

# ALLAHABAD HIGH COURT RULES

(RULES OF THE COURT, 1952)

## PART I-GENERAL-CHAPTERS I TO VIII

### CHAPTER I PRELIMINARY

1. **Introductory** :- These Rules are made by the High Court of Judicature at Allahabad in exercise of the powers conferred by Article 225 of the constitution of India and all other powers enabling it in that behalf.

2. **Short title and commencement** :- These Rules may be cited as Rules of Court, 1952 and shall come into force on the fifteenth day of September, 1952. They shall apply to proceedings and matters in the High Court commenced on, or subsequent to, that date and, so far as may be, also to proceedings and matters pending on that date.

3. **Interpretation** :- (1) In these Rules unless the context otherwise requires-

"Bench" includes a Judge sitting alone;

"Certified" in relation to a copy means certified as provided in Section 76 of the Indian Evidence Act, 1872;

"Chief Justice" includes, in the absence, the Judge authorised to act on his behalf;

"Code" means the Code of Civil Procedure, 1908, and reference to an "Order" of the Code means reference to an Order of the first Schedule thereto;

"Constitution" means the Constitution of India;

"Court" and "this Court" means the High Court of Judicature at Allahabad as constituted by the U.P. High Courts (Amalgamation) Order, 1948;

"Editor" means a person appointed by the Chief Justice for scrutinizing applications for translation and printing and for performing such other duties as are assigned to him under these Rules;

"Judge" means a Judge of the Court;

"Judgment Clerk" means an officer of the Court appointed to take down notes of judgments or orders pronounced by the Court and includes any person who may, for the time being, be authorised or directed by the court to take down a judgment or order pronounced by it;

"Notice" includes "summons";

"Oath Commissioner" means a person appointed by the High Court under Clause (b) of Section 139 of the Code of Civil Procedure, 1908 and sub-section (1) of Section 297 of the Code of Criminal Procedure,

1973, before whom affidavits and affirmations may be sworn and affirmed;

"Paper-book" means a collection of papers in original or their copies, transliterations or translations, as the case may be, with fly-leaf, index, etc., made up in accordance with these Rules for the use of the Judge or Judges hearing the case;

"Prescribed" means prescribed by or under these Rules;

"Registered address" means the last address within the local units of the territorial jurisdiction of the Court filed by a party to a case in the Court or in the lower Courts at which service of notice, summons or other process may be made on him;

"Registrar General" includes-

- I. the <sup>1</sup>[Senior Registrar] at Lucknow, in matters relating to the Lucknow Bench;
- II. the <sup>^</sup>[Senior Registrar] the Joint Registrar or any other officer, with respect to such functions and duties of the Registrar General as may have been assigned to the <sup>^</sup>[Senior Registrar], the Joint Registrar or such officer by the Chief Justice; and
- III. in the absence of the Registrar General, the <sup>^</sup>[Senior Registrar], the Joint Registrar or any other officer authorised to act on his behalf ;

"Sealed" means sealed with the seal of the Court;

"Special Appeal" means an appeal from the Judgment of one Judge;

"State" means the State of Uttar Pradesh;

"Supreme Court Rules" means the Supreme Court Rules, 1966;

"Taxing Officer" means an officer appointed by the Chief Justice to perform the functions of the taxing officer under the Court Fees Act, 1870, and to tax costs;

"Vacation Judge" means the senior-most Judge on duty during the vacation at Allahabad or Lucknow, as the case may be;

"Vakalatnama" means a document referred to in Rule 4 of Order III of the Code appointing an Advocate to act for any person in this Court.

(2) The General Clauses Act, 1897, shall apply for the interpretation of these Rules as it applies for the interpretation of an Act of Parliament and in matters not covered by that Act,

<sup>1</sup>Inserted by Noti. No.167 / VIIIc, dated 18.04.2014 (Correction Slip No. 251) published in U.P. Gazette Part- I A dated 26.04.2014.

<sup>^</sup> Ibid.

<sup>^</sup> Ibid.

<sup>^</sup> Ibid

by the U.P. General Clauses Act, 1904, as it applies for the interpretation of an Act of the State of Uttar Pradesh.

**4. Reckoning of time :-** Where any particular number of days is prescribed by these rules, the same shall be reckoned exclusively of the first day and inclusively of the last day, unless the last day shall happen to fall on a day on which the offices of the court are closed, in which case the time shall be reckoned exclusively of that day also and of any succeeding day or days on which the offices of the court continue to be closed.

**5. Repeal :-** The existing Rules of Court and the Rules of the Chief Court of Avadh at Lucknow and all other existing rules and orders dealing with matters covered by these Rules are hereby repealed :

Provided that nothing in this Rule shall affect anything done or to be done under such repealed rules or orders or under any decree or order made in accordance with them prior to the date of commencement of these Rules.

**6. Issue of orders :-** Every Judicial order, civil or criminal, issued from the office of the Court shall be in writing. No such order shall issue by telegram or telephone.

**7. Date :-** (i) Every application, petition objection or memorandum of appeal, presented in Court, shall be signed on every page by the applicant, the petitioner, the objector or the appellant, as the case may be, or by an advocate appearing on his behalf and shall be dated.

(ii) Every affidavit, presented in court, shall be signed on every page by the deponent and shall be dated.

(iii) All the annexures filed by the petitioner, applicant or appellant, along with the petition, application, affidavit, supplementary affidavit or rejoinder affidavit, shall be consecutively numbered as 1, 2, 3 and so on, and all the annexures filed by the respondent or opposite party along with the counter-affidavits, supplementary counter-affidavits or application shall be so consecutively numbered in case of their being filed by first respondent or opposite party as 'A-1', 'A-2', 'A-3', etc., and in case of their being filed by second respondent or opposite party as 'B-1', 'B-2', 'B-3' and so on.

## **CHAPTER II POWERS AND DUTIES OF THE REGISTRAR GENERAL**

**1. Function, powers and duties of Registrar General:-** In addition to other functions, powers and duties of the Registrar General under these Rules or other law, the following shall be his functions, powers and duties in relation to judicial proceedings, namely-

- (i) to dispose of all matters relating to the service of notices and other processes including the signing and issuing of warrants and notices issued under the orders of the Court;
- (ii) to allow the removal of formal defects in any memorandum of appeal or objection, petition or application;

- (iii) to admit, issue necessary orders in, and dispose of uncontested applications made-

under Order XXII of the Code--

- (a) to bring or to dispense with in accordance with Order XXII, Rule 4 (4), C.P.C. the bringing on record the legal representatives of the deceased parties provided that no question of abatement or limitation arises; or
- (b) to record the assignment, creation or devolution of any interest during the pendency of a case, or

Under Order XXXII of the Code--

for appointment or removal of a next friend or guardian ad-item, including fixation of fees and expenses of the next friend or guardian;

- (iv) to deal with a motion for the admission of an application for leave to appeal to the Supreme Court in all cases in which an order for issue of notice may be made as a matter of course;

(iv-a) to receive Special Appeals

- (a) in the case of a Special Appeal in which a declaration has been granted under Rule 6 of Chapter VIII of these Rules; and

- (1) the appeal is presented within sixty days of judgment and is otherwise in order, to admit it and direct that notice be issued; and

- (2) where such appeal is presented after the said period of sixty days and is accompanied by the papers mentioned in Rule 10 of Chapter IX and is otherwise in order, to adjourn it to Court;

- (b) in the case of other Special Appeals, to lay such appeals before the Court for orders within one week of the date of presentation;]

- (v) to receive plaint, an application in the nature of caveat, issue notice or fix date for the filing of written statement in a proceeding under the original, ordinary or extraordinary jurisdiction of the Court, with liberty to adjourn any matter to the judge in Chambers;

- (vi) to deal with all matters relating to the payment of expenses and allowances to jurors and witnesses;

- (vii) to direct that a security bond furnished under the provisions of Rule 10 of Order XLI of the Code be sent to the Court below for verification and report;

- (viii) to sent decrees and orders passed by the Court in the exercise of its original, ordinary or

extraordinary jurisdiction to other courts for execution;

- (ix) under the Indian Succession Act, 1925--
  - (a) to receive an inventory of the property, credits and debits of the deceased to which the executor or administrator is entitled, or an account of the estate showing the assets and the application or disposal thereof;
  - (b) to require an executor or administrator to exhibit an inventory or account under Section 317;
  - (c) to grant extension of time for filing an inventory or account;
  - (d) to place on record an inventory or account; or
  - (e) to send a copy of an inventory or account filed before him to the Board of Revenue; or
  - (f) to issue necessary notices in connection with matters mentioned in Clauses (a) and (b) with liberty to adjourn any matter to the Bench concerned;
- (x) to verify a compromise or to record the statement on oath of any person, under the orders of the Court;
- (xi) to extend the time for the submission of findings by the Court below in a case in which issues have been referred for trial to that Court under Rule 25 of Order XLI of the Code;
- (xii) to dispense with copies of judgments where such copies have been filed in at least one connected appeal or revision;
- (xiii) to deal with all matters connected with the progress of a case subject to such orders as the Court may pass from time to time including the receiving of affidavits and the granting of time for filing the same;
- (xiv) to dispense with the service upon any respondent or opposite party who did not appear in the Court below or who did not file a written statement in accordance with Order V, Rule 4-A, C.P.C.;
- (xv) to direct that any matter be laid before the Court; or
- (xvi) to do such other act as may be directed by the Court.

## **2. Return of memorandum of Appeal for amendment:-**

The Registrar General may return for amendment any memorandum of appeal under Rule 3 (1) of Order XLI of the

Code. Where a memorandum of appeal has been so amended, he shall sign the amendment. The duties of the Registrar General under this Rule shall be deemed to be of a quasi-judicial nature within the meaning of Clause (i) of sub-section (1) of Section 128 of the Code, and his orders shall be subject to revision by the Court on application by the aggrieved party made within a period of two months or such further time as the Court may allow from the date of the order complained of.

**3. Extension of time** :- Where the Registrar General has refused to grant extension of time for any purpose under the foregoing Rules, the Court may, on a written application and for sufficient cause shown, grant the same.

Explanation :- Where a party does not take steps within the time allowed or where no one appears before the Registrar General to ask for time to take necessary steps and the Registrar General directs that the case be put up for orders before the Court, he shall be deemed to have refused to grant extension of time within the meaning of this Rule.

**4. Additional powers** :- (1) The Chief Justice may by order authorise the Registrar General or any other officer--

- (a) to receive a memorandum of appeal from the decree or order of a subordinate civil court and admit it and determine whether notice shall be issued at once to the other party or the appeal put up for hearing under Rule 11 of Order XLI of the Code or otherwise before the Court;
- (b) to dispose of a contested application for impleading the legal representative of a deceased party;
- (c) to receive and dispose of an application for the withdrawal of an appeal or for a consent decree or order;
- (d) to receive and dispose of an application for the return of a document;
- (e) to receive and dispose of an application under sub-rule (1) of Rule 5 or Rule 6, 8 or 10 of Order XLI of the Code; or
- (f) to receive any other application specified in the Order and to direct notice to issue on any such application.

The Registrar General or any other officer authorized under this Rule may adjourn any of the above matters to Court.

Where an officer other than the Registrar General has been authorised under this Rule, the Registrar General may exercise his function in his absence.

- (2) In the absence of the Registrar General where he has been authorised under this Rule or where an officer other than the Registrar General has been so authorised in the absence of both, a motion relating to any of the above the Court for disposal.

- (3) Any order passed by the Registrar General or any other officer under Clause (b) or (e) of this Rule shall be subject to revision by the Court on application made by the aggrieved party within a period of two months or such further time as the Court may allow from the date of the order complained of.

**5. Exercise of powers by Joint Registrar or other officer:-**The Chief Justice may authorize <sup>12</sup>[the Registrar] or the Joint Registrar or any other officer to exercise such functions, powers and duties of the Registrar General under these Rules as he may by order assign to him. In his absence the Registrar General shall himself exercise such functions, powers and duties.

**6. Exercise of Registrar General's powers in his absence :-** In the absence of the Registrar General <sup>1</sup>[the Registrar] or the Joint Registrar as the case may be, shall exercise the functions, powers and duties of the Registrar General and in their absence such functions, powers and duties shall be exercised by the Deputy Registrar with the exception of the powers, if any, conferred under Rule 4.

**7. Court's jurisdiction unaffected :-** The powers conferred upon, and the functions and duties assigned to, the Registrar General, <sup>2</sup>[the Registrar], the Joint Registrar or any other officer under these Rules, shall in no way affect the jurisdiction and powers of the court.

### CHAPTER III

#### EXECUTIVE AND ADMINISTRATIVE BUSINESS OF THE COURT

#### COMMENTS

<sup>3</sup>**1. Administrative Judges :-** The Chief Justice shall nominate and assign one sessions division to each Hon. Judge as Administrative Judge of that division for a period of one year. In a given situation however, the Chief Justice may assign more than one sessions divisions to one Administrative Judge and more than one Administrative Judges to hold the charge of one sessions division.,

- (a) In case of retirement, resignation, refusal or death of any Administrative Judge, another Hon. Judge shall be nominated by the Chief Justice.
- (b) Administrative Judge shall proceed for inspection in consultation with the Chief Justice. The Administrative Judge will not ordinarily devote more than five working days for annual inspections.

**2. Administrative Committee :-** There shall be a Committee called 'The Administrative Committee' composed of the Chief Justice, two senior most Judges and six Judges to be nominated by the Chief Justice.,

<sup>1</sup>Inserted by Noti. No. 56/VIII-C-19, dated 28.1.1970, published in U.P. Gazette, Part I, dated 23.5.1970 p. 131.

<sup>2</sup> Inserted by Noti. No. 56/VIII-C-19, dated 28.1.1970, published in U.P. Gazette, Part II, dated 23.5.1970, p. 131.

