3.5 cm****From the bottom - 3 cm****From the left - 3.5 cm****From the right - 2.5 cm****For the Original Side****From the top - 3.5 cm****From the bottom - 3 cm****From the left - 4 cm****From the right - 2.5 cm**

In case of pleadings which are typewritten, the aforesaid page set up has to be maintained.”

Sd/-

CHIEF JUSTICE.

HIGH COURT OF MADHYA PRADESH, JABALPUREndt. No. C/1241/

Jabalpur, dated 17/03/2020

COPY FORWARDED TO :-

1. District & Sessions Judge, -----.
2. District Judge, Inspection, Jabalpur/Indore/Gwalior,
3. Director, MP State Judicial Academy, Abolished SAT Building, Jabalpur,
4. Assistant Director, MP State Judicial Academy, Abolished SAT Building, Jabalpur,
5. Principal Judge, Family Court.....(M.P.),
6. District Registrar, Office of the District & Sessions Judge(M.P.),
7. Member-Secretary, M.P. State Legal Services Authority, Jabalpur,
8. Principal Registrar, High Court of M.P., Bench, Indore, Indore (M.P.)
9. Principal Registrar, High Court of M.P., Bench Gwalior, New High Court Building, City Centre, Gwalior (M.P.)
10. The Registrar Admn./Judl. 1, 2/D.E./I.L./(Exam & Labour Judiciary)/W&I, High Court of Madhya Pradesh, Jabalpur,
11. Member Secretary S.C.MS. , High Court of Madhya Pradesh, Jabalpur,
12. The Registrar (Ministerial)/Registrar-Cum-Principal Private Secretary, High Court of Madhya Pradesh, Jabalpur,
13. OSD (Accounts), High Court of Madhya Pradesh, Jabalpur,
14. Chief System Analyst High Court of M.P., Jabalpur
15. Senior Principal System Analyst, (S.A.) High Court of M.P., Jabalpur,
16. The Deputy Controller Accounts, High Court of M.P., Jabalpur,
17. The Joint Registrar (M), High Court of M.P., Jabalpur,
18. The Deputy Registrar (M), ----- High Court of M.P., Jabalpur,
19. Chief Librarian----- High Court of M.P., Jabalpur,
20. Senior System Analyst,----- High Court of M.P., Jabalpur/Gwalior,
21. The Assistant Registrar(M), ----- High Court of M.P., Jabalpur,

//2//

22. Secretary to the Judges (P.S.) to Hon'ble Shri Justice _____
_____, High Court of M.P., Jabalpur,
23. The Reader to Hon'ble Shri Justice _____, High
Court of M.P., Jabalpur,
24. Secretary to the Judges (P.S.) to Registrar General, High Court of M.P.,
Jabalpur,
25. Secretary to the Judges (P.S.) to Principal Registrar (Vigilance)/(Judl.)/
(Exam.), High Court of M.P., Jabalpur,
26. Shri _____, Administrative Officer/ Incharge
High Court of M.P., Jabalpur,
27. Assistant Editor, I.L.R. High Court of M.P., Jabalpur,
28. Asstt. Estt./Asstt. Estt. (SAT)/Leave, High Court of M.P., Jabalpur,

For information, necessary action and also for circulation amongst
subordinate officials.


(PRIYADARSHAN SHARMA)
REGISTRAR (ADMN.)
pan

HIGH COURT OF MADHYA PRADESH

No. C/1242

16.03.2020

CIRCULAR

With a view to bring uniformity about use of paper in day-to-day working on the **administrative side**, to minimize consumption of paper and consequently to save the Environment, Full Court of the High Court of Madhya Pradesh has been pleased to direct that henceforth, the Registry shall use A4 size paper (on both sides) for internal communications at all levels in the Registry.

It is impressed upon all concerned to make sincere and earnest efforts to be economical in consumption of paper, by using the same on both sides and they shall bear in mind that the communication so generated should be legible on both sides.

The concerned Admn. Materials Branch shall ensure quality of the paper so that the communication must be legible on both sides of paper.

All concerned are therefore directed to strictly follow the above instructions. The Administrative Officer concerned shall ensure compliance of the above instructions.

The aforesaid directions shall come into force with effect from 16th March, 2020.

By order of the High Court

PrA 16-3-2020
(PRAMOD KUMAR AGRAWAL
PRINCIPAL REGISTRAR (VIG.))

CHAPTER X
PREPARATION OF CASES

Computer-Sheet

1. Every main case shall be accompanied by the “computer sheet” in Form No. 3, on ledger paper, duly filled by the appellant, applicant or petitioner or by his advocate, containing following information –

- (1) Class of the Case,
- (2) Case Number (to be filled by the Registry),
- (3) Whether cognizable by a division bench or a single bench (to be filled by the Registry),
- (4) Name of the first party on either side,
- (5) Date of filing,
- (6) Date of Registration (to be filled by the Registry),
- (7) Subject Matter,
- (8) Provision of law,
- (9) Subject Category Code, (As per Annexure)
- (10) Name and State Bar Council Enrollment Number of the main advocate,
- (11) Name & State Bar Council Enrollment Number of other advocate (s) signing vakalatnama,
- (12) Particulars of the lower Court, Authority or Tribunal etc., i.e.-
 - (a) name,
 - (b) designation,
 - (c) case, file / order number,
 - (d) date of impugned judgment / order,
- (13) Whether the appellant, applicant or petitioner is desirous of getting the matter settled through any of the alternative modes of dispute resolution,
- (14) Caveat notice, whether received,
- (15) Name and signature of the advocate filing main case.

Preparation of Memorandum of Appeal, Petition, Application etc.

2. Every -

- (1) memorandum of appeal including a writ appeal,
- (2) memorandum of objection under order XLI rule 22 of the Code of Civil Procedure, 1908,
- (3) application, interlocutory or otherwise,
- (4) petition including a writ petition,
- (5) return, reply or rejoinder,
- (6) list of document or
- (7) affidavit;

- in a civil or criminal matter, including a copy thereof where it is required to be served upon the other party under the Rules, shall be-

- (a) written in English or Hindi- preferably in English,
- ² { ¹ [(b) neatly typed or printed on both sides of A4 size paper having not less than 75GSM. leaving a margin of not less than 1.5" on the Top and Bottom and 1.75" margin Left and at least 1.0" margin Right.]
- (c) It shall be printed using one and half line space, font size of 14 (for quotations and indents font size 12 in single line spacing) and font face Times New Roman. Copy for opposite party be on white durable paper. }
- ³ [(d)] signed and dated by the applicant, appellant, petitioner or opposite party or by his advocate and where the petitioner is illiterate, bear his thumb mark attested by the signature of at least one literate person, giving his name and address below his signature.

3. (1) Every -

- (a) memorandum of appeal civil or criminal,
- (b) memorandum of objection under order XLI rule 22 of the Code of Civil Procedure, 1908,
- (c) a writ or revision (civil or criminal) petition,
- (d) an application under section 482 of the Code of Criminal Procedure, 1973,
- (e) return or rejoinder in a writ petition,

- shall be in paper-book form, enclosed in cover with page numbers & index in Form No. 4; and shall be filed in two identical sets in a division bench case.

1. Substituted by Notification published in M.P. Gaz., Part 4 (Ga), dt. 02.10.2020, Page 1310.

2. Substituted by Notification published in M.P. Gaz, Part 4 (Ga), dt. 19.06.2020, Page 777.

3. Renumbered by Notification published in M.P. Gaz., Part 4 (Ga), dt. 24.01.2020, Page 68.

**HIGH COURT OF TRIPURA
AGARTALA**

ORDER

Dated, Agartala, the 23rd March, 2020

It is hereby ordered that henceforth, for the purpose of filing of pleadings, petitions, affidavits or other documents in the High Court and all other Courts in the State of Tripura, the following specifications of paper and font type would be applicable:

"Superior quality A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM printing on both sides of paper with font – Times New Roman, font size 14, in one and half line spacing (for quotations and indents – font size 12 in single line spacing), with margin of 4 cm on left & right and 2 cm on top & bottom."

It is further ordered that for all internal communications and official purposes of the Registry of the High Court and other Courts of District Judiciary also, A4 size paper (29.7 x 21 cm) having not less than 75 GSM would be utilized and except for the judgments of the Courts, printing may be done on both sides in all documents.

By order,

Sd/–

(D. M. Jamatia)
Registrar General

No.F.44(1)(c)-HC/2020/ 6865-91

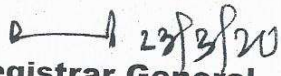
23rd March, 2020

Copy to:

01. The Principal Secretary to Hon'ble the Chief Justice, High Court of Tripura, Agartala;
02. The Secretary to Hon'ble Mr. Justice S. Talapatra, Judge, High Court of Tripura, Agartala;
03. The Secretary to Hon'ble Mr. Justice Arindam Lodh, Judge, High Court of Tripura, Agartala;

04. The Secretary to Hon'ble Mr. Justice S. G. Chattopadhyay, Judge, High Court of Tripura, Agartala;
05. The Advocate General, Tripura, Agartala;
06. The Secretary, High Court Bar Association, Agartala;
07. The Secretary, Tripura Bar Association, Agartala;
08. The Chairman, Bar Council of Tripura, Agartala;
09. The Assistant Solicitor General of India, Govt. of India, Agartala;
10. The Public Prosecutor, High Court of Tripura, Agartala;
11. The Govt. Advocate, High Court of Tripura, Agartala;
12. The District & Sessions Judge, Dhalai Judicial District, Ambassa/South Tripura Judicial District, Belonia/ Gomati Judicial District, Udaipur/West Tripura Judicial District, Agartala/Unakoti Judicial District, Kailashahar/North Tripura Judicial District, Dharmanagar/Khowai Judicial District, Khowai/Sepahijala Judicial District, Sonamura for information and necessary action. They are requested to circulate the same amongst all the Presiding Officers under their respective judgeships for their information and necessary action. They are also requested to circulate the order to all the Bar Associations under their respective Districts;
13. The Judge, Family Court, Agartala, West Tripura Judicial District/Kailashahar, Unakoti Judicial District/Udaipur, Gomati Judicial District/Ambassa, Dhalai Judicial District/Khowai, Khowai Judicial District/Sonamura, Sepahijala Judicial District for information and necessary action. They are requested to circulate the same amongst all the Presiding Officers under their respective judgeships for their information and necessary action;
14. The Registrar (Vigilance), High Court of Tripura, Agartala;
15. The Registrar (Judicial), High Court of Tripura, Agartala;
16. The Registrar (Admn., P & M), High Court of Tripura, Agartala;
17. The Joint Registrar, High Court of Tripura, Agartala;
18. The Deputy Registrar(s), High Court of Tripura, Agartala;
19. The Chief Librarian, High Court of Tripura, Agartala;
20. The Assistant Registrar(s), High Court of Tripura, Agartala;
21. The System Analyst, Computer Section, High Court of Tripura, Agartala. **He is directed to take necessary steps regarding uploading of this order in the official website of the High Court of Tripura as well as in the official websites of the District Courts of Tripura;**
22. All the Superintendents, High Court of Tripura, Agartala;
23. The Sr. Grade Translator-cum-I/C. Paper Book Section, High Court of Tripura, Agartala;
24. The Court Master(s), High Court of Tripura, Agartala;

25. The Bench Clerk(s), High Court of Tripura, Agartala;
26. Notice Board of the Court-house; and
27. Order File.


Registrar General

HIGH COURT OF JHARKHAND, RANCHI**Circular**

No. 02 /R&S

Ranchi, Dated:17/06/ 2020

With a view to bring uniformity about use of paper in day to day working on the **administrative side**, to minimize consumption of paper and consequently to save the environment, Hon'ble the Chief Justice has been pleased to direct that henceforth, the Registry shall use A4 size paper (on both sides) for internal communications at all levels in the Registry.

