

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

**NOTIFICATION No. 89**  
**the 5th October, 2020**

No.HCM/COVID-2020/RG/ 13917: In continuation of and in partial modification of earlier Notification No. 82 dated 01.09.2020 issued by the High Court of Manipur to regulate the working of the courts during the Novel Corona virus (COVID -19) pandemic and in compliance of the directions passed by the Hon'ble Supreme Court of India vide Order dated 23.03.2020 in SMWC No. 3/2020: "IN RE- CONGNIZANCE FOR EXTENSION OF LIMITATION" and Order dated 06.04.2020 in SMWC No. 5/2020: "IN RE – GUIDELINES FOR COURT FUNCTIONING THROUGH VIDEO CONFERENCING DURING COVID – 19 PANDEMIC" and in the nature of guidelines issued for LOCKDOWN and UNLOCK upto 31.10.2020 as declared by the Government of India on 30.09.2020; and subsequently by the Government of Manipur dated 01.10.2020 setting out guidelines for lockdown and unlock till 31.10.2020 whereby several restrictions have been removed and guidelines for containment have been issued; the High Court, in consultation with Hon'ble Judges and after consulting the members of the legal fraternity and considering the representation dated 01.10.2020 submitted by the High Court Bar Association of Manipur expressing as follows:

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- "(i) That for the next fifteen days, counting from Tuesday, the 6th October 2020 virtual courts be continued as the earlier

*High Court Notification covers upto 5th October, 2020. The National Directives for Covid-19 Management dt.30.09.2020 also directs that as far as possible the Practice of Work from Home should be followed.*

- (ii) That taking into consideration the difficulties faced by the members of the Bar in adapting to the new virtual environment, constitution of multiple Division Benches may kindly be restricted to the minimum for the time being.*
- (iii) That only the most urgent matters may be taken up.*
- (iv) That matters requiring lengthy hearing may please be not listed for the time being.*
- (v) That when a matter is mentioned for listing, consent of the Counsel of the other side obtained in writing be made mandatory as to the urgency of the matter and the necessity for listing.*

*The above suggestions and views of the members of the Bar may kindly be brought to the kind notice of his Lordship, the Hon'ble Chief Justice of the High Court of Manipur."*

the representation dated 03.10.2020 submitted by All Manipur Bar Association endorsing the views of High Court Bar Association for conducting court proceeding by video conferencing and listing of only urgent matters, and the views of All Manipur Judicial Officers' Association and other stakeholders, Hon'ble the Chief Justice is pleased to issue the following directions : -

1. The **regular court sitting** for both the High Court and District Courts/Tribunals shall be **regulated till 06.11.2020 as per the guidelines stated below** in anticipation of resumption of regular physical court sitting.

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2. The High Court will take up fresh motion cases which are urgent in nature, urgent admission cases, adjourned admission cases and limited regular pending cases as may be necessary through video conferencing on various dates to be fixed, depending on the nature of urgency for early or regular listing.
3. The court proceedings including special ordered cases shall be done through video conferencing facility as per Notification No. 79 dated 22.08.2020 issued by the High Court.
4. In so far High Court is concerned, the holding of limited physical court will be decided by the concerned Judge after taking into account the need, nature and stage of the case with prior approval of the Chief Justice. Maintaining strict covid-19 protocol and social distancing is a must.
5. The video conferencing software will be "**Jitsi Meet**". For *desktop and laptop*, users can join Jitsi Meet video conferencing by simply opening the link sent by the Court end through any browser, e.g., chrome, firefox, etc.

For *mobile phone users*, "Jitsi Meet" app has to be downloaded and installed from "Play Store" or "App Store" and has to click the link sent by the Court end.

6. For the High Court, the filing of fresh cases and other applications/documents will be accepted through email at hcmefiling@gmail.com without restriction however listing will be on the nature of urgency pleaded. Hard copies of the cases already filed through email so far have to be submitted to the Registry when regular court work resumes. Any urgent listing for the day will be considered on an application in the approved format when made before the Registry and it will be placed before the Hon'ble Chief Justice or his Designate for appropriate order. Keeping in mind the High Court Bar Association of Manipur unanimous resolution,

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Counsel for the either side can seek hearing of pending case of any stage by way of a mention application for listing after serving notice on the other side and by taking their consent.

7. For the District Courts/Tribunals, fresh cases shall be filed in soft copy format. Hard copies original of the cases already filed through email filing so far have to be submitted to the concerned courts after restrictions are relaxed. Urgent application for hearing can be moved with the permission of the Presiding Judge who shall decide considering the nature and stage of the case and prevailing local conditions.
8. Counsels/Parties-in-person who file through email, shall file an undertaking to the effect that necessary court fees, sworn affidavit and other documents be submitted after restrictions are relaxed.