<sup>3</sup> Subs. By Noti. No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra), Part 4 (Ka), dated 1.8.1994

- (a) the two senior most Judge shall be permanent members and six Judges shall be nominated as members by the Chief Justice for a term of three years.
- (b) The Chief Justice and in his absence the senior most member of the Committee shall preside over its meetings,
- (c) In case of retirement, resignation, refusal or death of any member of the Committee, another Judge shall be nominated by the Chief Justice in his place.
- (d) In the event of a member being temporarily absent on leave or otherwise, it will be open to the Chief Justice to assign his work to any other Judge,
- (e) Each member of the Committee shall discharge such function, dispose of such executive and administrative business, as may be allocated to him by the Chief Justice,
- (f) Out of the six nominated members for the first time, two shall retire at the end of one year and the other two shall retire at the end of two years in accordance with the directions of the Chief Justice.

<sup>1a</sup>3. [\*\*\*]

<sup>1b</sup>4. **Allocation of administrative work** :- The following shall be the allocation of executive and Administrative work between the Chief Justice, the <sup>1c</sup>[Administrative Judge], the Administrative Committee and the Full Court:

#### (A) MATTERS FOR THE CHIEF JUSTICE

1. General supervision and control of subordinate courts and the Vigilance Cell subject to these Rules.
2. Co-ordination of the work of different Committees and the <sup>1c</sup>[Administrative Judge].
3. Constituting Committees of Judges to examine any specified matter.
4. Assigning districts to <sup>14c</sup>[Administrative Judge].
5. Mid-term posting and transfers of officers of the subordinate judiciary, in consultation with two <sup>14c</sup>[two members of the Administrative Committee].
- <sup>2</sup>[6. Inter district transfers of the employees of the subordinate courts.

<sup>1a</sup> Deleted by Noti. No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra), Part 4 (Ka), dated 1.8.1994. Notification No.89/VIII C-151, February 14, 2000 correction slip No.230

<sup>1b</sup> Subs. By Noti. No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, Part II, dated 20.8.77, p. 53.

<sup>1c</sup> Subs. By Noti. No. C-1572 J.R.(S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994

<sup>2</sup> Ins. By Noti. No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), part 4 (Ka), dated 1.8.1994



<sup>3</sup>[7. All residuary matters not allotted to any Committee or <sup>1c</sup>[Administrative Judges.

#### <sup>1c</sup>(B) MATTERS FOR ADMINISTRATIVE JUDGES

1. Review of judicial work of subordinate courts, tribunals, district consumer forums and all other special courts and control of their working including inspection thereof, to record entries in the character rolls of the officers posted in the division assigned to the Administrative Judge.

2. Perusal of returns, calendars, evaluation of inspection reports made by the Presiding Officer in respect of their own offices, audit reports received from those courts, tribunals etc. and to make orders thereon.

3. Any adverse remarks or strictures made by an Administrative Judge about judicial work, conduct or integrity of any officer under his charge will be communicated to the officer concerned, who may make his representations, if any, within a month and the same shall be placed before the Administrative Committee for consideration and decision.

4. Grant of earned leave to officers posted in the sessions division under the charge of the [Administrative] Judge.

5. Grant of casual leave (including special casual leave) and permission to leave the head quarters to the District and Sessions Judge, presiding officers of the tribunals and special courts etc. howsoever designated.

6. Disposal of appeals against orders of punishment imposed on and representations etc. of the employees of the subordinate courts.

#### (C) MATTERS FOR THE ADMINISTRATIVE COMMITTEE

1. Annual postings and transfers of officers of the subordinate judiciary.

2. Deputation of officers of the subordinate judiciary and their withdrawal.

3. Consideration of the preliminary report in disciplinary matters and directing holding of disciplinary enquiry against officers of the subordinate judiciary.

4. Suspension of officers of the subordinate judiciary pending disciplinary enquiry.

<sup>1d</sup>[5. Award censure entries to officers of subordinate judiciary.]

6. Temporary promotion of officers to the cadres of Civil Judges and Chief Judicial Magistrates.

<sup>3</sup> Renumbered By Noti. No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), part 4 (Ka), dated 1.8.1994

<sup>1</sup> Added by Noti. No. 257/IV-f-46, dated 27.3.1979, published in U.P. Gazette, Part II, dated 26.4.1980 as clause 4 (a), and clauses 4 (a) to clause 12 renumbered as clauses 5 to 13 respectively vide Noti No. C-1572 J.R. (S)/VIII C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994.

<sup>4</sup> Renumbered by Noti No. C-1572 J.R. (S)/VIII C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994.

<sup>5</sup>[7. Confirmation, promotion to selection grade, super sessions and reversions of officers of the subordinate judiciary.

8. Investiture of powers on officers of the subordinate judiciary.

9. Creation and abolition of posts.

10. Issuing circulars and general letters for the guidance of subordinate courts. Copies of such circulars and general letters shall be sent to all the Judges of the Court for information.

11. Fixing working hours, vacation for the subordinate courts, calendars and list of holidays for courts.

12. Matters referred to the Administrative Committee by the Chief Justice.

<sup>1</sup>[ 13. Matters in which the opinion of the High Court is sought for by the Union or the State Government.

<sup>2a</sup>14. Permission to cross efficiency bar to officers of the sub-ordinate judiciary.

15. Finalisation of the list of holidays, working hours, vacations and calendars of the Court.

16. Decision of the reports of the [Administrative] Judge including annual confidential remarks recorded by him in respect of an officer in his charge.

17. Consideration of representations against the decisions of the Committee relating to adverse remarks and strictures.

#### **(D) MATTERS FOR THE FULL COURT**

1. Direct recruitment of District Judges and recommendations to Government regarding promotion to the Cadre of District Judges.

<sup>2b</sup>[2. Grant of supertime pay scale to officers of Higher Judicial Service, reduction in rank, premature retirement and refusal of extension beyond 58 years to officers of the subordinate judiciary].

3. Termination of services of temporary officers and probationers of the subordinate judiciary.

4. <sup>3</sup>[Subject to sub-clause (5) to clause B and sub-clause 4 (a)<sup>4</sup> to clause C, consideration of final reports of disciplinary enquiries in respect of officers of the subordinate judiciary and taking decision as to punishment and further action.

<sup>5</sup> Subs. by Noti No. C-1572 J.R. (S)/VIII C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994.

<sup>1</sup> Clause 10 of Section D renumbered as Item No. 13 and transferred in Section C vide Noti. No. 8/VIII-C-151, dated 6.4.1978, published in U.P. Gazette, Part II, Dated 3.7.78.

<sup>2a</sup> Added by Noti. No. C-1572 J.R. (S)/VIII C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994

<sup>2b</sup> Subs. by Noti. No. C-1572 J.R. (S)/VIII C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994

<sup>3</sup> Added by Noti. No. 257/IV-f-46, dated 27.3.1979, published in U.P. Gazette, Part II, dated 26.4.1980

<sup>4</sup> Now to be read as sub-clauses 5, See Noti. No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994

5. Proposals as to legislation or changes in law.

6. Making and amending Rules of the Court.

7. Making and amending Rules for the guidance of subordinate courts.

8. General policy matters and matters affecting the powers and status of the court.

9. Consideration of general annual report of administration of justice to be sent to Government.

<sup>5</sup>[10. Matters which the Chief Justice or the Administrative Committee or any five Judges may consider fit to be placed before the Full Court.]

<sup>1</sup>[5. Conduct and business by the Administrative Committee and the Full Court:- The business of the Administrative Committee and the Full Court may be transacted either at a meeting or by circulation provided that if any member of the Administrative Committee, in the case of matters relating to the Committee and any three Judges in the case of matters relating to the Full Court, desires or desire that the matter be placed in a meeting, it shall be so placed.]

<sup>2</sup>[6]. Procedure for Circulation:- So far as convenient, papers for circulation shall be sent by the Registrar General to the Judges at Allahabad and at Lucknow in their order of seniority, commencing with the junior Judge. The Registrar General shall, so far as practicable, obtain from each Judge such papers within three days from the date when the same are sent to him. The Registrar General shall endorse on the papers the date when they are sent to and the date when are received back from each Judges. It shall not be necessary to send papers to any Judge who is not for the time being in Allahabad or Lucknow.

<sup>3</sup>[7. Opinion of Judge:- When a Judge does not send his opinion in writing within a week from the date of the receipt of papers sent to him for opinion, he shall be deemed to have declined to express any opinion in the matters.]

<sup>4</sup>[8. Papers to be submitted to Chief Justice after circulation:- After any papers have been circulated for opinion, they shall be submitted again, <sup>27</sup>[\*\*\*] to the Chief Justice <sup>27</sup>[\*\*\*] and he may either direct that the opinion of the majority of the Judges including his own be given effect to or lay the matter for consideration before a Judges' meeting or a meeting of the Administrative Committee, as the case may be.]

<sup>5</sup> Clause 11 of Section D renumbered as clause 10 vide Noti. No. 8/VIII-C-151 dated 6.4.78, published in U.P. Gazette, Part II, dated 3.6.78 p. 32.

<sup>1</sup> Rule 5 substituted for the existing Clause 11 of Sec. H. vide Noti No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, Part II, dated 20.8.77. p. 53.

<sup>2</sup> Existing Clause 12 renumbered as Rule 6 by *ibid*.

<sup>3</sup> Rule 7 substituted for the existing clause 13 of Sec. H vide Noti No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, part II, dated 20.8.1977. p. 53.

<sup>4</sup> Clause 14 renumbered as Rule 8 and in the rule so renumbered the words "according to the subject-matter thereof" and "or the Judge in the Administrative Department" omitted by Noti No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, part II, dated 20.8.1977. p. 53

<sup>5</sup>[9. Full Court meeting :- The Chief Justice may call a full Court meeting whenever there is business to be disposed of :

Provided-

- (1) that a Full Court meeting shall be called once every three months excluding summer vacation, and
- (2) that if a request is made to the Chief Justice by not less than five Judges to call such a meeting, it shall be called within a week of the request.]

<sup>6</sup>[10. Meeting of the Administrative Committee :- the Chief Justice or in his absence the senior most Judge of the Administrative Committee, may call a meeting of the Administrative Committee whenever there is business to be disposed of.]

<sup>1</sup>[11.] Notice of meeting to Judges :- (a) The Registrar General shall give to the Judges concerned, except in a case of emergency, at least one clear day's notice in the case of a meeting of the Administrative Committee and three clear days' notice in the case of Judges' meeting, of the date, place and hour when such meeting would be held and of the business to be brought before such meeting. In a case of emergency the Registrar General shall give the best notice he can. It shall not be necessary to give notice of a meeting of the Administrative Committee to any Judge who is not for the time being in Allahabad.

(b) The Agenda of the Meeting of the Administrative Committee and of the Full Court meeting shall ordinarily be circulated in the case of the meeting of the Administrative Committee to its members, and in the case of the Full Court meeting to all the Judges, before the meeting, and they may, if necessary, express their views in writing on any of the matters for consideration of the Committee or the Full Court as the case may be.

(c) As soon as the Administrative Committee has disposed of any business a statement showing what matters were laid before the Committee and the manner in which they were disposed of shall be circulated for information to all the Judges.]

<sup>2</sup>[12.] **Quorum** :- The Quorum necessary for the transaction of business shall be three in the case of a meeting of the Administrative Committee and <sup>3</sup>[twenty] in the case of <sup>4</sup>[Full Court] meeting.

<sup>5</sup>[13.] **Decision in case of a difference of opinion** :- In case of a difference of opinion at <sup>3</sup>[Full Court] meeting

<sup>5</sup> Rule 9 substituted for the existing Clause by Noti No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, part II, dated 20.8.1977.

<sup>6</sup> Added by Noti No. 19/VIII-C-151, dated 9.8.1977, published in U.P. Gazette, part II, dated 20.8.1977. p. 55

<sup>1</sup> Rule 11 renumbered as "Rule 11 (a)" and Rules (b) and (c) added thereafter by ibid.

<sup>2</sup> Clause 17 renumbered as Rule 12 by Notification No. 19/VIII-C-151, dated 9.8.77 published in U.P. Gazette, Part II dated 20.8.77. p. 53.

<sup>3</sup> Subs for the word "Seven" by Noti. No. 84/VIII-C-2. [C.S. No. 217] dated 16.2.1990, published in U.P. Gazette, Part II, dated 20.4.1991. p. 10.

<sup>4</sup> The words "Full Court" substituted for the words "a judges" by Noti. No. 19/VIII-C-151, dated 9.8.77, published in U.P. Gazette, Part II, dated 20.8.77.

<sup>5</sup> Clause 18 renumbered as Rule 13 by ibid.

or a meeting of the Administrative Committee the decision shall be in accordance with the opinion of the majority of the Judges present, and in case the Judges present be equally divided, the Chief Justice or in his absence the Senior Judge present shall have a casting vote.

<sup>6</sup>[14.] **Proceedings to be recorded :-** The Registrar General shall attend all <sup>33</sup>[Full Court] meetings and meetings of the Administrative Committee and shall record in the respective minute books the proceedings at such meetings. The record of the proceedings shall be preceded by a statement signed by the Registrar General showing which of the Judges attended the meeting and the business for which the meeting was called.

<sup>7</sup>[15.] **Custody of minute books :-** The minute books shall be kept in the safe of the court and shall not be removed from the Court premises except by the Registrar General with the sanction of the Chief Justice for the purpose mentioned in the next preceding Rule.

<sup>8</sup>[16.] **Effect of any irregularity in or omission to follow the procedure laid down in this chapter :-** No irregularity in, or omission to follow, the procedure laid down in this Chapter shall affect the validity of any order passed or anything done under these Rules.

<sup>1</sup>[17.] **Disposal of executive and administrative business of the court during vacation :-** During Court's vacation urgent and routine matters falling in the jurisdiction of the Chief Justice or the <sup>2</sup>[Administrative Judges shall be laid before the Senior Vacation Judge on duty and present in Allahabad for orders :

Provided that the urgent matters shall be laid before such Senior Vacation Judge only if the Chief Justice or the Inspecting Judge is not easily available and that the matters requiring decision of policy shall not be laid before him for orders.