It is impressed upon all concerned to make sincere and earnest efforts to be economical in consumption of paper, by using the same on both sides and they shall bear in mind that the communication so generated should be legible on both sides.

The concerned Administrative Section shall ensure quality of the paper so that the communication must be legible on both sides of paper.

All concerned are therefore directed to strictly follow the above instructions. The Controlling Officers shall ensure compliance of the above instructions.

By order of the Court
Sd/-
(Ambuj Nath)
Registrar General

**HIGH COURT OF SIKKIM
GANGTOK**


No. 9/JUDL./HCS

Date: 10/10/2020

CIRCULAR

It is hereby notified for information of all concerned that henceforth all pleadings including petitions/ memo of appeals/ applications/ affidavits/ rejoinders etc. and annexures thereto shall be filed before the High Court of Sikkim and all the Subordinate Courts of the State in superior quality A4 size paper with minimum 75 GSM and printing on one side of the paper.

By Order.


10-10-2020
REGISTRAR GENERAL

**CHAPTER – II
JUDICIAL BUSINESS**

PART A (a): GENERAL RULES OF PROCEDURE

3. Appeals, etc. to be presented during Court hours : -

- (1). (a) All Petitions / Appeals / Applications/ Counter / Objections etc. to be filed in this High Court shall be filed at the Filing Counter ¹[or through e-filing mode] on every day which is not a Court holiday. Petitions sent by litigants through post or unauthorised persons for taking some Judicial action shall not be entertained but returned per bearing post or per bearer.
- (b) Any Advocate/Petitioner who files Petitions/Appeals/Applications/Counter/ Objections etc shall check the Notice Board of the High Court ²[or the e-filing dashboard of the user interface of the e-filing application] on the next day of filing, to ascertain if any defects were detected.
- (c) The defect/defects so detected shall be rectified by the advocate/petitioner and the petition/application shall be resubmitted as per Rule 7 of the Sikkim High Court (P&P) Rules, 2011 at the Filing Counter ³[or through e-filing mode].
- (d) No application, petition, affidavit etc. shall be placed before the Court under any circumstance unless the defects are rectified.
- (e) If any Advocate/Petitioner desires to seek further clarification with regard to any of the above he/she may approach the Registrar General.

Provided that appeal, petition, application, written statement, affidavits or other documents of prisoners or detenués, received through the Officer-in-charge of the prison shall be entertained by this Court.

- (2) No appeal, petition or application shall be received unless presented during the Court hours between 10 a.m. to 4 p.m.
- (3) All appeals, petitions etc. accompanied by petition to be treated ⁴[***] as urgent, should however, be presented personally ⁵[or through e-filing mode] to the Registrar or Joint Registrar or Deputy Registrar on any working day before 11 a.m. but may in exceptional cases, be received not later than 1 p.m.
- (4) On receipt of the appeals, petitions, applications, written statements, affidavits or other documents sought to be presented in the High Court the Registry shall endorse therein the time, date, month and year of presentation and make a similar endorsement on the copy of the party.
- (5) All mentions shall be made only after presentation of the mention memo to the Registry in Form F 10 provided in the Schedule appended to these Rules.

Provided that during the vacation such petitions shall be presented not later than 11 a.m. on all working days during such period.

1. Inserted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 16/Judl./HCS dated: 03.11.2020).

2. Inserted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 16/Judl./HCS dated: 03.11.2020).

3. Inserted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 16/Judl./HCS dated: 03.11.2020).

4. Deleted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 16/Judl./HCS dated: 03.11.2020).

5. Inserted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 16/Judl./HCS dated: 03.11.2020).

Explanation:- Wherever the words Registrar or Deputy Registrar occur in these rules, it shall include Assistant Registrar (Judl.) and in his absence Senior Reader or in his absence any other officer authorised by the Registrar General for the purpose.

4. Hearing of urgent and ordinary petitions etc. : -

- (1) The Registrar or Joint Registrar or Deputy Registrar as the case may be, on being satisfied that the petition is genuinely urgent shall fix the petition for hearing forthwith after obtaining orders from the Chief Justice or in his absence the Senior Judge present in the station. If such a petition is received or presented at a time when the Court is closed and in case no Judge is available in the station, such petition may be placed for hearing at the place of residence of the Chief Justice or Judge provided an application to the effect is filed with such petition after a copy thereof is served upon the respondents. An affidavit of service shall also be filed along with such petition.

When cases are taken up for hearing by the Chief Justice or any of the Judges at any place outside Gangtok on the request of the party such party shall bear all expenses necessary on account of T.A., D.A. and other incidental expenses of the official or officials who are required to proceed to such place(s) along with the case record.

- (2) All other appeals, petitions and applications, if found in order on scrutiny and not refused or returned for amendment, may be put up on the date as may be directed by the Registrar or such other officer as may be authorised by the Chief Justice in this behalf.
- (3) Notice of the hearing of ordinary and urgent petitions shall not be given individually to the petitioner or his counsel but a list of such petitions shall be hung up for the purpose on the notice board on the day(s) proceeding the date fixed for the hearing of these petitions giving the name of the Judge by whom the petition will be heard. A copy of the notice shall be sent to the Bar Association within the Court hours. However, the notice of hearing may also be communicated to the respondents by the petitioners.

- 5.(1) Form of Pleadings:-** All pleadings including memo of appeal, application/petition, writ petition, revision application, review application, affidavit, counter-affidavit, rejoinder, annexures to the writ petition etc. shall be in English and shall be typed in double spacing on one side of the paper only on ¹[superior quality A4 size paper with minimum 75 GSM], if not available, on stout paper, unless a printed form is prescribed for the purpose by the High Court. It shall be headed "In the High Court of Sikkim at Gangtok" and signed by the party and also his lawyer where he is represented by a lawyer. The original typed copy and not the carbon copy shall be filed in quadruplicate in Division Bench matters and in triplicate in Single Bench matters and the original typed copy or computerised copy, and not the carbon copy, shall be filed in the court. The Registry while placing the matter before the Bench shall place the original copy along with the requisite number of duplicate copies for use of the Bench. The annexures shall be legible and if any annexure is in vernacular language, the same shall be translated by the party and shall be signed by him and his counsel, if represented by counsel, and when the annexures are not legible, typed or computerised legible annexure in double spacing on one side shall be filed, otherwise no pleading shall be entertained.

1. Substituted by the Sikkim High Court (Practice and Procedure) Amendment Rules, 2020 (Notification No. 14/HCS dated: 10.10.2020).

0055223



24 SEP 2020

THE HIGH COURT OF KERALA

Ernakulam-682031

Email: dlsection.hc-ker@gov.in

Phone: 0484-2562985

Fax: 0484-2562451

No: DI-1 /104010/ 2019

Date: 22-09-2020

Office Circular No. 02/ 2020

Sub: Proceedings filed in the High Court - use of A4 size papers with printing on both sides – reg.

- Ref.: 1. High Court Notification of even number dated 13/03/2020.
2. Office Circular 01/2020.
3. High Court Notification of even number dated 22/09/2020.

Minimising consumption of paper adds a positive impact on environment. Besides, it reduces cost and needs lesser storage space. In this context, the High Court had earlier issued notification and office circular cited first and second respectively, allowing typewriting/printing on both sides of paper in all pleadings filed before the High Court.

Further, A4 size papers reduces infrastructural investment in foolscap paper compatible printers. A4 size papers are internationally accepted, popular, easily available and cheaper when compared to other sizes. The Honourable Supreme Court has also switched over to A4 size papers with printing on both sides for pleadings filed before it. The Secretary, Kerala High Court Advocates' Association has also requested the Honourable the Chief Justice of this Court to switch over to A4 size papers with printing on both sides.

Considering all the above aspects, the Honourable the Chief Justice is now pleased to direct that hereafter all petitions, affidavits, memoranda of appeal and other proceedings presented before the High Court shall be in A4 size papers and typewritten/printed on both sides and the same has been notified vide reference 3.

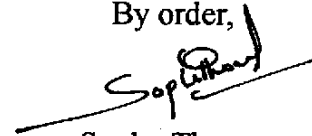
Therefore, it is directed that hereafter all petitions, affidavits, memoranda of appeal and other proceedings received in the High Court shall be in A4 size papers and typewritten/printed on both sides. The said direction shall be mandatory with effect from **02/11/2020**.

It shall be ensured that the pleadings are of following specifications -

Paper - A4 size paper (21.0 X 29.7 cms) having not less than 75 GSM.

Page set up and margins - 3.5 cm on left and right ; 2 cm on top and bottom.

By order,



Sophy Thomas,
Registrar General

dh
22/11/20
A.S.O

To

The Joint Registrar in-charge of Filing Section
The Assistant Registrar in-charge of Filing Section (He shall bring the contents of this Office Circular to the notice of all Filing Scrutiny Officers)
The Filing Section.

Copy to:

The Director, Kerala Judicial Academy, Athani
The Public Relations Officer, High Court
All Officers and Sections, High Court
The PS to Chief Justice
All the PS to Judges
The Confidential Assistants to Registrars and Additional Registrar
(General Administration)
The Administrative Records Sections (2 copies)
The Notice Board, High Court
The Stock File.

Copy Submitted to :

The Honourable the Chief Justice
The Honourable Judges.