As far as possible, petition/application filed through email filing shall not exceed 15-20 pages. All necessary and important annexures/documents can be filed as part of the case filed. The hard copy of the case with annexure of documents shall be submitted as and when restriction are relaxed.
9. Court hour will be from 10.30 am to 4.00 pm or till the discharge of Cause List, whichever is earlier.
10. All motion and other matters will be listed before the appropriate Bench as assigned by the Hon'ble Chief Justice or his Designate.
11. In case of District Courts/Tribunals, mention is to be made before the Presiding Judge.
12. Advocates who enter court complexes for any reason have to maintain strict social distancing and subject themselves to thermal scanning and covid screening. Covid-19 protocol is to be maintained. Litigants and other officials relating to a case can enter

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court premises only with prior permission of the Hon'ble Court/ Presiding Judicial Officer. Wearing of mask at all time is compulsory in all Court complexes of Manipur. Strict adherence to covid-19 protocol is a must.

13. District & Sessions Judges and Presiding Officers may work out modalities for proper functioning of their respective Courts in consultation with the members of Bar and other stake holders, as may be necessary. Cases ready for argument shall be heard by video conferencing. District Courts/Tribunals shall conduct time bound and specially directed cases without any excuse or delay. In respect of cases of Special Court, trials ( civil and criminal cases) as directed by the Hon'ble Supreme Court and High Court, there will be no adjournment beyond seven days except for special reasons to be recorded.
14. Manipur Judicial Academy will conduct online training programmes without fail.
15. In view of the hardship faced by the common people during the covid-19 pandemic, Manipur State Legal Services Authority shall take up urgent legal services activities at all level, as may be possible following Covid-19 protocol.
16. Pending cases, other than listed cases, fixed for hearing on day-to-day basis up to 06.11.2020 shall be adjourned to subsequent dates in respect of High Court and District Courts. This will not apply to Special Courts and trials (civil and criminal cases) as directed by Hon'ble Supreme Court and High Court. The information in this regards is to be uploaded on the website of the District Court. It shall also be pasted on notice board.
17. The interim orders granted by the High Court for a specified date in pending cases shall be extended till next date of effective hearing.

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18. The interim orders granted by the District Courts/Tribunals in pending cases for a specified date shall be extended till next date of effective hearing.
19. Similar arrangements shall be made by all the respective Juvenile Justice Boards of the districts.
20. In view of the above regulations in relation to the working of regular Court work till 06.11.2020, limitation for any Court proceeding shall not run with effect from 15.03.2020 until further order in pursuance of order dated 23.03.2020 in SMWC No. 3/2020 : IN RE - COGNIZANCE FOR EXTENSION OF LIMITATION passed by Hon'ble Supreme Court of India. **The counsels for the parties/parties are informed in advance that limitations will start as and when regular physical court starts functioning.**
21. As far as the High Court is concerned, all Officers and staff of the High Court shall attend office on all working days. However, such Officers/ staff who are residing in the containment zones are exempted from attending office on written permission from the Registrar General.
22. Digitization and Scanning work shall continue. However, those who are from the containment zones are exempted on written permission of the CPC.
23. As far as District Courts/Tribunals are concerned, the Presiding Judges shall ensure full attendance of staff for the purpose of court sitting and office work. However, those residing in the containment zones are exempted from attending office on written permission from the Presiding Judge.
24. Entry to the Bank and Post Office in High Court Complex will be restricted and regulated in view of strict Covid-19 protocol.

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25. This arrangement is subject to review and modification from time to time.

By order

*A. Guneshwar Sharma*

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Registrar General

Copy to:-

1. Secretary General, Supreme Court of India
2. Secretary, Department of Justice, Government of India.
3. The Advocate General, Govt. of Manipur.
4. The Chief Secretary, Govt. of Manipur.
5. The Director General of Police, Manipur.
6. The Registrar, Admin & Vigilance, High Court of Manipur.
7. All the learned Judicial Officers, Manipur.
8. The Secretary (Law), Government of Manipur.
9. The Govt. Advocate, Govt. of Manipur.
10. The President, High Court BAR Association.
11. The President, AMBA, Manipur.
12. The Joint Director, Manipur Judicial Academy.
13. All the Joint Registrars, High Court of Manipur.
14. The Principal Magistrates, all Juvenile Justice Boards.
15. All the Deputy Registrars, High Court of Manipur.
16. The Principal Secretary to Hon'ble the Chief Justice, High Court of Manipur.
17. All the Asst Registrars/LRO/Court Managers, High Court of Manipur.
18. The P.S to Hon'ble Justice L.S. Jamir, High Court of Manipur.
19. The P.S to Hon'ble Justice Kh.Nobin Singh, High Court of Manipur.
20. The P.S to Hon'ble Justice M.V. Muralidaran, High Court of Manipur.
21. The P.S to Hon'ble Justice A. Bimol Singh, High Court of Manipur.
22. The P.S to Registrar General, High Court of Manipur.
23. The System Analyst, High Court of Manipur for uploading the same to the Official Website.
24. All the Superintendents/Court Officers/Stamp Reporter/Protocol Officer, High Court of Manipur.
25. All the Court Master, High Court of Manipur.
26. The Guard file.