

RAJASTHAN HIGH COURT

No. 07/PI/2022

Date- 05.02.2022

C I R C U L A R

For safety and security of all concerned, it is hereby notified that all the Subordinate Courts/Special Courts/Tribunals of Rajasthan shall function only through virtual mode till 08.02.2022 in terms of Circular No. 03/P.I./2022 dated 11.01.2022.

Further, in view of gradual improvement in the conditions arising out of Covid-19 and relaxation in the conditions imposed by the State Government, in modification of Circular No. 14/PI/2021 dated 01.07.2021 and in supersession of all other Circulars, following guidelines are issued for regular functioning of Subordinate Courts/Special Courts/Tribunals from 09.02.2022 till further orders:-

1. All the Subordinate Courts/Special Courts/Tribunals shall start regular functioning with physical presence as well as through video conferencing (Hybrid mode). In view of prevailing conditions, as a preventive measure, all concerned may prefer virtual mode of hearing and e-filing.
2. Entry in the court premises will be permitted only to the persons who have taken 1st dose of Covid-19 vaccine on showing the vaccination certificate issued by the competent authority at the entry gates. Relaxation will be given only to those persons after scrutiny whose vaccination cannot be done for medical reasons as per advisory of the Central/State Government.
3. Subject to fulfilling the condition of Para-2 above, only those learned Advocates whose matters would be in progress shall be allowed in the court rooms along with concerned witness/litigant, if any.
4. All those who would enter the court premises shall wear face masks all the times including while arguing. Wearing of Face shield and hand gloves should be preferred.
5. The social distancing as per the guidelines of Central and State Government shall be followed in strict manner in the entire premises.
6. Judicial Custody remands shall be given only through video conferencing as far as permissible.
7. Video conferencing shall be conducted through video conferencing application 'Microsoft Teams' or any other application prescribed by

Rajasthan High Court from time to time. If some newly created courts do not have licenses of Microsoft Teams or other prescribed application, the District Judge may provide them the license of any other vacant court or they may use free VC Applications 'Jitsi' or 'Google Meet'.

8. Dedicated Video conferencing hardware has been installed in most of the subordinate courts and is in process in remaining courts. The subordinate courts in which dedicated VC hardware has not been installed, will use All-in-one computers available in courts or official Laptop of the Presiding Officer or NSTEP Mobile Phones for court proceedings through video conferencing.
9. Easy and simple Help Manuals/SOP in Hindi have been sent to all District & Sessions Judge for use of Microsoft Teams by learned Advocates, litigants and other stakeholders. All District & Sessions Judge will ensure that meeting Links of all the Courts and these Help Manuals are uploaded on the website of respective Judgeship.
10. All the District & Sessions Judges will also publish Email Address and Landline Phone Number of each Court along with the VC Links. The Landline Phone Number of each Court will work as helpline number for issues related to Video Conferencing.
11. Filing of matters may be made physically or through E-Filing. E-Filing may be made on E-filing portal as per Guidelines dated 23.07.2020 available on website of Rajasthan High Court (<https://hcraj.nic.in/hcraj/efiling.php>). District Judges shall notify a dedicated email address for each court complex on the official website of the Judgeship on which learned Advocates may send their details for entering in CIS so that after necessary entry in CIS, they may register themselves for e-filing.
12. Payment of Court Fees may be made through E-Pay facility, the link of which (<https://pay.ecourts.gov.in/epay>) is available on Home Page of website of Rajasthan High Court in eServices Menu. All concerned may prefer e-pay facility as a preventive measure.
13. If any staff member is having flu like symptoms, would immediately inform the concerned Presiding Officer and would take leave as per medical advise.
14. District & Sessions Judges at District Headquarters and senior most judicial officer at Taluka Headquarters would make necessary arrangements for limiting the entry points in the court premises as per local conditions with the assistance of the Committee of one Judicial Officer,

Bar President and one senior court staff, already constituted.

15. The consumption of liquor, pan, gutka, tobacco and spitting inside the court premises shall be strictly prohibited and attract prosecution/punishment as per the guidelines of Central/State Government.
16. Entry of law interns in the court premises would be strictly prohibited.
17. Entry gate(s) of court premises shall be equipped with requisite thermal scanners. The medical staff shall properly screen all the persons as per the SOP issued by Central and State Government. Persons having flu like symptoms be not allowed to enter the premises.
18. Canteens, Photo Copying shops, Book shops and E-Mitra kiosks may be opened with required protocol/arrangements as prescribed by Central and State Government.
19. Proper sanitization of entire premises must be ensured. Regular cleaning with sodium hypochlorite and infecticide may be done in the entire premises. All the Public Toilets in court premises should be cleaned at regular intervals with chemicals. Hand-wash and sanitizer shall be provided in toilets and court corridors.
20. Awareness Signage mentioning Do's, Don'ts and Precautions be placed at appropriate places in the court premises.
21. The District & Sessions Judges shall ensure vaccination of all concerned stakeholders at the earliest. Covid-19 Testing of learned Advocates and Court Staff would also be continued.
22. All the directions and guidelines issued by the Central/State Government from time to time, as applicable, would be strictly followed.
23. The Committee of one Judicial Officer, Bar President and one senior court staff already constituted shall continue to supervise and monitor the situation on daily basis to ensure strict compliance of the directions for prevention and containment of spread of Covid-19 and to take appropriate remedial steps.
24. The directions issued by this Circular shall be applicable to all the Courts and Tribunals which are under superintendence of Rajasthan High Court under Article 227 of the Constitution of India.

By Order

REGISTRAR GENERAL

No. Gen./XV/42/2020/298

Date – 05.02.2022

Copy forwarded to the following for information and necessary action:-

1. The Registrar-Cum-Principal Secretary to Hon'ble the Chief Justice, Rajasthan High Court.
2. The Private Secretaries to all Hon'ble Judges, Rajasthan High Court, Jodhpur/ Jaipur Bench.
3. All the District & Sessions Judges with the request to circulate the same amongst all the Presiding Officers of their judgship.
4. Presiding Officers of all the Special Courts and Tribunals.
5. All the Bar Associations through the concerned District & Sessions Judges.
6. Sr. Technical Director/Technical Director, NIC, Rajasthan High Court Jodhpur/Jaipur Bench for uploading it on the website of Rajasthan High Court.

REGISTRAR GENERAL