

**HIGH COURT OF MANIPUR**  
**AT IMPHAL**

**C I R C U L A R**

Imphal, the 29<sup>th</sup> April, 2026

No. HCM/Misc./89-Estt(V)/10768 : In pursuance of the directions contained in the order dated 16.04.2026 issued by the Hon'ble Supreme Court of India in Crl. Miscellaneous Petition No. 7862 of 2017 in Criminal Appeal No. 1971 of 2026 [Arising out of SLP (Crl.) No. 6906 of 2026] titled Shankar Mahto v. State of Bihar, wherein it has been, *inter alia*, directed that a standardised format explaining the chronology of delay shall be mandatorily incorporated in all legal aid appeals and Special Leave Petitions, the following directions are hereby issued for strict compliance as *infra*-

- i) It is hereby directed that every appeal/SLP filed through the High Court Legal Services Committee (HCLSC) or any Legal Services Authority shall mandatorily contain a 'Delay Explanation Format', detailing the stage-wise timeline from the date of the impugned order till the filing of the appeal/SLP in terms of timelines given in Para/Heading 13 of **STANDARD OPERATING PROCEDURE (SOP) FOR TRANSLATION AND TRANSMISSION OF RECORDS FOR FILING LEGAL AID APPEALS AND SPECIAL LEAVE PETITIONS (SLPS), 2025** (hereinafter referred to as 'SOP, 2025') as contained in the order dated 16<sup>th</sup> April, 2026.
- ii) No legal aid matter wherein condonation is sought shall be processed or filed without incorporating the said format.
- iii) The checklist in the format enclosed as Annexure- A herein, shall be appended as part of the filing documents in all such legal aid cases.
- iv) The Secretary, HCLSC shall ensure compliance at the stage of processing and forwarding legal aid cases.

  
29/04/26

  
Comm. of Affidavit  
High Court of Manipur  
Imphal (Manipur)

- v) The Registry (Judicial/Filing Section) of the High Court shall verify the inclusion of the format at the time of scrutiny and any deficiency shall be treated as incomplete filing and returned for compliance.
- vi) This Circular shall apply to Manipur State Legal Services Authorities (MASLSA); High Court Legal Services Committee (HCLSC), High Court of Manipur; District Legal Service Authorities (DLSAs); all Courts and Tribunals of the District Judiciary and all filing sections/Registry branches of the High Court of Manipur when dealing with legal aid cases.

This Circular shall come into force with immediate effect.


By order etc.,

  
(OJESH MUTUM)

REGISTRAR GENERAL  
HIGH COURT OF MANIPUR

Copy to:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of Manipur.
2. P.S. to Hon'ble Mr. Justice A. Bimol Singh, Judge, High Court of Manipur.
3. P.S. to Hon'ble Mr. A. Guneshwar Sharma, Judge, High Court of Manipur.
4. All District & Sessions Judges.
5. All Judges, Family Courts.
6. Registrar (Judicial), High Court of Manipur.
7. Special Judge (ND&PS), Manipur.
8. Member Secretary, MASLSA.
9. Secretary, HCLSC.
10. Presiding Officer, MACT/Revenue/Cooperative Tribunal.
11. All Additional District & Sessions Judges.
12. All CJMs/Civil Judges (Sr. Division)/DLSAs/Addl. Member Secretary, MASLSA.
13. All JMFCs/Civil Judges (Jr. Division)/Deputy Member Secretary, MASLSA/Deputy Registrar (Judl.), High Court of Manipur/ Administrative Officer, Imphal East.
14. System Analyst, High Court of Manipur. *He is requested to upload this notification in the website of the High Court of Manipur.*
15. Superintendent (Judicial-I, II & II)/Stamp Reporter, High Court of Manipur.
16. Guard file.

  
Comm. of Affidavit  
High Court of Manipur  
Imphal (Manipur)

Annexure-A

Checklist to be submitted by High Court Legal Services Committee in all applications filed seeking condonation of delay before the High Court/Supreme Court.

Date on which the impugned order was uploaded on the website of the High Court/Trial Court:	
Date on which the impugned order was communicated to the convicted person:	
Date on which consent to file SLP/Appeal was given:	
Date on which translated documents along with relevant papers were transmitted to SCLSC/HCLSC:	
Date on which a lawyer was appointed by SCLSC/HCLSC:	
Date on which documents were handed over to the lawyer by SCLSC/HCLSC:	
Date of filing of the SLP/Appeal:	
Explanation/Remarks (if any):	

  
29/04/26.

  
Comr. of Affidavit  
High Court of Manipur  
Imphal (Manipur)