HIGH COURT OF UTTARAKHAND, AT NAINITAL**NOTIFICATION****No. 09 UHC/ADMIN.(A)/2021****Dated: January 27 ,2021.**

In exercise of the powers conferred by Article 225 of the Constitution of India and all the other powers enabling in that behalf, the High Court of Uttarakhand hereby makes the following amendment in the High Court of Uttarakhand Rules, 2020-

Sl. No.	Existing Rule	Amended Rule
1	<p>5. Use of both sides of paper- All cases including petitions, memorandum of appeals, applications, affidavits, annexures, <i>vakalatnama</i> or any other material shall be type written on both sides of the paper with following side margins-</p> <p>(A) Top margin two centimetre (B) Bottom margin two centimetre (C) Left margin four centimetre (D) Right margin four centimetre</p>	<p>5. Use of paper- All cases including petitions, memorandum of appeals, applications, affidavits, annexures, <i>vakalatnama</i> or any other material shall be type written on one side of the paper with following side margins –</p> <p>(A) Top margin two centimetre (B) Bottom margin two centimetre (C) Left margin four centimetre (D) Right margin two centimetre</p>
2	<p>6. Font type and size- All cases including petitions, memorandum of appeals, applications, affidavits, <i>vakalatnama</i> or any other material shall be type written in New Times Roman font with font size 16 with 1.5 line spacing. For the headings, font size shall be 18 in the Times New Roman Font.</p>	<p>6. Font type and size- All cases including petitions, memorandum of appeals, applications, affidavits, <i>vakalatnama</i> or any other material shall be type written in New Times Roman font with font size 15 with 1.5 line spacing. For the headings, font size shall be 17 in the Times New Roman Font.</p>

3	<p>15. Every Presentation Form shall be filed in the manner that on its overleaf, it has a printed format for scrutiny report of the Registry, which is prescribed in schedule as 'Format No. 2'</p>	<p>15. In every case, Registry shall furnish its scrutiny report in the format, prescribed in schedule as 'Format No. 2'</p>
4	<p>19. The index shall be prepared and filed in such manner that at least ten rows, next to the last row filled up by the advocates, are also drawn and left blank for future use of Registry. For this purpose also, both sides of papers shall be used</p>	<p>19. The index shall be prepared and filed in such manner that at least ten rows, next to the last row filled up by the advocates, are also drawn and left blank for future use of Registry.</p>
5	<p>23. The Presentation Form, index, receipt of court fee and brief details of date and events of the case <i>etc.</i> shall be filed in following chronological order-</p> <p>(A) Presentation Form with blank format for scrutiny report on its overleaf.</p> <p>(B) Index</p> <p>(C) Receipt of court fees paid</p> <p>(D) Brief details of date and events of the case</p> <p>(E) Other papers, if any, prior to the Petition, Memorandum of Appeal, Application <i>etc.</i></p>	<p>23. The Presentation Form, index, receipt of court fee and brief details of date and events of the case <i>etc.</i> shall be in following chronological order-</p> <p>(A) Scrutiny report</p> <p>(B) Presentation Form.</p> <p>(C) Index</p> <p>(D) Receipt of court fees paid</p> <p>(E) Brief details of date and events of the case</p> <p>(F) Other papers, if any, prior to the Petition, Memorandum of Appeal, Application <i>etc.</i></p>

These Amendments shall come into force with immediate effect.

By order of the Hon'ble Court,

**Sd/-
(Dhananjay Chaturvedi)
Registrar General**

No. 380 /UHC/Admin. A /2021

Dated: January 27 , 2021.

Copy forwarded for information and necessary action to:

1. P.P.S. to Hon'ble the Court.
2. P.S./ P.A. to Hon'ble Judges of this Court with the request to place the Notification for kind perusal of Hon'ble Judges.
3. Advocate General of the Government of Uttarakhand.
4. Chief Standing Counsel, Government of Uttarakhand, Nainital.

5. Assistant Solicitor General, Government of India, Nainital.
6. Additional Chief Standing Counsel, Government of Uttar Pradesh, Nainital.
7. President/Secretary, High Court Bar Association, Nainital with the request to inform all the members of the Bar.
8. Secretary, Law cum-L.R. Government of Uttarakhand, Dehradun.
9. Member-Secretary, Uttarakhand State Legal Services Authority, Nainital.
10. Uttarakhand Judicial and Legal Academy, Bhowali, Nainital.
11. All the Registrars of the Court.
12. All the Joint Registrars/ Deputy Registrars of the Court.
13. All the Assistant Registrars/ Section Officers of the Court.
14. All the Section Officers of the High Court.
15. Protocol Officer/Management Officer of the High Court.
16. Librarian of the Court.
17. Director, Printing and Stationary, Roorkee with request to publish this Notification in the next issues of Gazettee.
18. Officer I/c NIC, High Court of Uttarakhand, Nainital with the direction to upload the same on the website of High Court of Uttarakhand, Nainital.
19. Guard file/Notice Board.

By order

Joint Registrar-I

HIGH COURT OF UTTARAKHAND AT NAINITAL

NOTIFICATION

No. 292/UHC/Admin.(A)/2020

Dated: December 31, 2020.

In exercise of the powers conferred by Article 225 of the Constitution of India and all the other powers enabling in that behalf, the High Court of Uttarakhand hereby makes the following rules for the purpose of case filing, their processing, listing and matters connected thereto.

HIGH COURT OF UTTARAKHAND RULES, 2020

PART I

PRELIMINARY

1. **Short title and commencement-** (1) These rules shall be called "**High Court of Uttarakhand Rules, 2020**".
 - (2) These rules shall apply to all matters including petitions, memorandum of appeals, applications, affidavits, annexures, vakalatnama or any other material filed before the Court.
 - (3) They shall come into force from date of their Notification.
2. **Interpretation-** In these rules, unless the context otherwise requires-
 - (a) 'Advocate' means an advocate and includes a party-in-person.
 - (b) 'Chief Justice' means the Chief Justice of the Court.
 - (c) 'Court' means the High Court of Uttarakhand.
 - (d) 'Defect' means a report of the Registry that a matter including a petition, memorandum of appeal, application, affidavit, annexure, vakalatnama or any other material filed in the Court does not conform to any law, rule, order or instructions applicable to their filing.
 - (e) 'Defective matter' means a matter in which defect has been reported by the Registry.
 - (f) 'Fresh case' means a fresh petition, memorandum of appeal, application *etc.* to which a new case registration number with the CNR number is allotted.
 - (g) 'Judge' means a Judge of the Court.
 - (h) 'Pending case' for the purpose of these rules means any case which already has a case registration number and includes a matter already disposed of by the Court.
 - (i) 'Registrar (Judicial)' includes such other officer of the Court, as may be deputed for the purpose of these rules by the Chief Justice.
 - (j) 'Registry' means Registry of the Court.
 - (k) 'Rules' mean the High Court of Uttarakhand Rules, 2020.
 - (l) 'Schedule' means the schedule to these rules.

PART II

PAPER SIZE, FONT TYPE AND FONT SIZE ETC.

3. **Provisions to apply in all cases-** The provisions of this part shall apply to all matters relating to filing of all cases, whether they are fresh or pending.
4. **Paper size and thickness-** All cases including petitions, memorandum of appeals, applications, affidavits, annexures, vakalatnama or any other material shall be filed in A-4 size 80 GSM white paper.
5. **Use of both sides of paper-** All cases including petitions, memorandum of appeals, applications, affidavits, annexures, vakalatnama or any other material shall be type written on both sides of the paper with following side margins -
 - (A) Top margin two centimetre.
 - (B) Bottom margin two centimetre.
 - (C) Left margin four centimetre.
 - (D) Right margin four centimetre.
6. **Font type and size-** All cases including petitions, memorandum of appeals, applications, affidavits, vakalatnama or any other material shall be type written in New Times Roman font with font size 16 with 1.5 line spacing. For the headings, font size shall be 18 in the Times New Roman Font.
7. The provisions of rule 6 above shall also apply to type written copies of the annexures etc.
8. All petitions, memorandum of appeals, applications or any other material, shall be signed at the foot of every page by the petitioner, appellant, applicant, as the case may be, or by the advocate appearing on his behalf.
9. Every affidavit presented in the Court shall be signed on every page by the deponent and shall be dated.
10. All the annexures filed by the petitioner, appellant, applicant, as the case may be, alongwith the petition, memorandum of appeal, application, affidavit, supplementary affidavit, rejoinder affidavit etc., shall be consecutively numbered as 1, 2, 3 and so on.
11. All the annexures filed by the respondent or opposite party alongwith counter affidavit, supplementary counter affidavit or application etc. shall be so consecutively numbered in case of their being filed by the first respondent or opposite party as A-1, A-2, A-3 and so on, and in case of their being filed by the second respondent or opposite party as B-1, B-2, B-3 and so on.

PART III

FILING IN FRESH CASES

12. All fresh cases shall be accompanied with a duly filled up Presentation Form, format of which is prescribed in the schedule as 'Format No. 1'.

No.R(J)- 47 / 2020

High Court of Karnataka

Bengaluru

Dated: 20.01.2021

CIRCULAR

Rule 2 of Chapter XII of the Karnataka High Court Rules, 1959, reads as follows,-

"2. Every memorandum of appeal, petition, affidavit interlocutory application or other memorandum or list presented to or filed in the High Court (other than original documents) shall be fairly and legible written, typed or printed or partly so written, partly typed or partly printed on strong and durable ***foolscap paper, with an outer margin of not less than 5 cms and an inner margin of not less than 3 cms. The writing, typing and printing shall be made on both sides of the paper*** and every set of papers shall be stitched bookwise with pages serially numbered and be provided with an index; the index shall be on paper of the same size and strength mentioned above and shall stitched as the first sheet of the papers.

Where certified copies of judgments, decrees or orders of subordinate Courts and Tribunals produced with an appeal, petition or application or for any other purpose are in manuscript, typed copies thereof conforming to the above specifications shall be produced along with certified copies."

the same has been substituted by,-

"2. Every memorandum of appeal, petition, affidavit interlocutory application or other memorandum or list presented to or filed in the High Court (other than original documents) shall be fairly and legible written, typed or printed or partly so written, partly typed or partly printed

on strong and durable **White paper of metric A-4 size (30.5 cms long and 21.5 cms wide) weighing with minimum 75 gsm, Font style-Verdana, Font size of the title – 14" bold single line, Font size of the text – 12", left margin 1.75", right margin 1", top margin 1.5" & bottom margin 1.5". The writing, typing and printing shall be made on single side of the paper with double line spacing** and every set of papers shall be stitched bookwise with pages serially numbered and be provided with an index; the index shall be on paper of the same size and strength mentioned above and shall be stitched as the first sheet of the papers.

Where certified copies of judgments, decrees or orders of subordinate Courts and Tribunals produced with an appeal, petition or application or for any other purpose are in manuscript, typed copies thereof conforming to the above specifications shall be produced along with certified copies."

The above Rule has been amended vide Notification No.HCLC 188/2019, dated 22.08.2019 and the same has been published in the Karnataka Official Gazette (Part-IV) on 26.11.2020.

For the convenience of the Advocates / Party-in-Persons, the above amended Rule shall be strictly implemented from **01st February, 2021 (01.02.2021)**.

Further, the Vakalathnama, Title page, Order sheet and other forms to be filed along with Pleadings shall be as per the specifications stated in the Amended Rules. From 01st February, 2021, if papers are filed in any other form

other than the said specifications, the same shall not be accepted.

BY ORDER OF HON'BLE THE CHIEF JUSTICE,

Sd/-
(K.S.BHARATH KUMAR)
REGISTRAR (JUDICIAL)

To:

1. The Addl.Registrar General, High Court of Karnataka, Dharwad Bench, Dharwad.
2. The Addl.Registrar General, High Court of Karnataka, Kalaburagi Bench, Kalaburagi.
3. The Registrar (Vigilance).
4. The Registrar (Computers).
5. The Registrar (Administration).
6. The Registrar (Recruitment).
7. The Registrar (Review & Statistics).
8. The Registrar (Infrastructure & Maintenance).
9. The Central Project Co-ordinator.
10. The Secretary to Hon'ble the Chief Justice.
11. All the Private Secretaries to the Hon'ble Judges.
12. All the PAs to Registrars.
13. The Chief Secretary to Government of Karnataka, Vidhana Soudha, Bengaluru.
14. The Principal Secretary to Government, Department of Law, Justice and Human Rights, Vidhana Soudha, Bengaluru.
15. The Chairman, Karnataka State Bar Council, Old KGID Building, Bengaluru.
16. The President, Advocates' Association, Bengaluru, with a request to put the Circular on the Notice Board of City Civil Court, CMM Court, Mayo Hall Unit.
17. The President, Advocates' Association, High Court of Karnataka, Dharwad/Kalaburagi Bench, with a request to put the Circular on the Notice Board of the High Court Unit, City Civil Court Unit, CMM Court Unit and Mayo Hall Unit.

