

THE HIGH COURT OF KERALA

A7- 127/2020

Kochi : 682 031
Date : 25 .06.2020

NOTICE

Sub:- Online procedure for Filing and Video Conferencing –Further Instructions - reg.

Ref: High Court notice of even no: dated 17.05.2020 & 10.06.2020

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In continuation of the notices cited, the following instructions are issued with regard to the Online Procedure for Filing and Video Conferencing:

- The case files shall be scanned with a DPI setting of 200 and it should be made sure that the scanned documents are readable.
- All cases filed through e-mail shall contain the following:
 - (i) A declaration that no e-mail has been sent previously for the same case or declaration furnishing details of the previously sent e-mails for the same case, as the case may be.
 - (ii) A declaration that the copy has been duly served on the concerned Government Pleader/Standing Counsel appearing for the respondents.
- Filing of impleading petitions in Bail Applications filed through e-filing module shall be done via e-mail ID :

casefiling.hc-ker@kerala.gov.in & casefilinghck@gmail.com

Physical copy of Bail Applications shall contain an endorsement to the effect that physical copy has been served on the P.P. Only those Bail Applications which are physically filed along with the receipt generated by the system will be listed.

(By Order)


Sophy Thomas
Registrar General

To

The Advocate-General, Ernakulam.
The Director General of Prosecutions & State Public Prosecutor, Ernakulam.
The Additional Advocate-General, Ernakulam (2)
The Additional Director General of Prosecutions, Ernakulam
The President, Kerala High Court Advocates' Association, Ernakulam
The Vice-Presidents, Kerala High Court Advocates' Association, Ernakulam (2).
The State Attorney, Advocate-General's Office, Ernakulam.
The Secretary, Kerala High Court Advocates' Association, Ernakulam.
The General Secretary, Kerala High Court Senior Advocates' Association, Ernakulam.
The Secretary, Indian Law Institute, Kerala, Ernakulam

The Senior Standing Counsel, Government of India (Taxes), Ernakulam.
The Assistant Solicitor General of India, Ernakulam.
The Chairman, Bar Council, Ernakulam.
The President, Kerala Federation of Women Lawyers, Ernakulam.
The President, Kerala High Court Advocates' Clerks' Association, Ernakulam.
The Director of the Kerala Judicial Academy, Athani. (He shall bring
the matter to the attention of the Chairperson, KJA).
The Member Secretary, Kerala State Legal Services Authority, Ernakulam
The Director, Kerala State Mediation and Conciliation Centre, Ernakulam
The Registrar (Judicial), High Court.
All officers and Sections, High Court.
The Secretary, High Court Legal Services Committee, Ernakulam.
The Private Secretary to the Chief Justice, High Court.
The Protocol Officer, High Court.
The Public Relations Officer, High Court.
The Private Secretaries to Judges, High Court.
The IT Section, High Court (they shall publish the notice in the High Court Website.)
The Court keepers, High Court
The Admn. Records Section, High Court
The Notice Board, High Court
The File/Stock File

**Copy submitted to :- The Honourable the Chief Justice
&
The Honourable Judges**