*Explanation :-* For purposes of this rule urgent routine matters will mean--(1) Assembly and Parliament Questions, (2) enquiries made by High Court of the other States, (3) reply proposed to be sent to the State and Central Government, (4) countersigning bills of the court's staff, (5) sanctioning advances to the staff and officers of the court and Judicial officers under the administrative control of the court, earned and medical leave to the officers of the courts and the Judicial officers and funds to the subordinate courts under the head 'G-Works'; and (6) proposals for arrangement during vacation submitted by the District Judges.

<sup>6</sup> Clause 19 renumbered as Rule 14 by *ibid.*

<sup>7</sup> Clause 20 renumbered as Rule 15 by *ibid.*

<sup>8</sup> Clause 21 renumbered as Rule 16 by *ibid.*

<sup>1</sup> Clause 22 added by Notification No. 398/I-b-36, dated 5.5.1976 published in U.P. Gazette, Part II, dated 11.6.1977 and renumbered as Rule 17 by Noti. No. 19/VIII-C-151, dated 9.8.77, published in U.P. Gazette, Part II, dated 20.8.77. p. 55.

<sup>2</sup> Subs. By Noti No. C-1572 J.R. (S)/VIII-C-151, dated 1.8.1994, published in U.P. Gazette (Extra.), Part 4 (Ka), dated 1.8.1994 for the words "Administrative Judges.

## CHAPTER IV

### AFFIDAVITS AND OATH COMMISSIONERS

**1. Appointment of Oath Commissioners :-** The Chief Justice may from time to time appoint such persons as he may consider fit to be Oath Commissioners specifying the period or periods for which they have been so appointed.

**2. Fees:-** Such fees shall be paid for the verification of affidavits before Oath Commissioners as may be prescribed from time to time by order of the Chief Justice.

**3. Register :-** Oath Commissioners shall maintain a register or registers which shall contain the following particulars with respect to each affidavit sworn before them, namely--

- (a) serial number;
- (b) date and time of making affidavit;
- (c) particulars of the case to which affidavit relates;
- (d) full particulars of person making the affidavit;
- (e) particular of the person identifying him;
- (f) fee paid;
- (g) name of Oath Commissioner before whom affidavit is sworn; and
- (h) signature of Oath Commissioner and remarks, if any

The Chief Justice may from time to time fix the number of registers to be maintained and add to or alter the particulars required to be entered therein.

The registers shall be open to inspection by the Register General.

**4. Affidavit to bear serial number, etc. :-** Each affidavit shall have recorded on it the number and the year of the register in which it is entered and the serial number and the date of the entry. <sup>1</sup>[It shall also have the coupon, as supplied by the Court, affixed to it by the Oath Commissioner :

Provided that the affidavit verified by the Oath Commissioners of other State <sup>2</sup>[by an Officer of Jail in the State of Uttar Pradesh], <sup>3</sup>[by the Superintendent-cum-Accountant of the Office of Official Liquidator High Court, Allahabad] <sup>4</sup>[and by the Police Sub-Inspector (M) in the office of the Inspector General of police at Lucknow] on whom powers of Oath Commissioner have been conferred can be presented before the Court without such coupons.]

**5. Duty of Oath Commissioner:-** An Oath Commissioner shall not allow an affidavit to be sworn before him unless it complies with the provisions of this Chapter.

**6. Distribution of fees:-** The fees paid shall be distributed among Oath Commissioners in such manner as the Chief Justice may from time to time direct.

<sup>1</sup> Added by Noti No. 109/VIII-C-177, dated February, 1974 published in U.P. Gazette, Part II, dated 20<sup>th</sup> April, 1974

<sup>2</sup> Ins by Noti No. 5/VIII-C-177, dated November 2, 1976 published in U.P. Gazette, Part II, dated December 4, 1977, p. 110.

<sup>3</sup> Ins by Noti No. 119/VIII-C-177, dated 22.2.1980 published in U.P. Gazette, Part II, dated September 9, 1980.

<sup>4</sup> Ins by Noti No. 322/VIII-C-2, dated 2<sup>nd</sup> May, 1984 published in U.P. Gazette, Part II, dated 27<sup>th</sup> October, 1984.

**7. Removal of Oath Commissioner:-** The Chief Justice may in his discretion remove an Oath Commissioner from his office.

**8. Affidavits filed or presented in Court:-** The provisions of Rules 5,6 and 11 of Chapter IX shall, so far as may be, apply to an affidavit filed or presented in Court. It shall be in the language of the Court and shall bear the general hearing:

"In the High Court of Judicature at Allahabad."

The affidavit and every exhibit annexed thereto shall be marked with the particulars of the case or proceeding in which it is sworn.

The affidavit shall contain no statement which is in the nature of an expression of opinion or argument.

**9. Full Particulars of persons and places to be given.-**

(1) An affidavit, shall fully describe the person swearing it with such particulars as will ensure his clear identification such as his full name, his age, the name of his father, his rank or degree in life, his profession, calling, occupation or trade and his true place of residence. Any person or place referred to in an affidavit shall be fully described in such manner as to enable his or its identity to be clearly fixed. In addition to the full description of the person swearing the affidavit, the deponent will annex his /her passport size photograph alongwith the proof of his identity such as, driving licence, ration card, Kisan Bahi, identity card issued by Election Commission of India, passbook of any nationalized bank, passport, arms licence, PAN card issued by the Income-Tax Department, identity card issued by the Bar Council or other organisation or authority of which the person identifying belongs; or any other documentary identity proof recognised by the Election Commission of India for casting vote in the Parliamentary or Assembly Elections.

(2) The affidavit filed on behalf of the petitioner(s) shall mention the relationship, association or connection of the deponent with the person on whose behalf the same has been filed.

**10. Persons who may make affidavits. :-** Except as otherwise provided by law or by these Rules or by order of the Court, an affidavit may be sworn by any person having knowledge of the facts deposed to therein.

Two or more persons may join in an affidavit, each deposing separately to such facts as are within his knowledge.

**11. Form of affidavit :-** When the deponent speaks to any facts within his own knowledge, he must do so directly and positively, using the word "I affirm" or "I make oath and say" or words to that effect.

**12. Facts to be within the deponent's knowledge or source to be stated :-** Except on interlocutory applications, an affidavit shall be confined to such fact as the deponent is able of his own knowledge to prove.

On an interlocutory application when a particular fact is not within the deponent's own knowledge, but is based on his

<sup>1</sup> Substituted vide Notification No. 472/VIIIc, (Correction Slip No. 268) dated 28.07.2021, published in official Gazette dated 02.10.2021.

belief or information received from others which he believes to be true, the deponent shall use the expression "I am informed and verily believe such information to be true," or words to that effect, and shall sufficiently describe for the purpose of identification, the person or persons from whom his information was received.

When any fact is stated on the basis of information derived from a document, full particulars of that document shall be stated and the deponent shall verify that he believes such information to be true.

**13. Identification of deponent :-** Every person swearing an affidavit shall, if not personally known to the person before whom the affidavit is sworn, be identified before that person by someone known to him; and in such case the person before whom the affidavit is made shall state at the foot of the affidavit, the name, address and description of the person by whom such identification was made.

Such identification may be made by a person --

- (a) personally acquainted with the person to be identified, or
- (b) who is reasonably satisfied as to his identity :

<sup>1</sup>Provided that if the person so identifying is an Advocate enrolled with the Bar Council of U.P. Or with any other Bar Council, he shall give his enrollment number and address of his chamber/office/residence; in case of registered clerk of the Advocate, he shall give the registration number, name and address of the Advocate with which he is working.

Provided that in the latter case the person so identifying shall sign at the foot of the affidavit a declaration in the following form, after there has been affixed to such declaration in his presence the thumb impression of the person so identified, namely--

Form of declaration

I (name, description and address) declare that I am satisfied on the grounds stated below that the person making this affidavit and alleging himself to be A B is that person :

(Here state the grounds)

**14. Affidavit by Pardanashin woman :-** No affidavit purporting to have been sworn by a woman who did not appear unveiled in the presence of the person before whom the affidavit was made, shall be used unless she was identified in the manner specified in Rule 13, and the affidavit is accompanied by a separate affidavit by the person identifying her made at the time of identification setting forth the circumstances in which she was personally known to him or he was satisfied that she was such person as she alleged herself to be in her affidavit.

**15. Contents to be explained to deponent :-** The person before whom an affidavit is sworn shall ask the deponent if he has read the affidavit and understands the

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<sup>1</sup> Substituted vide Notification No. 81/VIIIc-2 (Correction Slip No. 243) Dated 28.02.2012



contents thereof. If the deponent state that he has not read it or appears not to understand the contents or does not know the language thereof he shall read and explain it or cause another person to read and explain it to such person in his presence. Until he is satisfied that the deponent fully understands its contents he shall not allow the affidavit to be sworn.

**16. Impounding of affidavit :-** When it appears to the Oath Commissioner that the deponent cannot be made or will not understand the contents of the affidavit, he shall impound it and forward it to the Registrar General for such action as he may consider necessary.

When an affidavit is impounded under this Rule, the person impounding the same shall certify thereon the date on which and the circumstances in which it was impounding.

**17. Oath or affirmation by deponent :-** The person administering an oath or affirmation to the person making an affidavit, shall follow the provisions of the Indian Oaths Act, 1873.

The following forms are prescribed, namely--

#### Oath

I swear that this my declaration is true; that it conceals nothing; and that no part of it is false. So help me God.

#### Affirmation

I solemnly affirm that this my declaration is true; that it conceals nothing; and that no part of it is false.

**18. Correction in affidavit :-** All interlineations, alterations or erasures in an affidavit shall be initialed by the person swearing it and the person before whom it is sworn. Such interlineations, alterations, or erasures shall be made in such manner as not to obliterate or render it impossible or difficult to read the original matter. In case such matter has been obliterated so as to make it impossible or difficult to read it, it shall be re-written on the margin and initialed by the person before whom the affidavit is sworn.

No interlineation, alteration or erasure shall be made in an affidavit after it has been sworn.

**19. Certificate of verification :-** The person before whom an affidavit is sworn shall certify at the foot of the affidavit the fact of the swearing of the affidavit before him, the manner in which he has complied with Rule 15 and the date and hour of the swearing of the affidavit and shall mark, initial and date any exhibits referred to therein.

**20. Affidavit containing numerous correction may not be accepted :-** The Court or the Registrar General may refuse to receive an affidavit in which interlineations, alterations or erasures appear to be so numerous as to make it expedient that the affidavit should be re-written.

**21. Interpretation :-** In this Chapter 'affidavit' includes a petition or other document required to be sworn, and 'sworn' shall include 'affirmed'.

## CHAPTER V

JURISDICTION OF JUDGES SITTING ALONE OR  
IN DIVISION COURTS

COMMENTS

*Office of the Chief Justice* :- Provisions of Articles 216, 221, 223 and many other provisions of the Constitution of India clearly show that the office of the Chief Justice is a distinctly different office from that of a Judge and normally a Chief Justice of a High Court is called Chief of that Court and not a Judge of that Court. The provisions of Rules 1, 6 and 17 of this Chapter and Rule 3 of Chapter VIII relate to Constitution of Benches and to the exercise of judicial powers. For judicial work the Chief Justice is a Judge of the Court. has the power of nominating himself on a Judicial Bench. [Kashi Nath Mishra v. Chancellor, University of Allahabad and others, AIR 1967 All 101 : ILR (1966) 1 All 556].

**1. Constitution of Benches** :- Judges shall sit alone or in such Division Courts as may be constituted from time to time and do such work as may be allotted to them by order of the Chief Justice or in accordance with his directions.

**<sup>1</sup>[2. Jurisdiction of a single Judge.**- Except as provided by these Rules or other law, the following cases shall be heard and disposed of by a Judge sitting alone, namely-

(i) a motion for the admission of a memorandum of appeal or cross objection cognizable by a single judge and all applications including for *ex parte* interim order therein;

(ii) (a) a Second Appeal from every decree passed in appeal by any court subordinate to the High Court;

(b) a First Appeal instituted before or after the commencement of the U.P. Civil Laws Amendment Act of 2015 (U.P. Act no. 14 of 2015) from a decree <sup>2</sup>[deleted];

(c) an appeal under Section 28 of the Hindu Marriage Act, 1955;

(d) any other Civil Appeal <sup>3</sup>[deleted];

Provided that where all *ad volorem* Court-fee has been paid such value shall be deemed to be the amount on which such Court-fee has been paid.

(iii) a civil revision;

(iv) an application for the withdrawal of an appeal or application, or for a consent decree or order, which is uncontested or which is made in a case which can be heard under these Rules by a Judge sitting alone;

(v) any other application which is not-

(a) an application under Section 5 of the Limitation Act, 1963 in a case which cannot be heard by a Judge sitting alone;

(b) [Deleted]

<sup>1</sup>Substituted vide Notification No. 218/VIIIc 2 (Correction Slip No. 261) Dated 20.08.2018. C.S. 261 repealed C.S. 259.

<sup>2</sup>Deleted vide Notification No. 366/VIIIc (Correction Slip No. 270) dated 23.05.2022, published in official Gazette dated 18.06.2022.

<sup>3</sup>ibid.