18. The Advocate General in Karnataka, Bengaluru, with a request to put the Circular on the Notice Board.
19. Office of the Advocate General, High Court of Karnataka, Dharwad/Kalaburagi Bench, with a request to put the Circular on the Notice Board.
20. The President, Women Federation of Lawyers, Bengaluru, with a request to put the Circular on the Notice Board.
21. The Member Secretary, Karnataka State Legal Services Authority, Bengaluru, with a request to put the Circular on the Notice Board.
22. The Member Secretary, High Court Legal Services Authority, Bengaluru, with a request to put the Circular on the Notice Board.
23. The Registrar, City Civil Court, Bengaluru with a request to put the Circular on the Notice Board of City Civil Court, CMM Court, Mayo Hall Unit.
23. All Group 'A' Officers of the office.
24. The P.A. to Registrar (Judicial) with a request to circulate the same to all the Court Officers and Asst.Court Officers of this office.
25. All Section Officers with a direction to circulate the same to the staff working under their control.
26. Notice Board.
27. Office copy.

HIGH COURT OF ORISSA, CUTTACK

NOTIFICATION

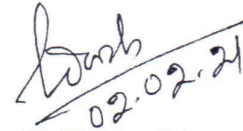
No.....85...../R Dt.....02.02.2021
~~X- 01/2020~~

Pursuant to the resolution passed in the meeting of the Full Court held on 28.01.2021, Hon'ble the Chief Justice has been pleased to substitute the following in place of the existing provision contained in Rule-4(i), Chapter-VI of the High Court of Orissa Rules, 1948, Vol-I (4th Edition, 1983).

“Rule-4(i)- Neatly typed on superior quality A4 size paper (29.7 cm x 21 cm) having not less than 75GSM with printing on only one side of the paper with Font-Times New Roman, Font Size-14, in one and half line spacing (for quotations and indents- font size in single line spacing), with margin of 5cm on left and right and 3cm on top and bottom.”

The above amendments shall come into force forthwith.

By Order of the Court

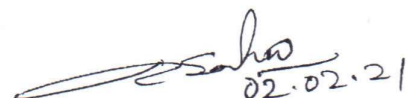

02.02.21

(L.K. Dash)

Registrar (Judicial)

Memo No.....1326 (4)...../ Date.....02.02.2021.....

1. All the District & Sessions Judges of the State
2. Secretary, Odisha State Bar Council, Cuttack
3. Secretary, High Court Bar Association, Odisha, Cuttack
4. Advocate General, Odisha, Cuttack



02.02.21
Special Officer (Special Cell)

Memo No. 1327 (120) / Dtd. 02.02.2021

Copy forwarded to the:-


1. Joint Registrar –cum-Principal Secretary to Hon'ble the Chief Justice.
2. All Sr. Secretaries/ Secretaries to the Hon'ble Judges of the Court.
3. All Officers of the Court.
4. All Superintendents of the Court.
5. Technical Director, NIC, OHC for uploading in the Orissa High Court website.
6. All Court Masters of the Court.
7. Court Master, Lawazima Court.
8. Director, Odisha Judicial Academy, Cuttack.
9. Member Secretary, Odisha State Legal Services Authority, Cantonment Road, Cuttack.
10. Notice Board

for information and necessary action.


02.02.21
Special Officer (Special Cell)


Memo no 1343/ Date.02.02.2021.

Copy forwarded to the Principal Secretary to Govt of Odisha, Law Department, Bhubaneswar for information and to accord necessary permission to the Deputy Director, Printing, Stationery and Publications, Odisha, Madhupatna, Cuttack-10 for publication of the above notification in the next issue of Odisha Gazette (Extra Ordinary)


02.02.21
Special Officer (Special Cell)

Memo no 1328/ Date.02.02.2021.

Copy forwarded to the Deputy Director, Printing, Stationery and Publications, Odisha, Madhupatna, Cuttack-10 for information and publication in the next issue of Odisha Gazette (Extra Ordinary) and to supply 100 copies of the same to the undersigned for official use.


02.02.21
Special Officer (Special Cell)

PART II

PROCEDURE AND PRACTICE

CHAPTER VI

General Rules regarding Applications and Affidavits

1. Every application to the High Court shall be a petition written in the English language.
2. Every petition shall state concisely and clearly:
 - (i) the facts, matters and circumstances upon which the applicant relies;
 - (ii) the matter of complaint, if any, and the relief sought.
 - (iii) ¹If any other application for similar or identical relief basing on the same subject matter being filed by the applicant, his/her authorized agent or any other person involved with him/her in the matter is pending in or disposed of by the Court.
3.
 - (i) The facts stated in every petition shall be verified either by affirmation or on oath of the petitioner or by a separate affidavit annexed to the petition; the solemn affirmation or oath being made in every case before a Commissioner for affidavits or other officer appointed for the purpose.
 - (ii) Affidavits may also be filed in support of facts brought to the notice of the Court otherwise than by petitions referred to in sub-rule (i). The solemn affirmation or oath required for such affidavits shall also be made before the Commissioner for affidavits or other officer appointed for the purpose.
 - (iii) The facts stated in a petition of appeal presented under section 382 or section 383 of the Code of Criminal Procedure need not be supported by affirmation or on oath of the petitioner or by a separate affidavit annexed to the petition.
 - (iv) ²Affidavits shall be filed in the following format:

¹ inserted vide C.S No.77

² Added vide c.s. No.68

**FORM OF AFFIDAVIT
IN THE HIGH COURT OF ORISSA: CUTTACK**

In the matter of:

- (1) Name, Address, Occupation, age of the deponent/ declarant/ petitioner/ Advocate.
- (2) Father's name:
- (3) Number of proceeding(s) pending in the High Court or would be instituted (Caveat).
- (4) Statement of facts:
- (5) If the facts stated are true to the best of the knowledge and belief of the deponent/ declarant/ petitioner/ Advocate or otherwise.

(Declaration in the following proforma)

" I.....the Applicant/ Respondent/Petitioner/ Opposite Party/ Deponent above named do hereby solemnly affirm that the facts stated in Paragraphsand..... are true to my own knowledge and in paragraph and are true to the best of my information which I obtained from the following sources :-.....

I believe the information to be true for the following reasons:

.....

Solemnly declare atthe above said thisday of20.....

SIGNATURE BEFORE ME

COMMISSIONER OF OATH

Solemnly affirmed before me bywho is identified before me by whom I personally know.

This theday of20.....

4. **Every petition and every affidavit shall be entitled "In High Court of Orissa" and shall be:**
 - (i) ¹Neatly typed on superior quality A4 size paper (29.7 cm x21 cm) having not less than 75 GSM with printing on ²[both]side of the paper with Font-Times New Roman, Font Size-14, in one and half line spacing (for quotations and indents- font size in single line spacing), with margin of 5cm on left and right and 3 cm on top and bottom.
 - (ii) couched in proper language; and
 - (iii) signed and dated either by the petitioner or declarant or his advocate

Provided that in case where the petition is filed from the judgment or order of a Subordinate Court as in the case of Civil Revision, Criminal Revision and Civil Review and where the facts are borne out by the

¹ Substituted vide c.s. No.89 and substituted vide C.S. No.97

² Amended vide Court's Notification No.1090/ R Dtd.28.10.2021

HIGH COURT OF DELHI AT NEW DELHI

No. 74/Rules/DHC

Dated: 16.03.2021

PRACTICE DIRECTIONS

Hon'ble the Chief Justice, on the recommendation of the "Rules Committee under Section 123 of CPC which also look into Delhi High Court (Original Side) Rules, 2018 and ancillary matters" is pleased to issue the following Practice Directions:-

"A4 size paper be used uniformly in all jurisdictions for all kind of pleadings contained in petitions, affidavits, applications or other documents etc, and all memorandum of appeals, orders and judgments in the High Court as well as in all District Courts of Delhi.

The A4 size paper to be used as above shall conform to the following specification of paper and formatting style :-

A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM with font – Times New Roman, font size 14, in 1.5 line spacing (for quotations and indents – font size 12 in single line spacing), with margin of 4 cm on left & right and 2 cm on top & bottom."

The printing / typing shall be on one side of the paper till further directions in the matter.

These Practice Directions shall come into force w.e.f. 01.04.2021.

By Order
Sd/-
(MANOJ JAIN)
REGISTRAR GENERAL

THE GAUHATI HIGH COURT AT GUWAHATI
(HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL
PRADESH)

NOTIFICATION NO. 32

Dated Guwahati, the 26th April, 2021

In supersession of earlier notifications, Hon'ble Gauhati High Court has been pleased to allow the use of superior quality A4 size paper (29.7 cm x 21.7 cm) having not less than 75 GSM with printing on both sides of the paper for all pleadings, petitions, affidavits, judgements, orders, internal documents, etc., in all Courts under its jurisdiction as per specifications given below:

1. Font size "14" of "Tahoma" font with one and half line spacing.
2. For quotations and indents- font size "12" in single line spacing.
3. Margins of 4 cm on left & right and 2 cm on top & bottom.

By Order,

Sd/- R. A. Tapadar
REGISTRAR (JUDICIAL)

Memo No. HC. III -40/2019/ 1705-1737/G, Dated Guwahati, the 26th April, 2021.

Copy to:-

1. The L.R.-cum-Commissioner & Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati, Assam.
2. The Registrar (Vigilance/ Judicial/ Administration/ Establishment), Gauhati High Court, Guwahati.
3. The Registrar, Gauhati High Court, Kohima Bench, Kohima / Aizawl Bench, Aizawl/ Itanagar Permanent Bench, Naharlagun.

4. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati. Guwahati.
5. The District & Sessions Judge, _____, Assam. *He / she is requested to circulate this Notification among the Judicial Officers under his / her jurisdiction.*
6. The Principal Judge, Family Court, Barpeta / Cachar / Dhubri / Kamrup (M) – I, II & III / Nalbari, Assam.
7. The Member, MACT, Barpeta / Cachar / Dhubri / Goalpara / Kamrup (M) – I, II & III / Nagaon / Nalbari / Sonitpur / Kamrup (Amingaon), Assam.
8. The Special Judge-cum-Judge, Designated Court, Assam.
9. The Special Judge, Assam.
10. The Special Judge, CBI, Assam.
11. The Special Judge, CBI, Assam, Addl. CBI Court No. 1, 2 & 3, Guwahati.
12. The Presiding Officer, Labour Court / Industrial Tribunal, Kamrup (M), Guwahati / Dibrugarh, Assam.
13. The Presiding Officer, Industrial Tribunal, Cachar, Assam.
14. The Chairman, Bar Council of Assam, Nagaland, Mizoram, Arunachal Pradesh and Sikkim.
15. The President/Secretary General, Gauhati High Court Bar Association, Guwahati.
16. The President/General Secretary, Gauhati High Court Advocates' Association, Guwahati.
17. The President/Secretary, All Assam Lawyers' Association, Guwahati.
18. The President/Secretary, Lawyers' Association, Guwahati.
19. The Joint Registrar (_____), Gauhati High Court, Guwahati.
20. The Director, Law Research Institute. Gauhati High Court. Guwahati.
21. The Deputy Registrar (_____), Gauhati High Court, Guwahati.
22. The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
23. The Asstt. Registrar (_____), Gauhati High Court, Guwahati.
24. The Court Manager, Gauhati High Court, Guwahati.

