

**HIGH COURT OF DELHI: NEW DELHI**

No.R- 117/RG/DHC/2020

Dated: 22.04.2020

**OFFICE ORDER**

In continuation of the directions issued vide Office Order No. R-3/RG/DHC/2020 dated 04.04.2020, it is hereby informed that this Court shall continue to hear urgent matters through Video Conferencing. However, the process of mentioning has been modified as under: -

- (i) Mentioning of the urgent matters before the designated Registrars/Joint Registrars would now be only through clickable link <https://tinyurl.com/y7se5gl2> OR [http://164.100.68.118:8080/DHC\\_FILING/](http://164.100.68.118:8080/DHC_FILING/). The aforesaid link would be available from 10:30 am to 12:00 noon on all working days. All the mandatory fields mentioned in said link must be filled up, failing which the said request will not be processed.
- (ii) The procedure of mentioning of urgent matters by telephone to the designated Registrars stands discontinued with immediate effect. No telephonic call be made to the designated Registrars/Joint Registrars. However, in case any 'counsel on record' is unable to use the link on account of any technical glitch, he may contact Mr. Sarsij Kumar, Joint Director (IT), Mobile No. 9650006723.
- (iii) Urgency be explained clearly by uploading a pdf. file comprising of one page (not more than 5 MB in size). The request shall not be processed in case of insufficient particulars.
- (iv) Once an application is successfully uploaded on the abovementioned link, a system generated SMS confirmatory will be sent on the registered mobile number intimating the advocate of successful registration of the prayer for urgent listing. This however, shall not be construed as request for urgent listing having been allowed.
- (v) In case any matter is declined for being listed by the designated officers, a message by SMS shall be sent on the registered mobile number of the advocate intimating him / her about the request being declined. An option will also be given in the message for putting up the request for urgent listing before the designated Hon'ble Judge for reconsideration. On exercising the option made available on the registered mobile of concerned 'counsel on record' through SMS, the matter shall be further put up to the designated Hon'ble Judge for reconsideration. However, such option for exercising reconsideration shall be available till 3.00 pm same day only.
- (vi) Once the mentioning is allowed, an SMS shall be sent to the advocate on the registered mobile number intimating the same and also containing a set of instructions regarding the mode and manner of hearing. All requisite documents be transmitted on the designated email within two hours of receiving of confirmatory SMS to ensure that the matter gets listed for the given date. The confirmatory SMS shall contain the necessary compliances to be made before transmitting the applications to the designated email address.
- (vii) If the matter is clear from all 'defects', it will be listed on the given date and time for hearing. In case 'defects' are found in the matter, an SMS shall be sent to the registered mobile number of the advocate intimating him of the same with a request to clear the defects withing a given time frame. If the defects are not cleared within the time given, the matter will not be listed on the given time and date. It will be listed on the next available working day, subject to the defects having been cleared.
- (viii) Two Court Rooms i.e. Court Room Nos. 19 and 23 situated on the Ground Floor of the Main Building ('A' Block) are ready and available to be used for Video Conferencing by those Advocates/Litigants whose matters have been permitted to be listed but who are

not in position to handle Video Conferencing from their respective homes/offices. In case any Advocate wishes to avail the said facility, he may make a request to Mr. Manoj Gaur, on mobile number 097173 94840

**By Order**

**(Manoj Jain)**  
**Registrar General**

Endst. No. R-118/RG/DHC/2020

Copy forwarded to all concerned.