(c) an application other than an application for interim order to which Chapter XXII, Part IV applies;

(d) an application other than an application for interim order which by these Rules or other law is required to be heard by a Bench of two or more Judges;

(e) an application other than an application for interim order under Chapter IX, Rule 10; or

(f) [Deleted]

(vi) a suit or a proceeding in the nature of a suit coming before the Court in the exercise of its ordinary or extraordinary original civil testamentary or matrimonial jurisdiction including a proceeding under the Indian Trusts Act, 1882, the Companies Act, 1956 or the Indian Patents and Designs Act, 1911;

(vii) a criminal appeal, application or reference except-

(a) an appeal or reference in a case in which a sentence of death or imprisonment for life has been passed from the stage of admission including consideration of bail onwards;

(b) an appeal under Section 378 of the Code of Criminal Procedure, 1973 from an order of acquittal in respect of an offence for which the maximum punishment is either life imprisonment or death;

(c) [Deleted]

(d) a case in which notice has been issued under Section 401 of the Code of Criminal Procedure, 1973 to an accused person to appear and show cause why his sentence should not be enhanced;

(e) [Deleted]

(f) an application to which Chapter XXI, Part IV applies;

(viii) a case coming before the Court in the exercise of its ordinary or extraordinary original criminal jurisdiction;

(ix) an appeal or revision from an order passed under Sections 340, 341 or 343 of the Code of Criminal Procedure, 1973:

Provided that:

(a) the Chief Justice may direct that any case or class of cases which may be heard by a Judge sitting alone shall be heard by a Bench of two or more Judges or that any case or class of cases which may be heard by a Bench of two or more Judges, by a Judge sitting alone;

(b) a Judge may, if he thinks fit, refer a case which may be heard by a Judge sitting alone or any question of law arising therein for decision to a Larger Bench; and

(c) a Judge before whom any proceeding under the Indian Trusts Act, 1882, the Companies Act, 1956 or the Patents and Designs Act, 1911, is pending may with the sanction of the Chief Justice, obtain the assistance of one or more other Judges for the hearing and determination of such proceeding or of any question or questions arising therein.]

<sup>2</sup>[**3. Case to be decided by three Judges:-** A reference under Section 57 or 60 of the Indian Stamp Act, 1899 shall be heard and disposed of by a Bench of not less than three Judges.]

**4. Proceedings under the Legal Practitioners Act, 1879:-**

(1) A proceeding under Legal Practitioners Act, 1879, against a pleader or Mukhtar with respect to any misconduct or his conviction for any criminal offence shall be heard and disposed of by a Bench of not less than two Judges.

(2) An enquiry under Section 36 of the Legal Practitioners Act, 1879, shall be made by Bench of not less than two Judges.

**5. Cases withdrawn under Art. 228 of the Constitution:-** A case withdrawn from a court subordinate to the Court under Art. 228 of the Constitution shall be heard by a Bench of two or more Judges specially appointed by the Chief Justice.

**6. Reference to a larger Bench:-** The Chief Justice may constitute a Bench of two or more Judges to decide a case or any question of law formulated by a Bench hearing a case. In the latter event the decision of such Bench on the question so formulated shall be returned to the Bench hearing the case and that Bench shall follow that decision on such question and dispose of the case after deciding the remaining questions, if any, arising therein.

**7. Contempt in facie curiae:-** Where a contempt as contemplated by <sup>1</sup>[Section 345 of the Code of Criminal Procedure, 1973] is committed before the Court, the Judge or Judges before whom such contempt is committed may take cognizance of the offence and deal with the offender under the provisions of that Code and subsequent sections of that Code.

**8. Case to be heard by two Judges:-** Save as otherwise provided by these Rules or other law or by any general or special order of the Chief Justice, every other case <sup>2</sup>[including writ petitions in which Special Appeals are not barred shall be heard and disposed of by a Bench of two Judges.

**9. Senior Judge:-** Subject to any general or special order of the Chief Justice, Senior Judges at Allahabad and Lucknow shall, in the absence of the Chief Justice, exercise jurisdiction at their respective places in connection with the arrangement of Benches, listing of cases and other like matters.

**10. Judge on duty during vacation:-**(1) Criminal work shall continue to be dealt with during the vacation by such Judges as may be appointed for the purpose by the Chief Justice.

<sup>3</sup>[They may also exercise original, appellate, revisional, civil or writ jurisdiction vested in the Court in fresh matters which in their opinion require immediate attention.]

<sup>2</sup> Substituted by Noti. No. 680/VIII-C-1, dated 26.11.80. published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>1</sup> Substituted by Noti. No. 680/VIII-C-1, dated 26.11.80. published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>2</sup> Inserted by Noti. No. 653/VIII-C-17, dated 12.9.75, published in U.P. Gazette, Part II, dated 27.9.1975.

<sup>3</sup> Substituted by Noti. No. 10/VIII-C-150, dated 6.5.78. published in U.P. Gazette, Part II, dated 13.5.1978, p. 29.

Such jurisdiction may be exercised even in cases which are under the Rules cognizable by two or more Judges, unless the case is required by any other law to be heard by more than one Judge.

<sup>4</sup>[(2) Subject to any general or special order of the Chief Justice, the senior most vacation Judge at Allahabad or Lucknow, as the case may be, shall in the absence of the Chief Justice, exercise jurisdiction at Allahabad or Lucknow, as the case may be, in connection with the arrangement of Benches, listing of cases and other like matters.]

**11. Hearing in Chambers <sup>5</sup>[an urgent application] :-** (1) A proceeding under the Indian Trusts Act, 1882, <sup>6</sup>[or the Companies Act, 1956] or the Patents and Designs Act, 1911, or any question arising or application made therein, may, in the discretion of the Judge or Judges hearing the same, be heard in Chambers. Every other application or ex parte motion shall be made in court unless the Judge before whom it is made allows it to be made in Chambers.

<sup>1</sup>[(2) On a day when the Court is not sitting urgent applications may be presented before the Judge or Judges constituting the Bench which received similar applications on the immediately preceding working day, with his or their leave in chambers or at his or their residence :

Provided that if the Judge or Judges constituting the Bench are not available the Chief Justice may constitute another Bench.]

(3) During the vacation an urgent application may be made to the vacation Judge with his leave in Chambers or at his residence.

**12. Application for review. :-** An application for the review of a Judgement shall be presented to the Registrar General, who shall endorse thereon the date when it is presented and lay the same as early as possible before the Judge or Judges by whom such judgment was delivered along with an office report as to limitation and sufficiency of court-fees. If such Judge or Judges or any one or more of such Judges be no longer attached to the court, the application shall laid before the Chief Justice who shall having regard to the provisions of Rule 5 of Order XL VII of the Code, nominate a Bench for the hearing of such applications :

<sup>2</sup>[Provided that an application for the review of a judgment of one Judge who is precluded by absence or other cause for a period of six months next after the presentation of the application from considering the decree or order to which the application refers, shall be heard or disposed of by a single

<sup>4</sup> Substituted by Noti. No. 10/VIII-C-150, dated 6.5.1978. published in U.P. Gazette, Part II, dated 13.5.1978, p. 29.

<sup>5</sup> Added by Noti. No. 39, dated 19.2.1965. published in U.P. Gazette, Part II, dated 16.12.1967 p. 190.

<sup>6</sup> Substituted by Noti. No. 680/VIII-C-1, dated 26.11.80. published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>1</sup> Subs. By Noti No. 973/VIII-C-19, dated 5.12.1974, published in U.P. Gazette, Part II, dated 11.1.1975. Before substitution the old sub-rule (2) which was subs, by Noti No. 39 dated 19.2.1965, published in the U.P. Gazette, dated 16.12.1967 ran as under :

“(2) On a day when the Court is not sitting an urgent application may be presented before the appointed Judge who received similar application on the immediately preceding working day with his leave in Chambers or at his residence.”

<sup>2</sup> Subs. By Noti. No. 436/VIII-C-2, dated 27.7.1983, published in U.P. Gazette, Part II, dated 13.8.1983.

Judge, and that an application for the review of a judgment of two or more Judges, any one or more of whom is or are precluded by absence or other cause for a period of six months next after the presentation of the application from considering the decree or order to which the application refers, shall be heard or disposed of by a Bench consisting of the same or a greater number of Judges.]

<sup>3</sup>[Explanation :- For the purposes of this rule the expression 'no longer attached to the Court' shall be deemed to include absence from the permanent place of sitting on account of the directions given under rule 17 of this Chapter, illness or any other cause.]

**13. Subsequent application on the same subject to be heard by the same Bench:-** No application to the same effect or with the same object as a previous application upon which a Bench has passed any order other than an order of reference to another Judge or Judges, shall, except by way of appeal, ordinarily be heard by any other Bench.

The application when presented by or on behalf of the person by whom or on whose behalf such previous application was made shall give the necessary particulars of such previous application, the nature and the date of the order passed thereon and the name or names of the Judge or Judges by whom such order was passed.

**14. Tied up cases :-** (1) A case partly heard by a Bench shall ordinarily be laid before the same Bench for disposal. A case in which a Bench has merely directed notice to issue to the opposite party or passed an ex parte shall not be deemed to be a case partly heard by such Bench.

(2) When a criminal revision has been admitted on the question of severity of sentence only, it shall ordinarily be heard by the Bench admitting it.

**15. Application in a tied up case :-** Any application in case which may under the next preceding Rule be heard by a particular Bench shall ordinarily be heard by such Bench.

**16. Application in a case entered in the cause list :-** An application in a case appearing before a Bench in the Cause List shall ordinarily be presented before such Bench.

**17. Places of sitting of Judges :-** The Chief Justice shall determine the permanent place of sitting of a Judge and may from time to time give directions that a Judge at Allahabad may for such period as he may specify sit at Lucknow and vice versa.

## CHAPTER VI

### HEARING AND ADJOURNMENT OF CASES

**1. Order sheet :-** (1) As soon as an appeal, reference or application which may be registered and numbered as a separate case under sub-rule (1) of Rule 1 of Chapter IX is received, an order-sheet in the prescribed form shall be attached thereto.

<sup>3</sup> Added By Noti. No. 226/VIII-C-90, dated 13.5.1964, published in U.P. Gazette, Part II, dated 5.12.1964.

(2) where an appeal or application is presented in court or before the Registrar General, the first entry on the order-sheet shall be made by the reader concerned. In the case of reference it shall be made by the clerk concerned.

(3) The entry shall indicate the date on which the appeal or application was presented or the reference received in the office. It shall also record the order, if any, passed on that date.

**2. Order-sheet to be in chronological order :-** The order-sheet is intended to be a complete record of the history of the case in chronological order and all orders passed and all office reports in the case, including reports as to non-payment of process-fees, service of notice, etc. shall be entered thereon.

**3. Order on interlocutory application :-** Where the order-sheet is not with the Reader when an order is made by the court or the Registrar General, he shall immediately send for it and make the necessary entry thereon.

**4. Maintenance of order-sheet :-** (1) No entry shall be made on a new sheet until all available space on the previous sheet has been utilized. The order-sheet shall be continuous one consisting of as many sheets as may be necessary.

(2) The order-sheet shall bear one general number, different sheets thereof being given separate sub-numbers.

(3) When an order is recorded by the Court or the Registrar General on the order-sheet, a note thereof shall be made by the Readers on the paper to which the order relates. When an order passed by the Court or the Registrar General is recorded elsewhere, an entry thereof shall be made by the Reader on the order-sheet.

(4) All orders recorded by the Court or the Registrar General on the order-sheet and all entries on the order-sheet of orders recorded elsewhere, shall be serially numbered.

(5) All office reports recorded on the order-sheet shall be signed and dated by the clerk concerned, the date being entered immediately below the signature.

(6) The order-sheet shall be kept in a separate cover and it shall be the duty of the Munsarim concerned to see that it is properly maintained and preserved in good condition.

**5. List of ready cases :-** Subject to the directions of the Chief Justice, the Registrar General shall cause to be published from time to time a list of all cases ready and likely to be put up for hearing.

**6. Cause List :-** The Registrar General shall, subject to such directions as the Chief Justice may give from time to time, cause to be prepared a Cause List for each day on which the Court sits containing lists of cases which may be heard by the different Benches of the Court. The List shall also state the hour at which and the room in which each Bench shall sit.

**7. Part-heard cases :-** A case which remains part-heard at the end of the day shall, unless otherwise ordered by the Judge or Judges concerned, be taken up first after

miscellaneous cases, if any, in the Cause List for the day on which such Judge or Judges next sit. Every part-heard case entered in the list may, unless the Bench orders otherwise, be proceeded with whether any Advocate appearing in the case is present or not :

Provided that if any part-heard case cannot be heard for more than two months on account of the absence of any Judge or Judges constituting the Bench, the Chief Justice may order such part-heard case to be laid before any other Judge or Judges to be heard afresh.

**8. Case in which a date is fixed** :- A case in which a date has been fixed for hearing shall, so far as possible, be placed in the Cause List immediately after miscellaneous and part-heard case.

**9. Case may be disposed of on date fixed if notices served** :- If on the day fixed for the hearing of any case or other matter, it appears that the requisite notices have been duly served such case or other matter may be disposed of by the Court on that day. But if it is not disposed of on that day no further notice of the date of hearing other than an entry in the Cause List of the day on which it is to be heard, shall be necessary.

**10. Cases to be called on in their order in Cause List:-** Cases in the Cause List of a Bench shall, unless otherwise directed by the Bench, be called on and disposed of in the order in which they stand in the List.

**11. Adjournment on party's application** :- In civil cases, except where an adjournment is made with the consent of the parties or where from insufficiency or want of notice a party has not been able to prepare itself for the hearing of the case, the Court while granting an adjournment may direct the party applying for such adjournment to pay to the opponent or his Advocate such costs as it may consider reasonable.

**12. Court may order a case to stand out of its place or be adjourned on application** :- On an application made to it the Bench may for sufficient cause shown order any case listed before it for hearing to stand out of its place in the Cause List or to be adjourned for such period as may be considered just. Where an adjournment for not more than three days is sought the application may be made orally. In considering whether there is sufficient cause any objection on behalf of the other party shall be taken into account.

A motion under this Rule may be made as soon as the Bench begins its work for the day and shall not ordinarily be entertained if made at any other time :

Provided that no adjournment shall be granted under this Rule unless there is sufficient work for the day.

**13. No party has right to have a case put out of its place in Cause List owing to Advocate's engagement elsewhere** :- No party shall have the right to have a case put out of its place in the Cause List on the ground that his Advocate or his brief-holder is engaged before another Bench.

The Bench may, however, order any case to stand out of its place in the list if such Advocate or brief-holder is alone in the case and is actually arguing a case before another Bench or is alone in a case that is actually being heard by



another Bench and has, before the case is called on, given information in writing to the Bench Reader that he is so engaged before another Bench. A case will, however, not ordinarily be so put out of its place unless there is another case in the List in which the parties or their Advocates are ready and present in the court-room so that the case may be proceeded with at once.