25. The Special Officer, Translation Wing, Gauhati High Court, Guwahati.
26. The Project Manager, Gauhati High Court, Guwahati. *He is requested to upload this Notification in the website of the Gauhati High Court.*
27. The P.S. to Hon'ble Mr. /Mrs. Justice _____, Gauhati High Court, Guwahati.
28. The A.O. (Judicial), _____ Section, Gauhati High Court, Guwahati.
29. The Court Masters, Court No. _____, Gauhati High Court, Guwahati.
30. The Court Officer Nos. 1 & 2, Gauhati High Court, Guwahati.
31. The Chief Security Officer, Gauhati High Court, Guwahati.
32. The C.A. to the Registrar General, Gauhati High Court, Guwahati.
33. The Gauhati High Court Notice Board, (Old Block & New Block).

R. A. Tapadar
20.04.21
REGISTRAR (JUDICIAL)

**HIGH COURT OF JUDICATURE AT ALLAHABAD
AMENDMENT (Admin. 'G-I') SECTION
NOTIFICATION**

NO. 307 /VIIIc, Allahabad,

Dated: 29 May, 2021

Correction Slip No. 267

In exercise of the powers conferred by Article 225 of the Constitution of India and all other powers enabling it in this behalf, the High Court of Judicature at Allahabad is pleased to make the following amendment in Allahabad High Court Rules, 1952 Volume I, with effect from the date of its publication in the Official Gazette.

The Allahabad High Court (Amendment) Rules, 2021

1. Short title and commencement.- (1) These rules may be called the Allahabad High Court (Amendment) Rules, 2021.

(2) These Rules shall come into force from the date of publication in the official Gazette.

2. Definition.- In these Rules, unless the context otherwise requires, "Rules" mean the Allahabad High Court Rules, 1952.

3. Amendment of Rule 6 of Chapter IX.- Rule 6 of Chapter IX of the Rules shall be amended as follows:

Existing Provision	Amendment
<p>6. Water-marked paper to be used.- Every memorandum of appeal or objection or application shall be fairly and legibly written or type-written, lithographed or printed with quarter margin on one side only of Government water-marked paper;</p>	<p>6. Paper to be used.- Every memorandum of appeal or objection or application shall be fairly and legibly written or type-written, lithographed or printed on one side of A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM and the formatting style of the text shall be as prescribed by the High Court from time to time;</p>

Provided that the Court may, when considered necessary, permit any other paper of foolscap size or both sides of the paper to be used for the purpose.

4. Amendment of Rule 11 of Chapter IX.- Sub-Rule (4) of Rule 11 of Chapter IX shall be amended as follows:

Existing Provision	Amendment
<p>11. (4) The copies shall be fairly and legibly written or type written, lithographed or printed with quarter margin on one side of durable paper;</p>	<p>11. (4) The copies shall be fairly and legibly written or type written, lithographed or printed on one side of A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM;</p>

Provided that the Court may, when considered necessary, permit any other paper of foolscap size or both sides of the paper to be used for the purpose.

the paper to be used for the purpose. used for the purpose.

5. Amendment of Rule 2 of Chapter XIII.- Rule 2 of Chapter XIII shall be amended as follows:

Existing Provision	Amendment
2. The paper-book in a First Appeal shall, unless otherwise directed by the Chief Justice, be either type-written or cyclostyled on one side of stout paper with double spacing and consist of a fly-leaf, an index and copies, transliterations or translations of the following papers, namely-	2. The paper-book in a First Appeal shall, unless otherwise directed by the Chief Justice, be either type-written or cyclostyled on one side of A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM with one and a half spacing and consist of a fly-leaf, an index and copies, transliterations or translations of the following papers, namely-
(a) Plaint;	(a) Plaint;
(b) Written statement;	(b) Written statement;
(c) Further pleadings, if any;	(c) Further pleadings, if any;
(d) Statements of parties or their pleaders recorded under Rules 1 and 2 of Order X of the Code;	(d) Statements of parties or their pleaders recorded under Rules 1 and 2 of Order X of the Code;
(e) Judgment under appeal;	(e) Judgment under appeal;
(f) Decree under appeal;	(f) Decree under appeal;
(g) Memorandum of appeal;	(g) Memorandum of appeal;
(h) Such evidence, oral or documentary or other papers as the appellant may wish to refer to;	(h) Such evidence, oral or documentary or other papers as the appellant may wish to refer to;
(i) Memorandum of cross-objection, if any; and	(i) Memorandum of cross-objection, if any; and
(j) Such other evidence, oral or documentary or other papers as the respondent may wish to refer to;	(j) Such other evidence, oral or documentary or other papers as the respondent may wish to refer to;
Provided that papers in Hindi written in Devanagri script shall not be translated;	Provided that papers in Hindi written in Devanagri script shall not be translated;
Provided further that documents in Urdu shall be transliterated in Devanagri script.	Provided further that documents in Urdu shall be transliterated in Devanagri script.

6. Amendment of Rule 8 of Chapter XV-A.- Rule 8 of Chapter XV-A of the Rules shall be substituted as follows:

Existing Provision

8. Full description of parties etc.- All pleadings and applications shall be drawn up in the manner provided in Rules 1, 4, 5 and 6 of Chapter XI with such modifications and adaptations as circumstances may require.

Copies of election petition, applications and other documents filed in Court shall be on durable paper and written, typewritten, lithographed or printed on one side of the paper only.

Amendment

8. Full description of parties etc.- All pleadings and applications shall be drawn up in the manner provided in Rules 1, 4, 5 and 6 of Chapter XI with such modifications and adaptations as circumstances may require.

Copies of election petition, applications and other documents filed in Court shall be on **A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM** and written, typewritten, lithographed or printed on one side of the paper **and the formatting style of the text shall be as prescribed by the High Court from time to time.**

7. Amendment of Rule 3 of Chapter XXVII.- Sub-Rule (9) of Rule 3 of Chapter XXVII shall be amended as follows:

Existing Provision

3.(9) The memorandum of appeal/documents accompanied shall be filed in duplicate and should be typed out or printed on stout and legal size paper, with index and date and event chart.

Amendment

3.(9) The memorandum of appeal/documents accompanied shall be filed in duplicate and should be typed out or printed on **one side of A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM**, with index and date and event chart **and the formatting style of the text shall be as prescribed by the High Court from time to time.**

8. Amendment of Rule 16 of Chapter XL.- Rule 16 of the Rules shall be amended as follows:

Existing Provision

16. Application to be accompanied by copy folios and stamp labels.- Except in a case, where no copying fee is chargeable under these rules, every application for copy shall be accompanied by copy folios bearing extra adhesive copy stamp labels of the requisite value, unless the copy required be of a book, register, map or plan or an extract therefrom. If the whole of the copy cannot be written upon the copy folios accompanying the application it shall be completed upon ordinary foolscap size paper;

Amendment

16. Application to be accompanied by copy folios and stamp labels.- Except in a case, where no copying fee is chargeable under these rules, every application for copy shall be accompanied by copy folios bearing extra adhesive copy stamp labels of the requisite value, unless the copy required be of a book, register, map or plan or an extract therefrom. If the whole of the copy cannot be written upon the copy folios accompanying the application it shall be completed upon **A4 size paper (29.7 cm X 21 cm) having not less than 75 GSM;**

Provided that where the copy

Provided that where the copy

required is a copy of a decree of the Court the application shall be accompanied only by adhesive copy stamp labels of the requisite value and the copy shall be made on the printed form prescribed for the preparation of decrees, the copy stamp labels being affixed thereon.

By Order of the Court

**(Ashish Garg)
Registrar General**

No. 6094 Allahabad,

Dated: 29 May, 2021

Copy forwarded for information & necessary action to:

1. All the Private Secretaries attached to the Hon'ble Judges of the High Court Allahabad as well as Lucknow Bench, Lucknow for information of their Lordships.
2. All the Personal Secretaries / Personal Assistants attached to the Officers of the Court for incorporating amendment in the books of the Officers.
3. The Senior Registrar, Lucknow Bench, Lucknow.
4. The Director, Institute of Judicial Training and Research, Vineet Khand, Gomat Nagar, Lucknow.
5. The Director, Printing & Stationery, U. P., Allahabad with the remark that he will get the notification published in the next issue of the Official Gazette of the Uttar Pradesh and 10 copies of so published Gazette notification be provided to the Hon'ble Court.
- ✓ 6. I/C Computer Centre for updating the Allahabad High Court Rules on official web site of the Court
7. The President, Bar Association, High Court, Allahabad.
8. The President, Advocates Association, High Court of Judicature at Allahabad.
9. The President, Awadh Bar Association, High Court, Lucknow.
10. The Head Bench Secretary, High Court of Judicature at Allahabad.
11. The Chief Documentation Officer cum Chief Librarian, High Court of Judicature at Allahabad.
12. All the Deputy Registrars of the Court at Allahabad.
13. Stamp Reporter Section (Civil and Criminal) , High Court of Judicature at Allahabad.
14. Section Officer, Admin 'H' Section (Administrative Record Room).

Ashish Garg
29.5.2021-1
Registrar General

No.Rule/P1604/2021

Date: 14th July, 2021.**HIGH COURT OF JUDICATURE AT BOMBAY****CIRCULAR**

It is notified for the information of all concerned that considering the difficulties being faced by the members of the Bar/ parties-in-person with regard to use of A4 size paper and with a view to bring uniformity about use of paper in day-to-day working on the administrative side, to minimize consumption of paper and consequently to save the Environment, Hon'ble the Chief Justice and the Judges of the Bombay High Court has been pleased to direct that henceforth, the Registry shall use A4 size paper (on both sides) for internal communications at all levels in the Registry.

It is, however, clarified that all the pleadings, petitions, affidavits or other documents, etc. filed in the Registry, on Judicial side for the purpose of filing in the High Court and its Benches at Nagpur, Aurangabad and Panaji (Goa) and all other Courts in the State of Maharashtra, the following specifications of paper type would be applicable:

“Superior quality A4 size paper having not less than 75 GSM with printing on the both sides of the paper with Font – Times New Roman or Georgia, Font size 14 with inner margin of 5 cms and outer margin 3 cms.”

...2/-

...2...


It is further ordered that for all internal communications and official purposes of the Registry of the High Court and its Benches at Nagpur, Aurangabad and Panaji (Goa) and Subordinate Courts in the State of Maharashtra also, A4 size paper having not less than 75 GSM would be utilized and except for the judgments of the Courts, printing may be done on both sides in all documents.

The aforesaid directions shall come into force with effect from the date of publication.

