

## THE HIGH COURT OF KERALA

A7- 127/2020

Kochi : 682 031  
Dated : 23.03.2020

### NOTICE

In continuation of the earlier communications and in the light of the emerging developments, Habeas Corpus, bail, anticipatory bail, suspension of sentence and custody cases will automatically be posted. Other matters which are very emergent, if any, that cannot be deferred till 08.04.2020 (closing day for the mid-summer vacation 2020) will be placed before the special benches constituted for granting permission. The said benches will hold sittings on 26.03.2020, 31.03.2020, 03.04.2020 and 07.04.2020. Filing of cases will be permitted on all working days subject to the above. Listing of emergent matters other than the matters mentioned above will be as permitted by the Hon'ble Judge.

As a measure to ensure that only urgent matters are filed for consideration by the court during the next couple of weeks, the following procedure, for seeking prior permission, is prescribed in respect of all matters except bail matters (regular and anticipatory, including those seeking modification of bail conditions), Habeas Corpus, suspension of sentence and custody matters. For the last mentioned matters, no prior permission would be required for filing but the litigant / lawyer must indicate whether he opts for a hearing of the matter through video conferencing.

1. In respect of all other matters, lawyers / litigants proposing to file an urgent matter shall send a one page e-mail to [casefiling.hc-ker@kerala.gov.in](mailto:casefiling.hc-ker@kerala.gov.in) giving a brief description of the subject matter of the case to be filed and indicating the nature of the urgency. The e-mail shall also indicate whether the lawyer / litigant opts for hearing through video conferencing, if permission to file the case is granted;
2. On receipt of the e-mail from the lawyer / litigant, the Registry shall forward the e-mail to the jurisdictional Judge and await a response to the same;
3. Immediately on receipt of the reply from the jurisdictional Judge concerned, the same shall be communicated to the lawyer / litigant concerned;
4. Where permission to file the case is granted, the lawyer / litigant shall take a print out of the e-mail received by him and produce the same along with the files of the case, at the time of presenting the same before the court for filing;
5. The filed case shall then be processed and sent to the Judge concerned for perusal;
6. On the date fixed for hearing, the case will be heard either in court or through video conferencing depending upon the option exercised by the lawyer / litigant.

Matters scheduled for pronouncing Judgments will be taken up in Chambers, for which lawyers need not be present.

(By Order)



K. Haripal  
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

## THE HIGH COURT OF KERALA

A7- 127/2020

Kochi : 682 031

Dated : 20.03.2020

### NOTICE

In view of the advisory issued by the Government cautioning against mass gathering to avoid the spread of Novel Coronavirus (COVID-19) infection and the discussions in the Full Court Meeting held on 20.03.2020, the following interim arrangements are made for regulating the Court Proceedings in all the Courts in the High Court, until further orders:

1. Filing of all papers in the Filing Section of the Registry will be permitted only up to 12.30 p.m. on all filing days;
2. Only very urgent admission matters will be posted before the Court. Counsel who desire to bring up any fresh admission matter before the Courts, should file a memo along with the admission file, stating specific reasons as to why the consideration of the matter cannot be deferred till the reopening of the Court after the Mid-Summer vacation-2020. The Registrar (Judicial) shall, after examining these requests, send only matters which are very urgent before the Court. The Counsel who are aggrieved by the decision of the Registrar(Judicial) shall obtain prior permission from the Court for posting the case;
3. No petition other than petition for extension of stay/interim order will be posted before the Court. If anyone requires any urgent petition to be posted before the Court, the same can be done only with the prior permission of the Court;
4. Prior permission in respect of all matters (*Single Judge & Division Bench*) as required in Sl. No. 2 & 3 above will be issued only by the Division Bench and that too in extremely urgent cases only. In matters relating to Single Judge also, mentioning of urgent matters for prior permission will be granted only in the Division Bench dealing with the subject. No mentioning for prior permission will be permitted before the Single Judge;
5. All petitions in which the stay/interim order expires on or before the reopening of the Court (18.05.2020), will be posted in Court concerned as per the usual procedure. No representation is required for extension of stay/interim orders. Stay/interim order will be extended till the reopening of the Court and the cases will be posted in the reopening week;
6. No case will be listed normally for hearing in the Courts. No weekly hearing or daily hearing/disposal list will be published. In case of extreme urgency for

hearing, the memo requesting for hearing duly consented by Counsel for all parties in the case shall be filed and the same will be placed before the Honourable Judge concerned and the cases will be posted for hearing as per the orders of the Honourable Judge;

7. In order to reduce the large gathering in the Admission Courts, more number of Courts will take up admission matters in writs and criminal jurisdiction;
8. In order to avoid the crowding of Advocates/Clerks in the Judicial Sections, the following arrangements will be made:
  - a) About half the number of Filing Scrutiny Officers will be shifted to a new location near to the present Filing Section, to the maximum extent possible;
  - b) Help Desk will be provided in the entrance of the Copying Section, Court Officers' Section & Data Entry Section and all papers/query be furnished by the Counsel/Clerks at the Help Desk. Entry inside these Sections will be permitted only in extremely urgent cases and that too when services could not be provided from the Help Desk;
9. The interns/trainees are advised to abstain from attending Courts/Chambers;
10. Staff will be permitted to abstain from attending office on rotation basis. Guidelines/Procedure for regulating the presence of staff in office will be issued by the Registrar General, after assessing the requirements and taking into consideration government orders in this regard.

(By Order)

  
K. Haripal  
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 Additional Director of the Kerala Judicial Academy, Athani.

The Member Secretary, Kerala State Legal Services Authority,  
Ernakulam.

The Director, Kerala State Mediation and Conciliation Centre,  
Ernakulam.

The Registrar (Judicial), High Court.

The Joint Registrars, High Court.

The Deputy Registrars, High Court.

The Deputy Director, Kerala Judicial Academy, Athani.

The Private Secretary to the Chief Justice, High Court.

The Protocol Officer, High Court.

The Public Relations Officer, High Court.

The Secretary, High Court Legal Services Committee, Ernakulam.

The Finance Officer, High Court.

The Assistant Director, Kerala Judicial Academy, Athani.

The Assistant Registrars, High Court

The Chief Librarian, High Court.

The Personal Assistant to the Chief Justice, High Court.

The Court Officer to the Chief Justice, High Court.

The Additional Public Relations Officer, High Court.

The Private Secretaries to the Judges, High Court. (they shall bring the matter  
to the notice of interns/trainees,  
undergoing internships under Their Lordships)

The Librarian, Kerala Judicial Academy, Athani.

The Accounts Officer, High Court.

The Security Officer, High Court

The Assistant Engineer, High Court.

The Superintendent (Vehicles), High Court.

The Confidential Assistants to the Registrars & the Addl. Registrar  
(GA), High Court.

The Court Officers' Section, High Court.

The J Section, High Court

The K Section, High Court

The H Section, High Court

The IT Section, High Court (they shall publish  
the notice in the High Court  
Website.)

The Court keepers, High Court

All Sections, High Court

The Civil Sergeants, High Court.

The Admn. Records Section, High Court

The Notice Board, High Court

The File/Stock File

They shall take necessary  
infrastructural arrangements in  
the light of the above  
instructions.

**Copy submitted to :-**

**The Honourable the Chief Justice,  
&  
The Honourable Judges**