It shall be the duty of the Advocate to inform the Bench Reader as soon as the case, in which he is engaged in the manner indicated above in another Bench, is over.

A case shall not ordinarily be put out of its place in the Cause List under this Rule more than once.

**14. Application that a case be not listed on any particular day or days :-** (1) The Chief Justice may on the application of any party order that a case shall not be placed in the Cause List on any particular day or days.

(2) Such application shall be duly stamped and signed by the applicant or his advocate and presented before the Registrar General. The application shall be laid before the Chief Justice for orders along with a note by the Registrar General showing the extent to which, if at all, the work of the Court will be interfered with if the application were to be granted.

**15. Advocate's application for postponement of his cases :-** (1) The Chief Justice may on the application of an Advocate postpone his cases for such time as he may deem proper, if he is satisfied that such postponement is necessary on account of a marriage, death or illness, or any other unavoidable or urgent reason.

(2) An application under this Rule shall be accompanied by a list of cases desired to be postponed specifying the occasion or occasions, if any, when any such case was previously postponed under this Rule. It shall also indicate the cases in which the date of hearing has been fixed by a Bench. If any omission or inaccuracy in this regard is discovered in the application later, <sup>1</sup>[or if any Advocate whose such application has been allowed is found to have appeared before any of the Benches of the Court or before any other Court or Tribunal except where the postponement has been ordered specifically on ground of appearance before any particular Court or tribunal, in any case, whether for orders, admission or hearing, the application for postponement of cases shall stand rejected automatically].

**16. Alteration of date when fixed by a Judge:-** If the date of hearing in any case has been fixed by a Judge any alteration in such date shall, so far as possible, be made after consulting him.

**17. Inspection of record of a case on the Cause List:-** Except with the permission of the Bench or the Bench Reader, no Advocate shall be allowed access to the record of a case entered in the Cause List of a Bench before the case is called on for hearing. During the progress of the arguments in the case, any of the parties' Advocates may have access to record when it is not being actually referred to or examined by the Bench.

<sup>1</sup> Added. By Noti. No. 325/VIII-C-49, dated 23.10.1978, published in U.P. Gazette, Part II, dated 2.12.1978.

## CHAPTER VII JUDGEMENT AND DECREE

**1. Pronouncing of judgment:-** (1) After a case has been heard judgment may be pronounced either at once or on some future date <sup>2</sup>[of which notice shall be given to the Advocates of the parties : Provided that notification in the Cause List shall be deemed to be sufficient notice.]

2. Where a case is heard by two or more Judges and judgment is reserved, their judgment or judgments, may be pronounced by any one of them. If no such Judge be present such judgment or judgments may be pronounced by any other Judge.

<sup>3</sup>[(3) Where a case is heard by a Judge sitting alone and judgment is reserved, his judgment may, in his absence, be pronounced by any other Judge.]

**2. Judgment or order to be recorded:-** Every judgment or order delivered by the Court shall be recorded. Where a written judgment or order is delivered, such judgment or order shall form part of the record. Where the judgment or order is delivered orally in open Court it shall be taken down by a judgment clerk and a transcript thereof shall form part of record.

**3. Transcript of judgment or order prepared by a judgment clerk:-** The transcript of the judgment or order prepared by the judgment clerk shall be filed by him with the paper-book of the case to which it relates not later than one week from the date on which such judgment or order was delivered. He shall initial the transcript and enter at the foot thereof the date on which the judgment or order was delivered and the date on which the transcript was filed with the paper-book of the case.

**4. Judgment or order to be sealed with the seal of the Court:-** (1) When the transcript of the judgment or order prepared by the judgment clerk has been filed with the paper-book of the case, the Bench Reader shall submit it to the Judge or Judges who delivered it. It shall then be signed or initialled by such Judge or Judges after such corrections as may be considered necessary. Thereafter it shall be sealed with the seal of the Court by the Bench Reader.

(2) Where the Judge or any one of the Judges by whom the judgment or order was delivered is not available on account of death, illness, retirement or any other cause, the transcript shall be submitted to the Chief Justice and it may be sealed under his orders without the signature of such Judge, an endorsement to that effect being made on such judgment or order under the signature of the Registrar General.

3. Where a written judgment or order is delivered it shall, after it has been signed or initialled by the Judge or Judges delivering it, be sealed with the seal of the Court by the Bench Reader.

**5. Personal Assistants to Judges :-** There shall be attached to each Judge a Personal Assistant who shall act as

<sup>2</sup> Subs by Noti. No. 90/VIII-C-90, dated 30.3.1956, published in U.P. Gazette, Part II, dated 9.6.1956.

<sup>3</sup> Added. By Noti. No. 1409, dated 3.2.1953, published in U.P. Gazette, Part II, dated 14.2.1953.

his judgment clerk. If the Personal Assistant is not present or the Judge needs another Judgment clerk, the senior-most Personal Assistant on duty shall make necessary arrangement.

**6. Preparation of decree or formal order :-** After a suit or a proceeding in the nature of a suit or an appeal from a decree has been heard and decided, a decree shall follow the judgment. In other cases, unless otherwise ordered a formal order shall follow the order finally disposing of the case or any order by which costs have been awarded.

**7. Taxation of costs :-** (1) Where the court has passed an order that the parties shall pay their own costs or that no costs be allowed or an order to the same effect or has passed no order as to costs no costs shall be allowed on taxation except such sum as may have been ordered to be paid by a party irrespective of the result of the case.

(2) Where a party is only partially successful and costs are ordered to be paid in proportion to the success of such party, the amount of all taxable costs payable to it shall be proportionately reduced.

**8. Contents of decree or formal order :-** (1) The decree or formal order shall be drawn up in the language of the court and shall bear date of the day on which the judgment or order upon which it is founded was delivered.

<sup>1</sup>[Provided that Hindi may be used in place of English, on optional basis, in any judgment, decree or order to be passed by the Court. Such judgment, decree or order shall be accompanied by an authorised English translation thereof.]

(2) It shall contain the nature, number and year of the case, the names and descriptions of the parties, the names of their Advocates and a clear specification of the relief granted or other adjudication made.

(3) It shall state the amount of costs incurred in the case and by whom and in what proportions such cost and costs in the courts below, if any, are to be paid.

**9. Notice of decree or formal order for objection :-** As soon as the decree or formal order has been drawn up the Registrar General shall cause to be exhibited on the notice board a notice stating that the decree or formal order has been drawn up. The notice shall further state that any party to it or his Advocate may on or before a date to be specified in the notice peruse the same and sign it or file with the Registrar General an objection thereto on the ground that there is a clerical error or omission in the decree or formal order or that it is not in accordance with the judgment or order upon which it is founded. Such objection, if any, shall state clearly what the alleged clerical error or omission is or in what respect the decree or formal order is not in accordance with the judgment or order. It shall be signed and dated by the party or the Advocate filing it.

<sup>1</sup> Added. By Noti. No. 35/X-e-5, dated Allahabad the 24.1.1972, published in U.P. Gazette, dated 10.11.1973 and came into force w.e.f. 10.11.1973.

**10. Procedure of objection :-** Where an objection is filed under the next preceding Rule the Registrar General shall after giving notice to the Parties concerned decide such objection with liberty to adjourn any matter to the Judge by whom such Judgement or order was delivered in Chambers. If such Judge is not available the matter shall be put up before such Judge as the Chief Justice may nominate.

**11. Decree or formal order to be signed and sealed :-**  
(1) After the decree or formal order has been corrected or altered as directed by the Registrar General or the Judge, as the case may be, it shall be signed by the Deputy Registrar and sealed with the seal of the Court.

(2) If no objection is filed the Deputy Registrar shall sign the decree or formal order and seal it with the seal of the Court on the expiry of the date specified in the notice.

<sup>1</sup>[At Lucknow Bench, however, the functions of the Deputy Registrar as mentioned in sub-rules (1) and (2) shall be performed by the Assistant Registrar, and in his absence by the Joint Registrar of that Bench.]

## CHAPTER VIII

### MISCELLANEOUS PROVISIONS

#### SECTION -A

##### SEAL OF THE COURT

**1. Seal of the Court :-** The Court shall have and use as occasion may require a seal bearing a device and impression of the Asoka Capital with an exergue or label surrounding the same, with this inscription : "The seal of the High Court at Allahabad", and the words "Satyameva Jayate" in Devanagari script. The said seal shall be delivered to and kept in the custody of the Chief Justice in such manner as he may think fit and in case of vacancy of the office of the Chief Justice or during any absence of the Chief Justice the same shall be delivered over and kept in the custody of the person appointed to act as Chief Justice.

All writs, summons, precepts, rules, orders and other mandatory processes to be used, issued or awarded by the Court shall run and be in the name and style of the Court and shall be sealed with the said seal.

#### SECTION B-

##### JUDGES SITTING ALONE AND IN DIVISION COURTS

**2. Powers of a single Judge and Division Court :-** Any function which may be performed by the Court in the exercise of its original or appellate jurisdiction may be performed by any Judge or by any Division Court appointed or constituted for such purpose in pursuance of Article 225 of the Constitution.

**3. Procedure when Judges are divided in opinion :-** When a case <sup>1</sup>[to which the provisions of the Code of Criminal Procedure do not apply,] is heard by a Division Court composed of two or more Judges and the Judges are divided in opinion as to the decision to be given on any point, such

<sup>1</sup> Added. By Noti. No. 209/VIII-e-19, dated 25.4.1974, published in U.P. Gazette, dated 29.6.1974.

<sup>1</sup>Inserted . By Noti. No. 220/VIII-C-90, dated 12.11.1955, published in U.P. Gazette, Part II, dated 3.12.1955.

point shall be decided according to the opinion of the majority, if there shall be a majority,. Should the Judges be equally divided they may state the point upon which they differ and each Judge shall record his opinion thereon. The case shall then be heard upon that point by one or more of the other Judges as may be nominated by the Chief Justice and the point decided according to the opinion of the majority of the Judges who have heard the case including those who first heard it.

#### **Comment**

A plain reading of this rule indicates that where two or more judges are divided in opinion as to the decision to be given on any point, such point shall be decided according to the opinion of the majority, if there shall be a majority, but if the judges be equally divided they are to state the point upon which they differ and each shall record his opinion thereon. It is in this eventuality the case is then to be heard by one or more judges as nominated by the Chief Justice. After the nomination of the judge or the judges by the Chief Justice the point is to be decided according to the opinion of the majority of the judges who have heard the case including those who first heard it. Thus, it is obvious that only the point upon which the judges are equally divided is to be referred. It implies that reference is to be made by the judges who have heard the case and have not pronounced the final judgements in the case.

### **SECTION- C CIVIL JURISDICTION OF THE COURT**

**4. Extraordinary original civil jurisdiction of the Court:-** The Court may remove and try and determine as a Court of extraordinary original jurisdiction any suit being or falling within the jurisdiction of any Court subject to its superintendence when it shall think proper to do so either on the agreement of the parties to that effect or for the purposes of justice, the reasons for so doing being recorded on the proceedings of the Court.

**15. Special appeal :-** An appeal shall lie to the Court from a judgment (not being a judgment passed in the exercise of appellate jurisdiction) in respect of a decree or order made by a Court subject to the superintendence of the Court and not being an order made in the exercise of revisional jurisdiction or in the exercise of its power of superintendence or in the exercise of criminal jurisdiction <sup>2</sup>[or in the exercise of the jurisdiction conferred by Article 226 or Article 227 of the Constitution in respect of any judgment, order or award--(a) of a tribunal, Court or statutory arbitrator made or purported to be made in the exercise or purported exercise of jurisdiction under any Uttar Pradesh Act or under any Central Act, with respect to any of the matters enumerated in the State List or the Concurrent List in the Seventh Schedule to the Constitution, or (b) of the Government or any officer or authority, made or purported to be made in the exercise or purported exercise of appellate or revisional jurisdiction under any such Act of one Judge.]

**6. Application for declaration that the case is a fit one for appeal in the case of a judgment by one Judge.** <sup>3</sup>[\*\*\*].

<sup>1</sup>Subs by Noti No. 345/VIII-C-150, dated 6.11.1963, published in U.P. Gazette, Part II, dated 5.12.1964.

<sup>2</sup>Subs. By Noti. No. 436/VIII-C-2, dated 27.07.1983, published in U.P. Gazette, Part II, dated 13.8.1983.

<sup>3</sup>Deleted by Noti. No. 345/VIII-C-150, dated 6.11.1963, published in U.P. Gazette Part II, dated 5.12.1964.

**7. Guardianship Jurisdiction :-** The Court shall have the like power and authority as that which is now lawfully exercised by it with respect to the persons and estates of infants, idiots and lunatics within its territorial jurisdiction subject to the provisions of any law for the time being in force.

**8. Testamentary and Intestate jurisdiction :-** The Court shall have the like power and authority as that which is now lawfully exercised by it in relation to the granting of probates of last wills and testaments and letters of administration of the goods, chattels, credits and all other effects whatsoever of persons dying intestate so as not to interfere with the provisions of any law by which power is given to any other Court to grant such probates and letters of administration.

**9. Matrimonial Jurisdiction :-** The Court shall have jurisdiction in matters matrimonial between persons within its territorial jurisdiction so as not to interfere with the exercise of any jurisdiction in such matters lawfully possessed by any Court within its jurisdiction.

#### **SECTION- D**

##### **CRIMINAL JURISDICTION OF THE COURT**

**10. Ordinary original criminal jurisdiction.—**The Court shall have ordinary original criminal jurisdiction in respect of all persons within its territorial jurisdiction and shall in the exercise of such jurisdiction, be empowered to try all persons brought before it in due course of law.

**11. Extraordinary original criminal jurisdiction.-** The Court shall have extraordinary original criminal jurisdiction over all persons residing in places within the jurisdiction of any Court subject to its superintendence and shall have authority to try at its discretion any such persons brought before it on charge preferred by any Magistrate or other officer specially empowered by the Government in that behalf.