HIGH COURT, APPELLATE SIDE

BOMBAY, 14th July 2021

]]]]]


MAHENDRA W. CHANDWANI
REGISTRAR GENERAL

HIGH COURT OF HIMACHAL PRADESH, SHIMLA – 171 001

No.HHC/Rules/Vol.V./97-I-16227-41

Dated:03.08. 2021

NOTIFICATION

Hon'ble the Acting Chief Justice & Judges of the High Court of Himachal Pradesh in exercise of the powers vested in them, in this behalf are pleased to make the following amendments in the Rules and Orders of Punjab and Haryana High Court (Notification No.HHC/Rules/Amendment/91-1-2014, dated 05.01.2017) as applicable to the State of Himachal Pradesh:-

“Clause I of Paragraph 1, Quality of Paper to be Used etc of Chapter-16, Records, Part-A Preparation of Judicial Records, 1-General Directions of Vol.IV” shall be substituted as under:-

“I. All pleadings, applications and petitions filed before the civil as well as criminal courts shall be typed/printed in following specifications/format:-

Paper size	A4
Paper Thickness	80GSM
Top margin	2 cm
Bottom margin	2 cm
Left margin	4 cm
Right margin	4 cm
Font	Times New Roman
Font size	16
Line spacing	1.5
Use of paper	Both sides printing
Other	For the heading, font size should be 18, Times New Roman

**BY ORDER OF THE
HIGH COURT OF HIMACHAL PRADESH**

REGISTRAR GENERAL

Copy forwarded for information to:

1. The Principal Private Secretary to Hon'ble the Acting Chief Justice, High Court of H.P. Shimla.
2. The Secretary(ies) to Hon'ble Judges High Court of Himachal Pradesh, Shimla – 171 001.
3. The Additional Chief Secretary (Home) to the Government of Himachal Pradesh, Shimla -171002.
4. The Advocate General Himachal Pradesh, Shimla -171001.
5. The L.R.-cum-Principal Secretary (Law) to the Government of Himachal Pradesh, Shimla -171002.
6. The Secretary/ Private Secretary/PAs to the Registrar General/ Registrar(Judicial)/Registrar(Vigilance)/Registrar (Rules).
7. All the District and Sessions Judges in Himachal Pradesh, with a request to bring the contents of the notification into the notice of all concerned.
8. PA to CPC High Court of H.P.Shimla-171001 w.r.t. U.O. No. HHC/Cmp./eFiling/2018-I-14719, dated 17/19th July, 2021 .
9. The PA to Registrar (Establishment)/Registrar (Accounts) High Court of Himachal Pradesh, Shimla.
10. The Additional Registrars (Judicial) of this Hon'ble High Court for bringing the contents of this notification into the notice of all concerned.
11. All the Deputy Registrars/Assistant Registrars/ Court Masters/ Chief Librarian of the High Court of Himachal Pradesh, Shimla – 1.
12. The President, High Court Bar Association, Shimla, Himachal Pradesh.
13. The Section Officer (Computer) High Court of Himachal Pradesh for conversion into digital form.
14. The Technical Director, NIC of this Registry for updating the High Court website.
15. Guard file.

-sd-

(Ajay Mehta)
Registrar (Rules)

NOTIFICATIONS BY HEADS OF DEPARTMENTS, ETC.,

JUDICIAL NOTIFICATIONS

THE HIGH COURT OF JUDICATURE AT MADRAS

Amendment to Rule 2 of Order II of Rules of the High Court, Madras, Original Side, 1994

(R.O.C.No.38/2020/F1)

No. SRO C-27/2021.

In exercise of the powers conferred under Clause 37 of Letters Patent and Article 225 of the Constitution of India and all other powers hereunto enabling, High Court, Madras, hereby makes the following amendment to Rule 2 of Order II of the Rules of the High Court, Madras, Original Side, 1994 in supersession of the amendment made to the said Rule published in the Official Gazette Issue No.26, Part III-Section 2, dated 30.06.2021. The Amendment shall come into force with effect from the date of Publication in the Gazette.

AMENDMENT

In the Rules of the High Court, Madras, Original Side, 1994, for the existing Rule 2 of Order II of the said Rule, the following rule shall be substituted, namely:-

"All affidavits, interlocutory applications, and other proceedings presented to the Court shall be written, typewritten or printed fairly and legibly, on substantially white A4 Size paper, not less than 75 GSM, or any other quality as may be prescribed from time to time, instead of green or embossed paper and separate sheets shall be stitched together bookwise. The writing or printing shall be on both sides of the paper and numbers shall be expressed in figures.

All pleadings presented to the High Court shall be either printed or typewritten with following Margins:

For the Original Side

From the top – 2.5 cm
 From the bottom – 2.5 cm
 From the left – 3 cm
 From the right – 2.5 cm"

High Court, Madras,
 25th August 2021.

P. DHANABAL,
 Registrar General.

Madras High Court Writ Rules, 2021

(R.O.C.No.2734/2012/F1)

No. SRO C-28/2021.

By virtue of Article 225 of the Constitution of India and all other powers hereunto enabling, the High Court of Judicature at Madras makes the following Rules to regulate proceedings under Article 226 of the Constitution of India:

1. Title, Applicability and Commencement

- (1) These Rules shall be called the Madras High Court Writ Rules, 2021.
- (2) These Rules shall come into force from the date of publication in the *Tamil Nadu Government Gazette*.
- (3) These Rules shall apply to all proceedings under Article 226 of the Constitution of India, filed in the High Court after the commencement of these Rules.
- (4) These Rules shall *mutatis mutandis* apply to Writ Miscellaneous Petitions, affidavits, counter affidavits, other affidavits and documents filed after the commencement of these Rules in pending Writ Petitions.

HIGH COURT FOR THE STATE OF TELANGANA:: HYDERABAD**ROC.NO. 1757/SO/2020****DATE:18.02.2022****C I R C U L A R No.02/SO/2022**

Sub:- High Court for the State of Telangana – Usage of A4 size papers with printing on both sides with immediate effect on Judicial and Administrative side in High Court – Instructions – Issued.

- Ref:- 1) High Court's Circular No.18/SO/2021 in Roc.No. 1757/SO/2020 dated 18.11.2021.
 2) High Court's Circular No.20/SO/2021 in Roc.No. 1757/SO/2020 dated 01.12.2021.
 3) High Court's Roc.No. 04/Judl./2022, dated 18.02.2022.

Attention is invited to the High Court's Circulars referred above, wherein instructions were issued in respect of usage of A4 papers regarding filing of documents in the High Court.

It is now decided to use the A4 papers on Judicial and Administrative side by dispensing with the legal size papers with immediate effect.

Therefore, the following instructions are issued to all the Officers/ Section Officers/ Section Heads in the High Court:

- 1) With immediate effect A4 papers shall be used invariably instead of foolscap paper.
- 2) The Personal Secretaries / Courts Masters shall take printouts of the Judgments in A4 papers only.
- 3) The Section Officers / Section Heads shall issue Certified Copies / Carbon Copies of Judgments / Orders / Interim Orders and also prepare the paper book in A4 size papers only in all the cases hereafter.
- 4) All the Section Officers / Section Heads of the Administrative Sections shall use only A4 papers for preparing Office Notes, correspondences, etc.
- 5) Herein after the Section Officer, Stationery Section shall not issue foolscap paper on the indent made by the Section Officers and to supply only A4 papers.


REGISTRAR (ADMINISTRATION)
I/C. REGISTRAR GENERAL

To

1. The Principal Secretary to the Hon'ble the Chief Justice (with a request to place the same before the Hon'ble the Chief Justice for His Lordship's kind perusal).
2. All the Personal Secretaries to the Hon'ble Judges (with a request to place the same before the Hon'ble Judges for their Lordship's kind perusal).
3. All the Registrars, High Court for the State of Telangana.
4. The Director, Telangana State Judicial Academy, Secunderabad.
5. The Member Secretary, Telangana State Legal Services Authority, Hyderabad.
6. The Secretary, High Court Legal Services Committee, Hyderabad.
7. All the Officers, High Court for the State of Telangana, Hyderabad.
8. All the Section Officers/Section Heads, High Court for the State of Telangana, Hyderabad.

HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

ROC No.426/SO/2021

Date: 29.07.2022

CIRCULAR No.12/2022

Sub: High Court of Andhra Pradesh – Proceedings in the High Court of Andhra Pradesh - Usage of A4 size papers with printing on both sides on judicial and administrative side – Instructions – Issued.

The High Court having considered the Representations of some of the Advocates requesting for usage of A4 size papers, instead of foolscap/legal size papers for filing and printing on both sides, on judicial and administrative side in the High Court of Andhra Pradesh, to minimize consumption of paper and to protection of the environment, pending incorporation of amendments to relevant Rules, notifies the following instructions :

1. All Writ Petitions/Civil/Criminal Cases and other proceedings including Affidavits, Counters and all other papers required to be filed/presented to the High court shall be in A4 size papers only instead of foolscap paper/Legal size papers.
2. The Personal Secretaries / Court Masters shall take printouts of the Judgments in A4 size papers only.
3. The Section Officers / Section Heads shall issue Certified Copies / Carbon Copies of Judgments / Orders / Interim Orders and also prepare the paper book in A4 size papers only in all the cases hereafter.
4. All the Section Officers / Section Heads of the Administrative Sections shall use only A4 size papers for preparing office Notes, correspondences, etc.
5. Hereinafter the Section Officer, Stationery Section shall not issue foolscap paper on the indent made by the Section Officers and to supply only A4 size papers.

The above instructions will come into force with effect from **01.09.2022.**



REGISTRAR GENERAL

To

1. The Prl. Pvt. Secretary to the Hon'ble the Chief Justice, High Court of Andhra Pradesh (with a request to place the circular before His Lordship for kind perusal).

2. All PSs to the Hon'ble Judges, High Court of Andhra Pradesh (with a request to place the circular before the Hon'ble Judge for their Lordship's kind perusal).
3. All the Registrars, High Court of Andhra Pradesh.
4. The Registrar (IT)-cum-CPC, High Court of Andhra Pradesh (with a request to instruct the concerned to place the circular in High Court's website)
5. All the Unit Heads in the State of Andhra Pradesh.
6. The Secretary, High Advocates Association (With a request to circulate to all the members and to display in the notice board).
7. The Secretary, Bar Council of Andhra Pradesh.
8. The Member Secretary, A.P.State Legal Services Authority.
9. The Secretary, High Court Legal Services Committee.
10. The Director, High Court Mediation and Arbitration Centre.
11. All the Officers, High Court of Andhra Pradesh.
12. All the Section Officers / Section Heads, High Court of Andhra Pradesh.

THE HIGH COURT OF MEGHALAYA: SHILLONG

CIRCULAR

Dated, Shillong the 20th October, 2022

No.HCM/II/89/2014/Estt./97: With the approval of the Hon'ble the Chief Justice, w.e.f. 1st November, 2022, all official correspondences and all applications in the District and Sub-Divisional Courts shall be on stout white paper of A4 size and both sides of the paper shall be used. Every such application shall be neatly typed on stout paper (white colour) of A4 size with a margin of two inches and shall contain not exceeding thirty lines in each full page. Such applications shall be divided into paragraphs and numbered consecutively and both sides of the paper shall be used. Further, with regard to official correspondences also, both sides of the paper shall be used. However, papers of other sizes which are already in stock shall continue to be used till the same is exhausted.

