

THE HIGH COURT OF MEGHALAYA
SHILLONG

C I R C U L A R

No. HCM. III/03/2013-Estt/965

Dated, Shillong the 14th April 2020

In continuation of the earlier circular dated 25.03.2020 of the High Court of Meghalaya and in compliance of the directions of the Hon'ble Supreme Court dated 06.04.2020 in Suo Motu Writ (Civil) No. 5/ 2020 mandating that in order to maintain social distancing norms, access to Courts may be resorted through Video Conferencing, the High Court administration, with a view to deal the ongoing unprecedented situation following COVID-19 pandemic, hereby issue the following guidelines for conducting Court proceedings through video conferencing and e-filing:-

General Instructions:

1. Participants at the Video Conference would need to download the required app (VidyoDesktop/ VidyoMobile) on to the device that they intend to use for Video Conferencing.
2. Wherever possible, proceedings by way of Video Conference shall be conducted as judicial proceedings and the same courtesies and protocols shall be observed.
3. The participants shall refrain from using any recording device to record the proceedings during the Video Conference.
4. The participants are required to join the Video Conferencing only from a silent room so as to avoid any disturbance.
5. No third party shall intervene in the proceedings.

Filing Procedure:

1. An urgent request for hearing, stating nature of urgency in brief, not exceeding 2 (two) pages, can be sent via Whatsapp/ email by the learned Counsel/ Party-in-person on the following contact details:

- i. Registrar General: (+919863064897/
rg.mglhc@indiancourts.nic.in);
- ii. Joint Registrar (Judl.): (+919619820691/
albert.lanong@ajj.gov.in).

Complete details of the learned Counsel/ Party-in-person, including name, address, identity proof, contact number and email address, etc., shall be mentioned in the urgent application.

2. The learned Counsel/ Party-in-person praying for listing of a pending matter in extremely urgent category shall inform the opposite party and/ or their counsel in advance. Proof of service to the opposite side shall be filed along with the application/ petition.

3. Whether or not a matter will be considered of extremely urgent nature shall be decided by the Hon'ble Judges/ Judge depending on the gravity of the situation vis-à-vis merits of the case.
4. The learned Counsel/ Party-in-person shall then send via email the petition/ application, as the case may be, not exceeding 15 (fifteen) pages, as far as practicable, as a single PDF document. The PDF document containing the entire pleadings shall be sent in a single email.
5. The email, as above, shall be sent after 10.00 AM and before 01.00 PM on all working days from Monday to Friday.
6. The URL/ Link, including the time slot and the date allotted, will be shared by email/ SMS/ WhatsApp to the concerned parties prior to the date of Court sitting.
7. The learned Counsel/ Party-in-person may open the URL/ Link through any browser viz. Chrome, Firefox on any device having VidyDesktop/ VidyoMobile application installed on it.
8. The learned Counsel/ Party-in-person may submit the hardcopy of the application/ petition or matter of any other nature, before the High Court upon resumption of normal work. In that event, the matter shall be deemed to be presented on the date when the softcopy thereof was emailed. Court Fees are to be paid later on after normal Court works resume.
9. The learned Counsel/ Party-in-person may, for any technical assistance, contact Smti. Dashalene Kharbteng, Central Project Coordinator, High Court of Meghalaya (+919862584105/ cpc-mgl@aij.gov.in].

By order,

sd/-

REGISTRAR GENERAL

Memo No. HCM. III/03/2013-Estt/965-A

Dated, Shillong the 14th April 2020

Copy for information to: -

1. The Registrar –cum– Principal Private Secretary to Hon'ble the Chief Justice, High Court of Meghalaya, Shillong.
2. The P.S to Hon'ble Mr. Justice R.V. More, High Court of Meghalaya, Shillong.
3. The P.S to Hon'ble Mr. Justice H.S. Thangkhiew, High Court of Meghalaya, Shillong.
4. The P.S to Hon'ble Mr. Justice W. Diengdoh, High Court of Meghalaya, Shillong.
5. All District & Sessions Judges.
6. The Advocate General, High Court of Meghalaya, Shillong.
7. The Asst. Solicitor General/ Central Government Counsel, High Court of Meghalaya, Shillong.

8. President / Secretary, High Court Bar Association, Shillong.
9. President / Secretary, Shillong Bar Association, Shillong.
10. The Systems Analyst, High Court of Meghalaya, Shillong for uploading the same on the Official Website.
11. Notice Board.
12. Office File.


REGISTRAR GENERAL