

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

**NOTIFICATION NO. 28**

Dated: Guwahati, the 19<sup>th</sup> of April, 2021

It is for the information of all concerned that in the wake of the recent surge in cases of COVID – 19, Hon'ble the Chief Justice has been pleased to issue the following directions, which shall be applicable to the Principal Seat of the Hon'ble Gauhati High Court, the Outlying Benches at Kohima, Aizawl and Itanagar and the subordinate Courts of Assam, Nagaland, Mizoram and Arunachal Pradesh:

- (i) There shall be restricted Court functioning with staggered roster in all the courts, so as to maintain social distancing.
- (ii) 50% of the staff of the Principal Seat and the Outlying Benches, below the level of Administrative Officer (Judicial), shall attend office alternately. The Administrative Officer (Judicial) / In-charge of the concerned Sections of the Registry shall allot the roster duties amongst the officers and staff as per requirement. Moreover, the Administrative Officer (Judicial) / In-charge of the concerned Sections shall ensure that the urgent work of their respective Sections is not affected.
- (iii) The same arrangement is to be followed in the subordinate Courts of Assam, Nagaland, Mizoram and Arunachal Pradesh. The details of the roster are to be worked out by the concerned District & Sessions Judge, Chief Judicial Magistrate, Special Judge, Principal Judge, Family Court, Member, MACT, etc.
- (iv) All Officers and staff of the Principal Seat, the Outlying Benches and the subordinate Courts must wear face masks covering the nose and mouth.
- (v) Entry of outsiders shall be strictly prohibited in the Court premises, unless specifically directed by the concerned authority or unless personal appearance of a party is required in a judicial proceeding. No person, except the learned Advocates/parties appearing in person who are to address arguments, shall be permitted in the Court room.

  
19/4/2021

- (vi) For urgent listing of matters in the Principal Seat, learned Advocates may send e-mail to the Hon'ble Courts in the respective Court e-mail IDs (as mentioned in Notice dated 28-09-2020) in the prescribed format as notified earlier (the Notice dated 28-09-2020 and the format are enclosed with this Notification). With regard to the Outlying Benches, the concerned Registrar is to take a decision accordingly.
- (vii) The subordinate Courts of Assam, Nagaland, Mizoram and Arunachal Pradesh shall take up all matters through video conferencing except recording of statement u/s 164 and 313 of the Cr.P.C., bail matters, zimma matters, temporary injunction matters, remand matters, etc. However the District Judges in consultation with the President / Secretary of the Bar, may take such categories of cases in physical form in staggered manner depending upon the prevailing COVID – 19 situation in the respective districts. The District Judges may also consider taking up any other matter as "urgent", which they in their wisdom consider urgent.
- (viii) Any case, application or affidavit filed in the Filing Section shall be listed after 4 (four) clear days as enumerated in Order No. 25 dated 08-05-2020.
- (ix) Bar rooms in both the blocks and the canteen of the Gauhati High Court will remain closed. Likewise, the concerned District & Sessions Judge, in consultation with the President / Secretary of the Bar, shall take a decision regarding closure of the bar rooms.

The aforesaid directions shall come into effect from **20-04-2021** and shall remain in force for a period of **2 (two) weeks** or until further orders.

By order,

Sd/- Raktim Duarah  
**REGISTRAR GENERAL**

**Memo No. HC.III-06/2020/1514-1546/G dated 19<sup>th</sup> of 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.

  
19/11/2021

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).

  
**REGISTRAR GENERAL**

UP  
19.04.21



**The Gauhati High Court, At Guwahati**

[ HIGH COURT OF ASSAM, NAGALAND, MIZORAM & ARUNACHAL PRADESH ]

**NOTICE**

It is for information to all concerned that henceforth the '*Mention*' made physically through '*Memos*' in the Court shall not be handed over to the Court Masters. Instead, the '*Memos*' shall be required to send through E-mail (as attached herewith in a list) to the Court Masters of the respective Benches within 11 A.M. by keeping the '*originals*' with the learned Advocates.

BY ORDER

Dated, Guwahati the 28<sup>th</sup> September, 2020.

List of **Email Ids** to be used for communication of 'Mention Memos' to the  
Hon'ble Court

<b>Court No.</b>	<b>E-mail ID</b>
1	courthcj.ghc@gmail.com
2	court2.ghc@gmail.com
3	court3.ghc@gmail.com
4	court4.ghc@gmail.com
5	court5.ghc@gmail.com
6	court6.ghc@gmail.com
7	court7.ghc@gmail.com
8	court8.ghc8@gmail.com
9	court9.ghc@gmail.com
10	court10.ghc@gmail.com
11	court11.ghc@gmail.com
12	court12.ghc12@gmail.com
13	court13.ghc@gmail.com
14	court14.ghc@gmail.com
15	court15.ghc@gmail.com
16	court16.ghc@gmail.com
17	court17.ghc@gmail.com
18	court18.ghc@gmail.com
19	court19.ghc@gmail.com
20	court20.ghc@gmail.com
21	court21.ghc@gmail.com

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MENTION FORM FOR URGENT LISTING OF CASES

1	Name of Advocate seeking posting	:	
2	Case No.	:	
3	Date of Filing and Filing No.	:	
4	Contact No. of Advocate	:	
5	E-mail I.D. of Advocate	:	
6	Date on which posting is sought	:	
7	Stage of the Case (Motion/Admission/Orders/Hearing etc.)	:	
8	Nature of Urgency	:	