By Order,

REGISTRAR GENERAL

Memo No.HCM/II/89/2014/Estt./97 -A

Dated, Shillong the 20th October, 2022

Copy to: -

1. The Registrar-cum-PPS to Hon'ble the Chief Justice, High Court of Meghalaya, Shillong for favour of kind information of His Lordship.
2. The P.S to Hon'ble Mr. Justice H.S. Thangkhiew, High Court of Meghalaya, Shillong for favour of kind information of His Lordship.
3. The P.S to Hon'ble Mr. Justice W. Diengdoh, High Court of Meghalaya, Shillong for favour of kind information of His Lordship.
4. The Registrar (Judicial Service), High Court of Meghalaya for favour of kind information.
5. All District & Sessions Judges/Chief Judicial Magistrates/Judicial Magistrates in-charge of Sub-Divisions in Meghalaya for favour of kind information and necessary action.
6. The President/ Secretary, High Court Bar Association, Shillong for favour of kind information.
7. The President/ Secretary of all the District Bar Associations in the State for favour of kind information and necessary action.
8. The Systems Analyst, High Court of Meghalaya, Shillong for uploading the same on the Official Website under the relevant head.
9. Office File.

3495
20/10/22

REGISTERED NO. PT.-40



The Bihar Gazette

EXTRA ORDINARY

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23 ASHADHA 1945(S)

(NO.PATNA 579) PATNA, FRIDAY, 14TH JULY 2023

PATNA HIGH COURT

NOTIFICATION

14th July 2023

**ADDENDA AND CORRIGENDA TO
PATNA HIGH COURT RULES, 1916 (Fifth Edition)
C.S. No.176**

No. Misc-13-2016-289(Rules).— The following **Substitution** and **Insertion** is made with immediate effect in the existing C.S. No.151 and C.S. No.152 (Gazette Notification No.208) dated 15.03.2016 whereby **Chapter – IIIA** of the **Patna High Court Rules, 1916** (Filing Procedure) was earlier substituted with effect from 01.04.2016 and further amendments made vide C.S. No.158 (Gazette Notification No.775) dated 21.09.2016.

Existing rules as per C.S. No.151 and 158.	The Rule so amended shall be read as follows:-
Rule 3(b) The proceedings/pleadings shall be on A-4 size Bond Paper.	By way of Substitution of existing provisions of same number by new rules:- 3(b) All petitions, affidavits, memoranda of appeal and other proceedings presented before this Hon'ble Court shall be in A4 size papers (21.0 X 29.7 cms) having not less than 75 GSM and typewritten/ printed on both sides in Font style Times New Roman.
Rule 3(c) The top margin and the left margin shall not be less than 2 inches and the bottom margin not less than 1 inch.	3(c) Page set up and margins- 4 cm on left and right; 3.5 cm on top and 2.5 cm bottom.

Existing rules as per C.S. No.151 and 158.	The Rule so amended shall be read as follows:-
Rule 3(d) Typing/printing shall be in Font Size 12 and in one and half spacing.	Rule 3 (d) Typing/printing shall be in Font size 14 and in double spacing.
3(e) The proceedings/pleadings shall bear running page number and continuous annexure numbers that is with prefix "P", in the case of documents filed by the Petitioner and prefix "R" in the case of documents filed by the respondents. Where there are more than one respondent then the documents filed will have prefix "R" with the respondent No. that is in case counter affidavit is being filed on behalf of Respondent No. 2 to 4, then the document will have prefix R2 etc. (Substitution made in CS 151 by CS 158).	Rule 3(e) The proceedings/pleadings shall bear running page number and continuous annexure numbers, continuously at the top, in the middle and top right corner of the page respectively. As far as annexure numbers are concerned, the number shall be prefixed 'P', in the case of documents filed by the Petitioner and prefixed by 'R' in the case of documents filed by the respondents and where there are more than one respondent, annexure number shall be prefixed by 'R' along with number status of the Respondent followed by annexure number.

**By Order of the Court,
RUDRA PRAKASH MISHRA,
*Registrar General.***

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RULES & ORDERS OF PUNJAB AND HARYANA HIGH COURT

VOLUME V

CHAPTER 1

JUDICIAL BUSINESS

PART A-(a) THE PRESENTATION AND RECEPTION OF APPEALS, PETITIONS AND APPLICATIONS FOR REVIEW AND REVISION ¹[AND SUPPLY OF ADVANCE COPY].

1. All ordinary appeals, petitions and applications for review or revision, written statements, affidavits or other documents, sought to be presented shall be presented by litigants or their Advocates by depositing them in the petition box of the Court outside the room of the Deputy Registrar between the hours of 10 a.m. to 4 p.m. on every day which is not a court holiday. Petitions sent by litigants through post for taking some judicial action shall not be entertained by this court but returned per bearing post:

To be deposited in petition box during court hours.

Provided that appeals, petitions, applications for review or revision, written statements, affidavits or other documents of prisoners or detenus, received through the officer incharge of the prison shall be entertained by this Court.

2. ²[Appeals, applications, etc., accompanied by petition to be treated as urgent, as well as transfer applications, memo of appeal in First Appeals against orders in Matrimonial causes, petitions for Writs and for Habeas Corpus which are *ipso facto* treated as urgent may be presented personally to the Reader to the Deputy Registrar on any working day during court hours. Civil writs, transfer applications in civil cases and First Appeals against orders are not, however, treated as urgent during the period the High Court is closed for the long vacation unless accompanied by a petition to be treated as urgent.]

Urgent and transfer applications to be presented personally.

No appeal, petition or application shall be received unless presented during the court hours from 10 a.m. to 4 p.m.

Provided that during the summer vacation the time for presentation of all ordinary appeals/petitions/applications by litigants or Advocates shall be 7.30 A.M. to 12.00 Noon or such other timings as the Senior Vacation Judge may fix and notify for any such vacation.

^{2&3} **[2. (a) Every pleading(s) including application(s), annexure(s) etc. in the High Court shall be in English language duly typed on both side of superior quality legal size paper of 80 GSM and above. The font shall be Thorndale or Times New Roman in size 14 with double space. Margins on the top and bottom of the page shall be 1.25 inches and 0.75 inch, respectively. The left side and right side margins shall be 1.25 inches. The numbering shall be on the top middle of each page and will run through both sides of the page.]**

1. amended vide Correction Slip No. 176 Rules/II.D4 dated 16.11.2018
 2. Rule 2 substituted vide Correction Slip No. 80 dated 06.04.1984.
 3. Rule 2 (a) substituted vide Correction Slip No. 163 Rules/II.D4 dated 04.07.2015 and amended vide Correction Slip No. 175 dated 16.10.2018.

IN THE HIGH COURT OF GUJARAT AT AHMEDABAD

R/WRIT PETITION (PIL) NO. 119 of 2020

=====

PATEL JAYDEEP HARESHBHAI

Versus

REGISTRAR GENERAL, GUJARAT HIGH COURT

=====

Appearance:

MR ANKITKUMAR B PATEL(9939) for the Applicant(s) No. 1
for the Opponent(s) No. 1,2

=====

CORAM: HONOURABLE THE CHIEF JUSTICE MR. VIKRAM NATH
and
HONOURABLE MR. JUSTICE J.B.PARDIWALA

Date : 05/10/2020

ORAL ORDER

(PER : HONOURABLE MR. JUSTICE J.B.PARDIWALA)

1. By this writ application under Article 226 of the Constitution of India, the writ applicant, a law student, has prayed for the following reliefs:

“(A) Your Lordship may be pleased to admit and allow this writ petition.

(B) — Your Lordship may be pleased to issue a writ, order or direction in the nature of mandamus, directing the use of A-4 Size paper, with printing on both sides of the paper , instead of legal size paper with one side printing, for all the pleadings, petitions, affidavits or other documents to be filed in this Hon'ble Court and all subordinate courts, tribunals etc. in the State of Gujarat with a view to bring uniformity about the use of paper and printing thereon and to minimize consumption of paper, including the costs of the proceedings and consequently to save the environment.

(C) Your Lordship may be pleased to issue a writ, order or

direction, directing the Registrar of this Hon'ble Court, if necessary, to make suitable amendments in the Gujarat High Court Rules, 1993 so as to give effect to the directions for the use of A-4 size paper, with printing both the sides of the paper, for all the pleadings, petitions, affidavits or other documents to be filed in this Hon'ble Court.

INTERIM RELIEF

(D) Your Lordship may be pleased to issue a writ, order or direction in the nature of mandamus directing the use of A-4 size paper, with printing on both sides of the paper, instead of legal-size paper with one side printing, for all the pleadings, petitions, affidavits or other documents to be filed in this Hon'ble Court and all subordinate courts, tribunals, etc. in the State of Gujarat with a view to bring uniformity about use of paper and printing thereon and to minimize consumption of paper till the disposal of this public interest litigation.

(E) Grant any other relief or pass any other order, which the Honourable Court may consider just and proper in the facts and circumstances of the case and in the interest of justice.

(F) Your Lordship may be pleased to award the costs of the writ petition.”

2. The case put up by the writ applicant, in his own words, as pleaded in the memorandum of his writ application, reads thus:

“4.1 That, in the Gujarat High Court and subordinate Courts, Tribunals, of the State of Gujarat Enormous Number of cases are filed on a daily basis and the filing are accepted on foolscap paper (hereinafter refer to as Legal Size Paper) with one side print, which greatly contributes to creation of a storage crisis and insurmountable wastage of paper, thereby causing great damage to the environment. Inter alia it is the common fact that this Hon'ble High Court and his subordinate Court also faces a huge storage of crunch as to the keeping of the records and files of the matter before it.

4.2 That, it goes without saying, that “Legal Size Paper”

(as it is commonly known), the usage of which is prevalent in this Hon'ble Court and in subordinate judgements, is thicker and requires more pulp to prepare, as compared to A4 sheets, and is more damaging to the environment. It is pertinent to mention, that ISO 16 is the International Standard for paper sizes, having A4 size paper as the most commonly used paper worldwide, the legal-size paper is more of a relic and legacy of the colonial era, and has been junked out of usage in most parts of the world. Notably, all the courts in the United Kingdom (U.K.) and in the United States (U.S.), including the Supreme Courts of U.K and U.S., Mandate the use of A-4 Size paper for all petitions and other purposes.

4.3 That, further the legal-size paper is far more expensive to use and difficult to procure as compare to A4 size paper, and not all printers are compatible with the legal size paper, although in other hand, A4 size printing is the by default setting and computability in most of the printers in India and around the world. As a matter of fact, the cost of a legal size (FS) bundle costs of (500 sheets) somewhere around Rs.377/- while, a bundle of A4 size paper costs somewhere around Rs.260/- (JK Copier May Vary). Moreover, the cost of printing and photocopying charged by photocopiers on our High Court's premises and outside in the city and all over the State, also greatly differs for the two sizes; for the legal size, the cost of printing or photocopying one paper is Rs.5/-, whereas, for A4 size paper the cost of photocopying or printing of one page is Rs.2/- (May be vary place to place)

4.4 That, significantly, the cost difference between the two paper sizes is more than double, and the same casts an unwarranted and unnecessary financial burden on the litigants and pinches their pockets, and it is unjust and unfair, as it strikes a heavy blow upon the pockets of the poor litigants who coming from weaker and underprivileged section of the society.