#### **SECTION- E**

##### **SERVICE OF NOTICE**

**<sup>1</sup>[12. Service of notice by post or publication.-** A notice, in addition to the court notice, may also be served by the petitioner/appellant through his Advocate to the respondent(s) by registered post or speed post or by such courier service, as may be approved by the court, or any other electronic mode and file affidavit of service accompanied by proof thereof or with the permission of the court by substituted service, publishing the notice in a daily newspaper, having wide circulation in the districts, in which the defendant/respondent is last known to have actually or voluntarily resided/carried on business or personally worked for gain;

Provided that where an order for publication of notice has been passed by the Court or by the Registrar General, as the case may be, the party on whose behalf the notice is to be published shall, within seven days from the date of the order, obtain the tentative date from the office on the prescribed form of the notice duly filled in by the party or his counsel and shall get it published before the date fixed in a daily newspaper circulating in the locality in which the respondent or the opposite party, as the case may be, is last known to

<sup>1</sup>Amended by Notification No.195/VIII-C (Correction Slip No. 260) dated 05.06.2018.

have actually and voluntarily resided, carried on business or personally worked for gain.

Provided further that the party or his counsel getting the notice published as aforesaid shall so arrange that the notice is published at least ten days before the date fixed in the notice and shall file a copy of the newspaper containing the notice before the Registrar General a week before the date fixed.

Provided also that where the copy of the newspaper is not supplied within the time prescribed in the preceding proviso, the case or the application, as the case may be, on which the order for publication of notice had been passed, shall be listed before the Court for such orders as the Court deems fit.

Explanation I :- Where the party fails to file the copy of the newspaper he shall be deemed to have committed default in supplying the notice, and the provisions of Rule 4 of Chapter XII shall *mutatis mutandis* apply in such cases.

Explanation II :- A notice sent by registered post shall, unless it is received back from the post office as undelivered, be deemed to have been served at the time at which it would be delivered in the ordinary course of post.]

13. <sup>2</sup>[\* \* \*]

#### **SECTION- F** FORM OF OATHS

**14. Forms of oaths and affirmations** :- <sup>2</sup>[The following forms of oaths and affirmations are prescribed under Section 6 of the Oaths Act, 1969, namely--

(1) *Form of the oath or affirmation to be administered to the witness*-- "I do swear in the name of God/solemnly affirm that what I shall state shall be truth, the whole truth and nothing but the truth".

(2) *Form of the oath or affirmation to be administered to the interpreter* – "I do swear in the name of God/solemnly affirm that I will well and truly interpret and explain all questions put to and evidence given by witnesses and translate correctly and accurately all documents given to me for translation".

#### **SECTION- G** RECORD OF EVIDENCE

**15. Recording of evidence**:- (1) Witnesses in attendance shall be examined orally under the direction and supervision of the Court and their evidence taking down in the form of question and answer or in that of a narrative by a judgment clerk or by such other person as may be appointed for the purpose.

(2) The evidence so taken down or, if it is taken down in shorthand the transcript of the shorthand note shall be read and, where necessary, interpreted to the witness and shall be signed by him, and the Judge shall also sign it after making such corrections therein as may be found necessary.

<sup>2</sup> Deleted by Noti. No 253/VIII-C-37, Dated 13.10.1958, published in U.P. Gazette, Part II, dated January 10, 1959.

<sup>2</sup> Subs. by Noti. No.680/VIII-C-2,dated 26.11.1980, published in U.P. Gazette, Part II dated 11.4.1981,p. 27.

**16. Evidence recorded by another Judge :-** Except as provided by law where at any stage of the hearing of a suit or other proceeding any Judge or Judges constituting the Bench are replaced by another Judge or Judges, such Judge or Judges may deal with any evidence taken under these Rules as if such evidence had been taken under their direction and supervision and proceed with the suit or other proceeding from the stage at which it may be when the case is taken up by them.

#### **SECTION- H** ISSUE OF COMMISSION

**17. Deposit of expenses of commission :-** <sup>1</sup>[\*\*\*] <sup>2</sup>[No] commission may be issued by the Court unless the party at whose instance or for whose benefit such commission is to be issued <sup>3</sup>[or the prosecution in criminal cases] has deposited with the Cashier within such time as may be fixed, such sum as the Court may consider reasonable for the expenses of the commissions.

#### **SECTION- I** FURNISHING OF SECURITY

**18. Form of security :-** Security furnished under the provisions of Order XLV of the Code or otherwise in pursuance of any order of the Court shall unless otherwise ordered be furnished in the form of cash or Government securities or Post Office National Savings Certificates or immovable property.

**19. Determination of sufficiency of Government securities of PONS Certificates:-** In determining the sufficiency or otherwise of the security when furnished in the form of Government securities or Post Office National Savings Certificates, the value on the date on which such security is furnished, and not the face value, shall be taken into consideration.

**20. Endorsement in case of Government securities :-** Where security is furnished in the form of Government securities, they shall be endorsed in the name of the Registrar General.

**21. Procedure when PONS Certificates are given as security :-** Where security is furnished in the form of Post Office National Savings Certificates, they shall be in the name of the Registrar General.

In such case the following procedure shall be followed, namely--

- (a) If fresh certificates have to be purchased, the application for the purchase of such Certificates shall be signed by the pledger and handed over to the Registrar General along with an affidavit affirming that his total holdings in the post office--including the amount of the Certificates proposed to be pledged as security do not exceed the maximum amount

<sup>1</sup> The words "Except in criminal cases" deleted by Noti No. 680/VIII-C-2, dated 26.11.80, published in U.P. Gazette, Part II, dated 11.4.81, p. 27. C.S. No.204

<sup>2</sup> Substituted by ibid

<sup>3</sup> Inserted by ibid



prescribed for individual investment under the postal rules.<sup>1</sup>

- (b) If the Certificates stand in the name of the pledger, he shall present them to the Register General along with an application addressed to the Postmaster at Allahabad or Lucknow, as the case may be, praying that the Certificates be transferred to the name of the Registrar General, and an affidavit as required by clause (a).
- (c) The Registrar General shall, if he is satisfied that the application is in order, give the pledger an authority to the Postmaster at Allahabad or Lucknow, as the case may be, to invest the amount of security in the following form :
- "I hereby sanction the investment of Rs..... in Post Office National Savings Certificates on account of security pledged to the Registrar General of the High Court of Judicature at Allahabad in .....no.....of 20 ."
- (d) The pledger shall thereafter present the cash or the Certificates, as the case may be, along with the necessary papers to the Postmaster concerned who will then either issue the Certificates in the name of the Registrar General or transfer them to his name. The Certificates shall thereafter be deposited by the pledger with the Registrar General.
- (e) When the security is to be released, the Registrar General shall return the Certificates to the pledger giving him written authority to resume possession. The pledger may thereafter present such authority and the Certificates at the Post Office concerned and have the Certificates transferred to his own name.

**22. Particulars of security to be stated in memorandum:-** Where security is furnished in the form of cash, Government securities or Post Office National Savings Certificates it shall be accompanied by a memorandum containing all necessary particulars.

1. **Security of immovable property :-** Where the security offered consists of immovable property, the person giving such security shall file a security bond duly registered hypothecating such property in the name of the Registrar General and his successors-in-office together with-(1) a specification of the title of the mortgagor, (2) an affidavit of the person executing the security bond affirming that the property secured is of sufficient value to cover the amount of security required, and (3) the necessary certificate from the Registration office concerned indicating that the property is free from encumbrances or, in case the property is encumbered, the particulars and extent of such encumbrances. The Court may before accepting such security direct that it be verified by the District Judge

<sup>1</sup> See Post and Telegraph Guide, Part I, Section VII-B, rule D (4)

of the district within which such immovable property is situated.

## **SECTION- J** SUMMARY DETERMINATION OF APPEAL

**24. Application for summary determination of a First Appeal** :- (1) A respondent to a first appeal <sup>1</sup>[\*\*\*] who has filed no cross-objection, may on receipt of a notice to appear and answer the appeal and within thirty days of the date fixed in the notice for his appearance make an application for the summary determination of the appeal on the ground that it is frivolous or vexatious or that it has been filed merely to cause delay or that it can be disposed on of a preliminary ground and that a paper-book is not necessary for its disposal.

(2) The application shall be accompanied by documentary proof of the fact that a copy of the application has been served on the appellants' Advocate. Such proof may consist of an acknowledgment from such Advocate of having received the copy or a postal acknowledgment in case the copy was served on him by registered post or an affidavit showing how the service was effected.

(3) The application along with the appeal shall be listed for hearing as early as possible after the expiry of thirty days from the date when notice of the application was served on the appellants' Advocate provided that no cross-objection has been filed in the appeal. If the Court does not summarily dismiss the appeal, it shall reject the application and thereafter the appeal shall proceed as if no application under this Rule had been made. In case a cross-objection has been filed before the application is listed for hearing, the court shall reject the application.

## **SECTION- K** CIVIL REVISIONS AND APPEALS FROM APPELLATE ORDERS

**1. Civil Revisions and Appeals from Appellate Orders**:- Subject to these Rules, the procedure prescribed in <sup>2</sup>[Order XLI] <sup>3</sup>[\* \*] of the Code with respect to appeals shall, so far as may be, also apply to revisions and appeals from appellate orders where such appeals are allowed under any law.

## **SECTION- L** CONNECTING CASES

**26. Connecting Cases** :- No application shall be required for connecting cases arising out of the same decree, judgment or order and such cases shall be connected whether there be any application or not.

When any other cases are sought to be connected, a properly stamped application shall be presented to the Registrar General after giving notice to the Advocates for all the other parties to such cases. The signature of an Advocate on such application shall be sufficient indication that notice has been given to him. Any party desiring to contest the application may file an objection within ten days. Where no

<sup>1</sup> The words "valued not less than twenty thousand rupees", omitted by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>2</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>3</sup> Omitted by ibid

objection has been filed, the Registrar General may pass orders on the application. Where an objection has been filed, the application shall be listed before the Court for orders.

### **SECTION- M** **PAPER-BOOK**

**27. Exclusion of papers from paper-book by order of Chief Justice :-** The Chief Justice may by general order direct that any copy or paper required under these Rules to be included in a paper book be not so included therein. In such case the original paper on the record of the case shall be entered in the general index and clearly flagged.

**28. Inclusion of papers in paper-book by order of the Bench :-** Where the Bench hearing the case requires any paper not on the paper-book to be copied, transliterated or translated, typed copy or transliteration or translation, of such paper shall be included in the paper-book.

**29. Inclusion of transliteration or translation instead of a copy in paper-book :-** The Chief Justice may from time to time issue directions as to the manner in which and the conditions according to which transliteration or translation of any paper on the record of a case may be prepared for inclusion in the paper-book instead of a copy as required by these Rules.

### **SECTION- N** **INFORMATION ON APPLICATION**

**30. Information on Application :-** (1) Any person desirous of ascertaining the serial number or date of institution or other registered particulars respecting a case or proceeding, shall present or send by post to the Registrar General a written application bearing a court-fee label of the value of <sup>1</sup>[Rs. 5.00 giving the best particulars he can as to the nature of the case, the year of institution and the names of parties. <sup>2</sup>[If detailed information in a pending case is required, the person seeking such information shall similarly make an application for the purpose, bearing a court fee label of the value of <sup>3</sup>[Rs. 5.00].

The Registrar General shall forward such application to the Section Officer of the department concerned, who shall have the application marked with a serial number and return it with the necessary information, if obtainable, to the applicant within three days from the date of receipt of the application or earlier, if possible. If such information cannot be given within the aforesaid period the Superintendent shall on the expiry of the said period report to the Registrar General the cause of non-compliance and specify the date when it would be possible for such information to be supplied. The application shall be returned to the applicant and the information given to him when he returns it to the Registrar General after such date.

(2) Where the applicant desires that the information be sent to him by post, he shall attach to his application postage stamp of the requisite value to enable the application to be returned to him along with the reply by post.

<sup>1</sup>Subs. by Noti. No. 516/xd-188, Correction Slop No. 224, dated November 30, 1996, published in U.P. Gazette, Part II, dated 4.1.1997

<sup>2</sup>Added . by Noti. No. 24/ VIII-C-189, dated 1.11.1977, published in U.P. Gazette, Part II, dated 31.12.1977.

<sup>3</sup>Subs. by Noti. No. 516/xd-188, Correction Slop No. 224

(3) A translation of this Rule in Hindi shall be pasted on the notice board in a conspicuous place in the Court-house.

(4) Section Officers of the Judicial and Criminal Departments shall each maintain a register of applications made under this Rule in the form given below :

Applications for Information (Chapter VIII, Rule 30)

-----  
Serial No.

Date

Name of Applicant

Description of case

Number of questions asked

Value of court-fee labels affixed

Date of return of application

Remarks  
-----

**31. Information on application by a party :-** A party to a pending <sup>1</sup>[or decided] case or proceeding may obtain information with respect to such case or proceeding by means of a written application in the prescribed form. A fee of <sup>2</sup>Rs. 5.00 for every question asked shall be paid in court-fee labels affixed to the application.

The questions asked must be of a simple nature admitting of a short answer and in no circumstances shall the right conferred by this Rule be so exercised as to be a substitute for obtaining more detailed information by an inspection of the record or by an application for copy.

<sup>1</sup>[Detailed information on one subject in a pending case on proceeding can also be obtained under this rule by means of a written application in the prescribed form, bearing court fee label of the value of Rs. 5.00.

An application under this rule shall be presented and dealt with, so far as may be, in the manner provided in the next proceeding rule, except that the Section Officer concerned shall apply the necessary information, if possible, the same day in case the application is presented in the forenoon and the next day in the case if is presented in the afternoon.

<sup>1</sup> Ins. By Noti. No. 14/VIII-C-175, dated 29.6.1977, published in U.P. Gazette, Part II, dated 3.9.1977.

