



## **National Company Law Appellate Tribunal**

**Dated : 18<sup>th</sup> July, 2022**

### **Modified Standard Operating Procedure for Ld. Advocate/Authorised Representative/Party-in-person for physical hearing with effect from 1<sup>st</sup> August 2022 at Principal Bench, New Delhi only.**

- (1) Ld. Advocates/Authorised Representatives/ Parties-in-person are requested to file Appeal/Interlocutory Application/ Reply/Rejoinder etc. through NCLAT e-filing portal (<https://efiling.nclat.gov.in>). The URL for the same is available on NCLAT website ([www.nclat.nic.in](http://www.nclat.nic.in)).
- (2) It may be noted that it is mandatory that Ld. Advocates/Authorised Representatives/ Parties-in-person shall file the Appeal/Interlocutory Application/Reply/Rejoinder etc. in hard copy also as per the procedure prescribed in NCLAT Rules, 2016 along with the e-filing receipt. The online filing & hard copies must match with proper pagination. The Court Fee shall be paid through Bharat Kosh (<https://bharatkosh.gov.in>) and the payment receipt should be attached.
- (3) The cases listed before Principal Bench (all Courts), New Delhi only of the National Company Law Appellate Tribunal from **1<sup>st</sup> August, 2022** shall be heard through Physical Hearing only.
- (4) Entry into the Court Rooms, for the purpose of attending physical hearings, shall stand restricted to:
  - (i) Only one learned Advocate per party whose case is listed for hearing that day and whose vakalatnama is on record or who has been duly authorized by such Advocate to appear;
  - (ii) Learned Senior Counsel engaged by any such Advocate;
  - (iii) Registered Clerk only for the limited purpose of delivering heavy and bulky case files of such Advocates at the designated Court Room. Such Clerk shall leave the Court Room and shall enter again only to recollect the same;
  - (iv) It may be noted that wearing of mask, frequent use of hand sanitizer and maintaining physical distancing norms is

- mandatory for all entrants into the NCLAT premises, including into the Court Rooms;
- (v) In order to ensure strict adherence to the norm of social distancing, seats in each Court Room have been limited to bare minimum;
  - (vi) Entry in the Court Rooms shall be permitted to those learned Senior Counsels/Advocates whose matter is called out for hearing and also for the Advocates whose item is the immediate next, subject to availability of space;
  - (vii) Once the matter is over, learned Advocate shall immediately leave from the designated exit point;
  - (viii) The display boards shall be functional for their convenience and information;
  - (ix) Persons displaying symptoms of flu, fever, cough etc. are requested to not attend the Court.
- (5) Below mentioned mandatory norms are to be followed by all concerned who are permitted to enter the Court premises/ Court Rooms: -
- Wearing of mask all times.
  - Undergoing thermal scanning at the designated entry points and random checking inside the court blocks.
  - Sanitizing the hands before/at the time of entry.
  - Strict adherence to the norm of social distancing within the NCLAT premises.
  - Social/ physical distancing.
  - Adherence to all the directions/ guidelines/ SOPs/ advisories issued by the Government of India and the Govt. of NCT of Delhi in respect of the Covid-19 pandemic.

This issues with the approval of Hon'ble Chairperson, National Company Law Appellate Tribunal for information and compliance of all concerned.

By Order

(Peeush Pandey)  
Registrar