4.5 That, it is pertinent to mention, that saving the paper costs, by way of or using A4 size sheets with printing on both sides, and thereby saving the unwarranted and unnecessary costs of the proceedings, would directly benefit the ordinary litigants, and the poor litigants who coming from weaker and underprivileged sections of the

society, and the same would be indirectly boost the economy of the State by keeping the money in the pockets of the people/litigants.”

3. The writ applicant has also referred to few provisions of the “Gujarat High Court Rules, 1993”. In short, the endeavor on the part of the writ applicant is to highlight that there should be minimum use of the paper to prevent ecological imbalance.

4. We have heard Mr. Ankitkumar B. Patel, the learned counsel appearing for the writ applicant. According to the learned counsel, the Gujarat High Court, on its administrative side, may consider amending the Rules as regards the documents or copies to be produced or supplied by the advocates including the printing of the paper-books of criminal appeals as well as the civil appeals.

5. The learned counsel also invited our attention to the circular issued by the Supreme Court of India dated 5th March, 2020 as regards the use of paper and printing and see to it that the consumption of paper is minimized so as to save the environment. The circular of the Supreme Court reads thus:

“SUPREME COURT OF INDIA
E-MAIL COPY

F.No.01/Judl./2020

05th March, 2020

C I R C U L A R

It is notified for the information of all concerned that the Competent Authority has been pleased to direct that :

(I) With a view to bring uniformity about use of paper & printing thereon and to minimize consumption of paper & consequently to save the environment, superior quality A4 size paper (29.7 cm x 21 cm) having not less than 75 GSM with printing on both sides of the paper with Font - Times New Roman, Font size 14, in one and half line spacing (for quotations and indents – font size 12 in single line spacing), with margin of 4 cm on left & right and 2 cm on top & bottom, shall be used in the pleadings, petitions, affidavits or other documents to be filed in this Court;

(ii) in conformity with the provisions of Order LIII, Rule 2 of the Supreme Court Rules, 2013, all communications from the Registry of this Court shall only be sent to the concerned Advocates-on-Record through e-mail followed by an SMS alert on the registered mobile number of the Advocate-on-Record and thereafter the practice of sending the communication through hard copy shall be discontinued by the Registry;

(iii) the Filing Counter of the Registry, following the existing procedure with respect to fresh matters, may accept the Misc. Applications, Review Petitions, Curative Petitions and Contempt Petitions in disposed of matters as 1 +1 (1 set of original papers + 1 paperbook) and after the defects are cured, rest of the paperbooks shall be filed by the advocates/parties- in-person; and

(iv) a common index shall be placed in the first volume in case there are more than one volume in a matter and a separate index of each volume shall be placed in the respective volume(s).

E-MAIL COPY

The directions at Sl. Nos. (i) and (ii) shall come into force with effect from 1st April, 2020 and directions at Sl. Nos. (iii) and (iv) with immediate effect.

- sd -

(Sanjeev S. Kalgaonkar)

Secretary General

Copy to:

1. *The Secretary, Supreme Court Bar Association with five spare copies of the Circular with a request that this may be displayed on the Notice Board of the Bar Association for the information of the Members of the Bar.*
2. *The Secretary, Supreme Court Advocates-on-Record Association with five spare copies of the Circular with a request that this may be displayed on the Notice Board of the Association for the information of the Members of the Association.*
3. *The Registrar (CC) with a request to upload this Circular on Supreme Court Website.*
4. *Filing and Re-filing Counters.*
5. *All concerned. ”*
6. **Having heard the learned counsel appearing for the writ applicant and having gone through the materials on record, we are of the view that the issue raised in public interest should be looked into by the High Court of Gujarat on its administrative side.**
7. **We dispose of this writ application with a direction to the Registry to place this order before the Hon'ble the Chief Justice for appropriate orders on the administrative side.**

(VIKRAM NATH, CJ)

(J. B. PARDIWALA, J)

Vahid

NAFR

HIGH COURT OF CHHATTISGARH, BILASPUR**WPPIL No. 107 of 2020**

1. Akriti Agrawal

LEO 10, District : Raipur, Chhattisgarh.

2. Amisha Sharma |

3. Lakshya Purohit

---- Petitioners**Versus**The High Court of Chhattisgarh Through The Registrar General, Bodri,
Bilaspur, Chhattisgarh, District : Bilaspur, Chhattisgarh.**---- Respondent****and****WPPIL No. 134 of 2022**

Shahid Siddique

---- Petitioner**Versus**

1. Registrar General High Court of Chhattisgarh, Bilaspur, Chhattisgarh.

2. Registrar (Judicial) High Court of Chhattisgarh, Bilaspur,
Chhattisgarh.3. Chief Secretary State of Chhattisgarh, Mahanadi Bhawan, Naya
Raipur, District : Raipur, Chhattisgarh.**---- Respondents**

(Cause-title taken from Case Information System)

For Petitioners	:	Mr. Paras Jain and Ms. Anuja Sharma, Advocates in WPPIL No. 107/2020.
For Petitioner	:	Ms. Vedagni Jangde and Mr. Naveen Nirala, Advocates in WPPIL 134/2022.
For Respondent	:	Mr. Anurag Dayal Shrivastava, Advocate in WPPIL No. 107/2020.
For Respondents No. 1 & 2	:	Mr. Abhijeet Mishra, Advocate in WPPIL No. 134/2022.
For Respondent/State	:	Mr. H.S. Ahluwalia, Deputy Advocate General in WPPIL No. 134/2022.

Hon'ble Shri Ramesh Sinha, Chief Justice

Hon'ble Shri Naresh Kumar Chandravanshi, Judge

Order on Board

Per Ramesh Sinha, Chief Justice

02.11.2023

Heard Mr. Paras Jain, learned counsel for the petitioners, appears through video conferencing along with Ms. Anuja Sharma in WPPIL No.107 of 2020 and Ms. Vedangi Jangde, learned counsel for the petitioner along with Mr. Naveen Nirala in WPPIL No. 107 of 2020. Also heard Mr. Anurag Dayal Shrivastava, learned counsel, appearing for the respondent in WPPIL No. 107 of 2020, Mr. Abhijeet Mishra, learned counsel, appearing for respondents No. 1 & 2 in WPPIL No. 134 of 2022 and Mr. H.S. Ahluwalia, learned Deputy Advocate General, appearing for respondent No. 3/State in WPPIL No. 134 of 2022.

2. The WPPIL No. 107 of 2020 has been filed by the petitioners with the following prayers:

“10.1 Pass an order directing the respondent or competent authority to amend Rule 123(2) of Chapter VIII of The High Court of Chhattisgarh Rules, 2007 and

Rule 10(i) of The Chhattisgarh Rules and Orders (Civil), 1961 to mandate the use of A4 size paper, printed on both sides for the purposes of presentation of all pleadings and supporting documents in the High Court of Chhattisgarh and in all its Subordinate Courts.

10.2 Pass an order directing the Respondent to pass an “Administrative Order” to ensure the mandatory usage of standard A4 size paper and printing on both sides of paper, for all purposes in this Hon’ble Court and its Subordinate Courts.

10.3 Pass any other order or direction which this Hon’ble Court deems fit and proper in the interest of justice, Equity and Conscience.”

- 3.** The WPPIL No. 134 of 2022 has been filed by the petitioner with the following prayers:

“10.1 The Hon’ble Court may kindly be pleased to direct the authorities to take all submissions including petitions, affidavits and applications in A4 size papers instead of green legal paper and implement the same rules as decided by the Hon’ble High Court through its circular Annexure A/1.

10.2 The Hon’ble Court may kindly be pleased to direct the authorities that the above decision to be applicable in this court and all the subordinate Courts.

10.3 The Hon’ble Court may kindly be pleased to pass any further orders, as it may deem fit, in the facts and

circumstances of the case.”

4. Learned counsel for the petitioners in WPPIL No. 107 of 2020 submits that the petitioners have filed a representation dated 04.03.2020 before the High Court of Chhattisgarh for redressal of their grievance and the same is stated to be pending.
5. Mr. Anurag Dayal Shrivastava, learned counsel, appearing for the respondent/ The High Court of Chhattisgarh in WPPIL No. 107 of 2020 submits that the said representation is still pending.
6. We have heard learned counsel for the parties and perused the materials available on record.
7. **Considering the facts and circumstances of the cases and the fact that the prayers made in both the PILs are similar, we deem it appropriate to direct the respondent/ the High Court of Chhattisgarh to decide the representation filed by the petitioners on 04.03.2020, a copy of which has been annexed as Annexure P/3 in WPPIL No. 107 of 2020 and the same shall be decided within a period of eight weeks in accordance with law.**
8. Accordingly, both the writ petitions are **disposed off**.

**Sd/-
(Naresh Kumar Chandravanshi)
Judge**

**Sd/-
(Ramesh Sinha)
Chief Justice**



**HIGH COURT OF JUDICATURE FOR RAJASTHAN AT
JODHPUR**

D.B. Civil Writ Petition No. 1236/2022

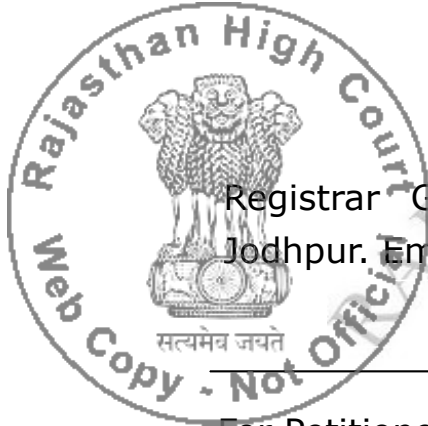
1. Lakshya Purohit :
2. Akriti Agarwal

----Petitioners

Versus

Registrar General, Rajasthan High Court, Principal Seat At
Jodhpur. Email- Rg. Rajhc@indiancourts.nic.in

----Respondent



For Petitioner(s) : None present
For Respondent(s) : -

**HON'BLE MR. JUSTICE SANDEEP MEHTA
HON'BLE MR. JUSTICE VINOD KUMAR BHARWANI**

Order

30/03/2022

The instant writ petition has been preferred by the petitioners seeking a direction for proper implementation of Order 20(A)(a) of the General Rules (Civil and Criminal), 2018 with regard to usage of A4 size papers on both sides in the court proceedings so as to prevent wastage of paper, which as per the petitioners, results into damage being caused to the environment. No one has appeared to argue the matter on behalf of the petitioner.

This court is apprised that the matter was placed before the Administrative Committee of the Rajasthan High Court and the



Committee has resolved that the present system may continue and no change is needed.

In this background, we hereby dispose of the writ petition leaving the petitioners at liberty to ventilate their grievances as and when warranted.

(VINOD KUMAR BHARWANI),J

(SANDEEP MEHTA),J



सत्यमेव जयते