<sup>2</sup> Subs. by Noti. No. 516/xd-188, Correction Slop No. 224, dated November 30, 1996, published in U.P. Gazette, Part II, dated 4.1.1997

<sup>1</sup> Added . by Noti. No. 24/ VIII-C-189, dated 1.11.1977, published in U.P. Gazette, Part II, dated 31.12.1977.

**SECTION- O**  
APPROVED LAW JOURNALS

**32. Supply of copies of Judgments to approved law journals :-** (1) Rules 16, 17, 24, 25, 26, 27 and 28 contained in Chapter XL, Part VIII shall, so far as may be, apply to the issue of copies of judgments approved for reporting to representatives of approved law journals. The other Rules contained in that Chapter shall not apply.

(2) The issue of copies to representatives of such journals shall be governed by the following provisions namely:-

- (a) An approved list of law journals entitled to receive copies of judgments approved for reporting under the Rule shall be maintained under the orders of the Chief Justice.
- (b) No law journal shall be entered in the list unless it has given an undertaking that it will apply for a copy of every judgment delivered by the Court which is marked A.F.R. (Approved for Reporting.)
- (c) No law journal on the approved list shall be entitled to receive more than one copy of such judgment under this Rule.
- (d) As soon as a judgment has been approved for reporting by the Court, <sup>2</sup>[the Bench Secretary] shall enter it in a register to be called "Register of judgments marked A.F.R.", the entries being made in chronological order. He shall send such judgment immediately to <sup>93</sup>[the Section Officer concerned of the Judicial or the Criminal Department, as the case may be.]
- (e) As soon as a judgment marked A.F.R. has been received by <sup>93</sup>[the Section Officer concerned] he shall send it to the <sup>93</sup>[Section Officer of the Copying (E) Department] for the preparation of as many copies as there are law journals on the approved list together with one copy for the Indian Law Reports (Allahabad Series).
- (f) Two registers in the prescribed form to be called "Register of Copies of Judgments marked A.F.R." and "Register of Applications for Copies of Judgment marked A.F.R." respectively shall be maintained by the <sup>93</sup>[Section Officer of the Copying (E) Department] with respect to such copies.
- (g) Copies prepared under this Rule shall contain the following additional information, namely,-
  - (i) the names of Advocates appearing in the case on both sides;
  - (ii) the names of Judges delivering the judgment of the Court; and

<sup>2</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27. C.S. No.204

- (iii) full designation of the lower court along with the date of its judgment or order.

Such additional information shall be sent to the Section Officer, Copying (E) Department] by <sup>1</sup>[the Section Officer concerned of the Judicial or

the Criminal Department, as the case may be] along with the judgment.

- (h) Copies prepared under this Rule shall be given priority over all ordinary copies and shall be prepared as quickly as possible.
- (i) As soon as copies are ready, the first impression copy shall be delivered to the Law Reporter representing the Indian Law Reports (Allahabad Series) on his submitting an application for copy to <sup>94</sup>[the Section Officer, Copying (E) Department]. Such application shall require no stamps. The remaining copies shall be delivered to the representatives of the other journals on the approved list on their submitting a duly stamped application and paying the necessary charges as required by the Rules.
- (j) If the representative of any law journal on the approved list other than the Law Reporter does not apply for copy of any judgment marked A.F.R. within three weeks from the date on which it is so marked the name of such journal may be removed from the approved list.
- (k) The "Register of Copies of Judgments marked A.F.R." shall be open to inspection by the Law Reporter or his clerk or by the representative of any law journal on the approved list.

## SECTION- P MISCELLANEOUS

**33. Certain applications to be laid before Chief Justice for orders** :- An application for the expediting of the hearing of a case or for listing a case out of turn or for the removal of a case to be tried and determined by the Court under Rule 4 or for the withdrawal of a case under Art. 228 of the Constitution shall be laid before the Chief Justice <sup>2</sup>[or any other Judge or a Bench nominated by the Chief Justice in respect of any case or class of cases] for orders.

<sup>1</sup>[33-A. In addition to the Hon'ble Chief Justice, the concerned Bench including that hearing bail plea of the appellant, may pass an order for expediting the hearing of appeal].

**34. Examination of records** :- Immediately on the receipt of a record, the office shall examine its condition and note on the form for transmission of record received along with the record the date of its receipt and its condition. The record

<sup>1</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27. C.S. No. 204

<sup>2</sup> Ins. By Noti. No. 20/VIII-C-150, dated 18.8.77, published in U.P. Gazette, Part II dated 27.8.1978, p. 58

<sup>1</sup> Added by Noti. No. 140/VIII-C-2, Correction slip No. 236 dt. 16.05.2006 published in U.P. Gazette, Part II dt. 27.05.2006 (w.e.f. 27.05.2006).

shall thereafter be examined and if on such examination it is found that any paper is missing from the record or is mutilated, or that the record is in any other respect defective, a note thereof shall be made forthwith on the back of the aforesaid form and it shall be laid before the Registrar General for such orders as he may deem fit to pass.

**35. Receipt of papers filed :-** Any party to a case or his Advocate desirous of obtaining a receipt for any paper including an application, Vakalatnama or retainer or appearance slip shall attach to and present with such paper a receipt slip in the subjoined form. The slip shall be signed in acknowledgment of the receipt of such paper by the <sup>2</sup>[Bench Secretary] or other official receiving such paper and returned to the person presenting it :

Description of case	Name and description of person filing paper	Description of paper	Signature of official paper receiving and date of receipt
1	2	3	4

**36. Transliteration or translation of document filed in court :-** (1) Where a document filed by a party in Court in any case or proceeding is not in Hindi written in the Devanagari character or in the language of the Court, it shall, subject to any general or special orders of the Chief Justice or the Court, file therewith if the document is in Hindi but is not written in Devanagari character, a transliteration thereof in such character or if the document is in another language a translation thereof in the language of the Court.

(2) Such transliteration or translation shall be verified to be correct by the Advocate of the party filing it or by the person making it. In the latter event such person shall give his full name and address with such particular as may be sufficient to identify him and verify such transliteration or translation in the following manner, namely--

"I, A, B, do declare that I read and understand the language and character of the original and that the above is a true and accurate transliteration/translation thereof."

Such transliteration or translation shall, if so ordered by the court, be revised and certified as correct by <sup>3</sup>[the Section Officer of the Translation Department, may be filed in court along with the document.]

(3) In lieu of the method indicated in the foregoing sub-rule the party required to file a transliteration or translation of a document may on application to the Registrar General have such document transliterated or translated, as the case may be, by a translator on the establishment of the Court and such transliteration or translation certified to be a true transliteration or translation by <sup>1</sup>[the Section Officer of the

<sup>2</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>3</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

<sup>1</sup> Subs. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27.

Translation Department, may be filed in Court along with the document.

(4) The charges for the transliteration or translation of documents under this Rule shall be such as may be fixed from time to time by the Registrar General. Where by these Rules a transliteration or translation may be certified as correct by <sup>98</sup>[the Section Officer of the Translation Department] the person applying for such certificate shall pay such charge as may be prescribed by the Registrar General not exceeding sixty per cent of the charges prescribed for the transliteration or translation of such document. If the transliteration or translation is so defective that the work of revision and correcting it practically amounts to transliterating or translation it afresh the full charges may at the discretion of the Registrar General be charged for such work.

**37. Application of Rules 14 to 21 of Chapter XV to other civil proceedings:-** Rules 14 to 21 of Chapter XV of Part II shall also be applicable in the case of civil proceedings other than those to which the Rules contained in that Chapter apply.

**38. Application of other Rules to Part III, IV, V or VII :-**  
(1) Where any Rule contained in Part III, IV, V or VII is inconsistent with any Rule in any other Part the former shall prevail and the latter shall, to the extent of such inconsistency, be deemed to have been modified or repealed so far as the former is concerned.

(2) Subject to the provisions of sub-rule (1) the Rules contained in Part II shall, so far as may be and with necessary modifications and adaptations, also apply to proceedings under the said Parts.

<sup>2</sup>**[38-A :- Adjustment of appeals, petitions and references etc. :-** The provisions contained in Rules 1 to 6 and 9 of Order XXII and in Order XXXII of the Code of Civil Procedure shall, so far as may be and with necessary modifications and adaptations, apply to special appeals, writ petitions under Article 226 of the Constitution and Tax Acts references <sup>3</sup>[and revisions] falling under Chapter IX, XXII and XXVII of these rules.]

**39.Forms :-** The forms set forth in Schedule III to these Rules shall, with such variations as the circumstances of each case may require, be used for the respective purposes indicated therein added in these Rules.

**40. Court fee to be paid in cases coming up before the Court :-** Court fees shall be payable in cases coming before the Court in the exercise of its ordinary original civil jurisdiction or in the exercise of its jurisdiction as regards appeals from judgment passed by it in the exercise of its ordinary civil jurisdiction to the extent to, and the manner in which they are payable in similar classes of cases coming before it, under the provisions of Section 4 of the Court Fees Act, 1870.

<sup>1</sup>**[40-A. Register of Court fees filed in the Court – A** Register shall be maintained by the Stamp reporter wherein the

<sup>2</sup> Added by Noti. No. 310/VIII-C-169, dated 3.8.1964, published in U.P. Gazette Part II, dated 5.12.1964, p. 200.

<sup>3</sup> Added. by Noti No. 680/VII-C-2, dated 26.11.1980, published in U.P. Gazette, Part II, dated 11.4.1981, p. 27. C.S. No.204

<sup>1</sup> Added by Notification No. 169/VIIIc, dated 29.04.2014 (Correction Slip No. 248), published in Official Gazette part 1-ka of U.P., dated 17.05.2014.



number of cases filed, name, number of petitioners in case of writ petition and the amount of the court fees paid from time to time shall be recorded.]

<sup>2</sup>[**41. Restriction on carrying of arms :-** No person, not belonging to the security force on duty shall carry or have in his possession within the court premises any arm as defined in sub-clause (c) of sub-section (1) of section (2) of the Arms Act, 1959, except by authority in writing of the Chief Justice.]

Explanation I :- The expression 'Security force' shall include such member of the Police Force, P.A.C. or any other like force as may be placed at the disposal of the Court for purposes of security and for maintenance of law and order within the court premises.

Explanation II :- The expression 'Court premises' shall mean all land, buildings and structures situate within its limits at Allahabad and Lucknow including buildings in the occupation of the Members of the Bar, but shall not include residential quarters, if any, of the Judges, officers and staff situated within its bounds.

<sup>3</sup>[**42. Dress for Officer, Official and Advocates' Clerks of the High Court. –** (1) Class I, II and III employees.- They shall wear buttoned up coat. Achkan or Sherwani, of black colour with black shoes. They may wear an open neck coat of the same colour instead and they shall wear a black tie with it. With the coat, trousers and with the Achkan or Sherwani, Chooridar Pajama or trousers shall be worn.

The officer of the Court in the Registry may wear aforesaid dress of any sober colour.

(2) Lady Employees. – They shall wear a regional dress of subdued colour with a black coat.

(3) Advocate's Clerk.- They shall wear buttoned up coat, Achkan or Sherwani of black colour with black shoes. With the coat, trousers and with the Achkan or Sherwani, Chooridar Pajama or trousers shall be worn.

(4) Class IV employees. – They shall wear uniform as prescribed by the Court from time to time.]

**43. Entry in Court Building.-** (1) Officers/ Officials/ Advocates/Clerks of Advocates for whom dress has been prescribed shall enter in the Court Building in the prescribed dress. The officers, officials and clerks of advocates shall also carry their identity cards issued to them from High Court Officer and the Advocates shall carry with them the identity card issued by the concerned Bar Council.

(2) Entry of all other persons into the Court Building shall be regulated by entry passes only, which shall be issued from the Protocol Section of the Court.]

Note.- The amendment shall come into force from the date of publication in the Uttar Pradesh Gazette.]

<sup>2</sup> Added by Noti. No. 168/VIII-C-2, dated 19.3.1982, published in U.P. Gazette, Part II, dated 17.4.1982 C.S. No. 213

<sup>3</sup> Ins by Correction Slip No. 223, dated January 30, 1993, published vide Notification No. 35/VIII-C-187. Admn. (G-I)

**PART II-CIVIL JURISDICTION-CHAPTERS IX TO XVI**

**CHAPTER- IX**

**APPEALS AND APPLICATIONS**

**1. General heading of application and memorandum of appeal or objection :-** (1) Every memorandum of appeal or objection and every application other than an application made in any case pending in the Court shall bear the general heading :

"In the High Court of Judicature at Allahabad".

and shall have written on it immediately below such heading the following, namely--

(a) In the case of a memorandum of appeal or objection, or application for review or revision.

The description such as, 'First Appeal'; 'Execution First Appeal', 'First Appeal From Order', 'Execution Second Appeal', 'Second Appeal From Order' 'Special Appeal' 'Civil Revision' or 'Application for Review, ' as the case may be, followed by a reference to the section and the Act or the Rule under which it is filed and below it the words 'no. of (year)' and

(b) in the case of other

The words 'Civil Miscellaneous Case no. of (year)' followed by a reference to the section and the Act or the Rule under which it is filed.

(2) Every application made in a pending case shall state the section and the Act or the Rule under which it is made. It shall bear the general heading :

"In the High Court of Judicature at Allahabad"

and shall have written on it immediately below such heading the following, namely--

Civil Miscellaneous Application .....(No. and year of the application). Under..... (state law) .....(Name of the applicant) .....  
In ..... (Nature, number and year of the pending case).

Versus

(Name of the parties of the pending case)]

(3) Every memorandum of appeal or objection and every application shall be in the language of the Court.

Every application except those mentioned in rule 12 shall set out concisely in numbered paragraph the facts upon which the applicant relies and the grounds upon which the Court is asked to grant the relief asked for and shall conclude with a prayer stating clearly, so far as circumstance permit, the exact nature of the relief sought.

(4) The appellant or the applicant, as the case may be, shall append a note duly signed by the appellant, applicant or the advocate engaged in that behalf, at the bottom of the memorandum of appeal or application stating clearly the name, parentage and address of the person arrayed as a party in the appeal or application, who did not file a written statement or objection in the trial court/court below, or who, having filed the written statement or objection, did not thereafter contest the case, or who was being arrayed only as proforma respondent or opposite party.

**2. Appeals, references and miscellaneous applications to be registered and numbered :-** (1) Appeals, references and all applications referred to in Rule 1, except those

expressly exempted, shall be separately registered and numbered immediately after they have been received.

(2) Every defective appeal or application required to be registered and numbered under sub-rule (1) shall be entered in a register of defective cases. After the defect has been removed it shall be entered in the appropriate register of regular case and numbered.

**3. Application for extension of time :-** An application for extension of time after time has been granted for depositing security or costs of translation and printing or filing an affidavit or taking any other step for the progress of a case, shall be in writing.

**4. Full description of parties :-** Every person presenting an application or arrayed as an opposite party therein shall be described with such particulars as will ensure his clear identification, such as his full name, the name of his father, his religious persuasion, his rank or degree in life, his profession, calling, occupation or trade and his true place of residence.

**5. Application to be divided into paragraphs:-** Every application containing a statement of facts shall be divided into paragraphs which shall be numbered consecutively and each paragraph shall, as nearly as may be, be confined to a distinct portion of the subject.

<sup>2</sup>**[6. Water-marked paper to be used.-** Every memorandum of appeal or objection or application shall be fairly and legibly written or type-written, lithographed or printed with quarter margin on one side only of Government water-marked paper;

Provided that the Court may, when considered necessary, permit any other paper of full scape or both sides of the paper to be used for the purpose.]

<sup>1</sup>**[7. Contents of memorandum of appeal or application for review or revision :-** (1) Every memorandum of appeal or

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<sup>2</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022, Correction Slip No. 272, published in U.P. Gazette Part-I(ka) dated 24.12.2022.

<sup>1</sup> Vide Noti. No. 301/VIII-C, dt. 03.06.2015, Correction Slip No. 253, published in Official Gazette Part-1-Ka of U.P., dated 01.08.2015.

application shall be accompanied by date/event wise synopsis of the case and shall further state-

(a) the name and address of each of appellant or applicant and whether he was plaintiff or defendant or applicant or opposite party in the Court of first instance;

(b) the name and address of each person whom it is proposed to join as respondent or opposite party and whether he was plaintiff or defendant or applicant or opposite party in the Court of first instance;

(c) The name of the Court by which, and the name of the presiding officer by whom, the decree or order objected to was made;

(d) the number and the description of the case;

(e) the date when decree or order was made;

(f) the grounds, numbered consecutively, of objection to such decree or order;

(g) the precise relief sought;

(h) the value of the suit and appeal separately for purposes of (1) jurisdiction, and (2) Court-fees; and

<sup>1</sup>[(i) The memorandum shall be signed by the appellant or the applicant as the case may be, or on his behalf, by an advocate on the roll of the Court].

Where the particulars indicated above are not available at the time of filing of the appeal, they may be supplied as soon as available but before the hearing of the appeal by the Bench.

<sup>2</sup>[(j) In case of appeal arising from any order, decree or award, the details of appeal if any, filed earlier by any party to the order, decree or award, shall also be mentioned.]

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<sup>1</sup> Ibid

<sup>2</sup> Ibid

**8. Documents to accompany memorandum of appeal or revision application :-** Every memorandum of appeal or application for revision shall be accompanied by-

- (a) a copy of the decree or formal order against which the appeal or application is directed;
- (b) a copy of the judgment upon which such decree or formal order is founded;
- (c) a copy of the judgment of the Court of first instance where the appeal or application is directed against an appellate or a revisional decree or order;
- (d) in the case of an appeal under Section 6-A, Court Fees Act, one extra copy of each of the plaint, the order appealed against and the memorandum of appeal; and where the appeal is against an order directing payment of Court-fee on a written statement, one copy also of the written statement. Such copies shall be certified to be true either by the appellant or his counsel or recognised agent;
- (e) in the case of a memorandum of appeal which is filed after the expiry of the period of limitation, an application supported by an affidavit for extension of the period of limitation under Section 5 of the Limitation Act, 1963;
- (f) in the case of an appeal from an order under Rule 1 of Order XLIII of the Code or revision from an interlocutory order, copies of all other papers upon which the appellant or the applicant, as the case may be, relies;
- (g) in the case of a first appeal from order, where such an appeal is to be heard by a Bench of two Judges, an extra copy of the order appealed against duly certified to be correct by the appellant or his counsel, as the case may be:

Provided that the Judge may, for sufficient cause shown, dispense with a copy of the formal order under clause (a) or a

copy of the judgment under clause (b) or (c) or any paper under clause (f) or an extra copy of the order under clause (g).

No copy of any paper under clause (f) shall, however, be dispensed with unless the Court thinks that such copy is not required for the consideration of the motion for admission of the appeal or revision, as the case may be :

Provided secondly that the Court may for sufficient reasons, accept memorandum of appeal without a copy of the decree appealed from, if the counsel for the appellant certifies that the copy has been applied for, within the period of limitation and has not been issued, subject to the copy being filed, subsequently within the time granted by the Court :

Provided thirdly that where a copy of the Judgment of the Court of first instance referred to in clause (c) or any copy or copies of the papers referred to in clause (f) cannot be filed along with the memorandum of appeal or application for revision as the case may be, the Court may, on the presentation of an application accompanied by an affidavit, for sufficient cause shown, allow such further time for the filing thereof, as it may think fit :

Provided fourthly that where the affidavit is not filed with the application referred to in clause (e), it may be filed within three months of the date of the filing of the appeal.

**9. Certain grounds in memorandum of appeal to be certified:-** If one of the grounds of appeal be that there is no evidence or admission on the record to support the decree, the fact shall be mentioned in the memorandum which there is no evidence or admission on the record.

Such ground shall not be allowed to be urged unless the Advocate for the appellant has certified under his hand before the hearing of the appeal that he has examined the record and that the ground is well founded.

**10. Special Appeal :-** (i) A person desiring to prefer a Special Appeal from the judgment of one Judge passed in the exercise of original jurisdiction shall present a duly stamped memorandum of appeal accompanied by a copy of the judgment appealed from within thirty days from the date of the

judgment. The time requisite for obtaining the copy shall be excluded in computing the said period of thirty days.

(ii) Where a Special Appeal is presented after the expiry of the period mentioned in clause (i), the memorandum of appeal shall be accompanied by an affidavit explaining the cause of delay and it shall be rejected unless the appellant satisfies the Court that he had sufficient cause for not preferring the appeal within the aforesaid time.

(iii) the memorandum of appeal shall be drawn up so far as may be in accordance with Rules 1, 6 and 7 of this Chapter.

<sup>1</sup>(iv)-The memorandum of appeal shall be accompanied by an affidavit of service stating that on the date specified a copy of the memorandum and the summons has been served on the counsel who had in the Court of Single Judge appeared for the respondents; and also stating that a copy and the summons has on the date specified, been sent by registered acknowledgment due post to each of the respondents at his registered address (except those who were represented by the Standing Counsel of the Union of India or of the State Government and also those who were unrepresented by counsel). The summons served on the respondents of the counsel shall be in Form No. 18-A.

<sup>2</sup>(iv) (b) \*\*\*]Deleted

(v) If the appellant desires to file an application for interim orders he shall alongwith the application file an affidavit of service of a copy of the application on the counsel who appeared for the opposite parties in the Court of the Single Judge and stating that the date and time of the filing of the application has been intimated to him and also stating that a copy has, on the date specified therein, been sent by registered acknowledgment due post to each of the respondents (except those represented by the Standing Council of the Union of India or of the State Government and except those who were unrepresented by counsel).

<sup>1</sup> Re-numbered vide Notification No.115/VIIIc-2 dated 14<sup>th</sup> May , 2007, Correction Slip No. 237, published in U.P. Gazette Part- 2 dated 26<sup>th</sup> May, 2007.

<sup>2</sup> Omitted by Notification No. 166/VIIIc, dated 18.04.2014, Correction Slip No. 250, Published in Official Gazette part-1-Ka of U.P., dated 26.04.2014. A corrigendum of the said notification was also published in U.P. Gazette part-1-Ka, dated 26.07.2014.



(vi) The date to be entered in the summons of the appeal for appearance shall be the working day next after the expiry of six weeks of the date of filing of the appeal.

(vii) The copy of the memorandum of appeal or application, the summons and the requisite registered postage for service on unrepresented respondents or opposite parties, as the case may be, shall be filed along with the appeal.

(viii) In case more than one counsel had appeared for the same party, the copy shall be served on the junior of them.

(ix) The counsel who appeared for the respondent before the Single Judge, shall not refuse to accept the copy under sub-rules (iv) and (v).

(x) Service of the copy on the counsel or his registered clerk under sub-rules (iv) and (v) shall deem sufficient notice.

(xi) "Copy" means and include all accompaniments or annexures of the memorandum of appeal or application.

(xii) The appeal shall be listed for hearing on the working day immediately after the expiry of six weeks of the institution, unless the Bench directs otherwise :

Provided that where an application for an interim relief is filed the Bench may, after hearing the Counsel, dismiss the appeal itself or dispose of the application.

Note:- Where the application is filed subsequent to the filing of the appeal, it shall unless the Bench otherwise directs, be put up with the appeal for orders.

(xiii) Defective appeals (e.g. deficiently stamped or barred by time or those accompanied by an application for leave to appeal as pauper etc.) shall be listed for orders within a week of their institution.

(xiv) the Bench may in any case direct that the summons of the appeal or application be served afresh on the respondents or any of them.

(xv) The Bench shall pass final orders on the application for interim orders.

(xvi) If the respondent to an application for interim orders has not been heard when orders were passed under sub-rule (xv), he shall be at liberty to make an application for the vacation or modification of the interim order.

(xvii) Service of the copy on the counsel shall be effected by tendering it to him or to his registered clerk and obtaining on the original memorandum of appeal or the application an endorsement in that regard, and in case of refusal, by sending it to the counsel by registered acknowledgment due post.

**11. Memorandum of appeal or objection or application to be accompanied by copies thereof :-** (1) Every memorandum of appeal or objection and every application shall be accompanied by as many typed copies thereof as there may be parties to be served, together with -

- (i) two extra copies in a Division Bench case, 17 [to be supplied at once,] and
- (ii) one extra copy in every other case :

Provided that it shall not be necessary to supply copies for service on the parties until the Court has ordered notice to issue.

It shall be deemed to be sufficient compliance with this Rule if the person presenting the memorandum of application gives a written undertaking to supply the necessary copies within four days of its admission. Such copies shall be certified to be correct by the party supplying them or his Advocate :

Provided further that in every Division Bench case an extra copy of all the documents (including judgments or orders appealed against) duly certified to be correct by the appellant or his counsel, as the case may be, shall also be filed for the use of the Court along with the memorandum of appeal, objection or application. It shall not, however, be necessary to supply an extra copy of the decree or formal order.

(2) If the requisite copies are not supplied within such time or within such further time as may, for sufficient cause shown,

be allowed by the Registrar General, the memorandum or application shall be listed for rejection before the Court.

(3) No order shall issue from the Court on such memorandum or application until the required copies have been supplied.

[11. (4) The copies shall be fairly and legibly written or type written, lithographed or printed with quarter margin on one side of durable paper;

Provided that the Court may, when considered necessary, permit any other paper of full scape or both sides of the paper to be used for the purpose.]<sup>1</sup>

**12. Affidavit to accompany certain application:-** (1) The following application shall set out the prayer stating clearly the exact nature of the relief sought and shall be supported by an affidavit setting out in the form of a narrative the material facts and circumstances, including names and dates, where necessary on which the applicant relies-

(i) an application for review made on the ground of the discovery of new and important matter or evidence or any other sufficient reason;

(ii) an application for stay of execution or proceedings;

(iii) an application for the vacating of an order for stay;

(iv) an application for security, including an application under Rule 6 or 10, of Order XLI of the Code;

(v) an application for attachment before judgment or injunction or any other application under Order XXXVII or XXXIX of the Code;

(vi) an application for the appointment or discharge of a receiver;

(vii) an application for the re-admission or restoration of an appeal or application dismissed for default of appearance or for

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<sup>1</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

want of prosecution or for the setting aside of an ex parte decree;

(viii) an application for substitution of parties including an application under Rule 3 (1) or 4 (1) of Order XXII of the Code or for a note to be made on the record that the legal representative of a deceased party is already on the record or that a party has died without leaving any legal representative;

(ix) an application for the appointment, or removal of a guardian ad litem or next friend;

(x) an application under Rules 12, 13, 14 or 15 of Order XXXII of the Code;

(xi) an application for transfer of case including an application under Section 22 of the Code :

Provided that it shall be obligatory to annex to the application for transfer of a case a copy of the order passed by the District Judge, if any;

(xii) an application praying that a person be punished for contempt of court;

(xiii) an application by way of complaint against a legal practitioner;

(xiv) an application under Section 5 of the Limitation Act, 1963;

(xv) an application for the setting aside of an abatement;

(xvi) any application which is required by these Rules or by any other law to be supported by an affidavit; and

(xvii) any other application in support of which the Court may require an affidavit to be filed.

(2) The Court or the Registrar General may call for an affidavit in any other matter coming up before it or him.

**13. Affidavit in reply :-** Any person opposing the grant of an application or showing cause against a rule may bring before the Court any facts not contained in the application of

the other party, by an affidavit, containing in the form of a narrative the material facts on which he relies.

**14. Contents of review application** :- An application for review on the ground of the discovery of new and important matter or evidence shall state in clear terms what such new or important matter or evidences, the affect or purpose thereof, how the same after the exercise of due diligence was not within the applicant's knowledge or could not be produced by him at the time when the decree was passed or order made and how and when he came to know of it or became able to produce it and the affidavit accompanying it shall be made by the applicant himself.

**15. Contents of application for stay** :- An application for stay of execution of, or proceedings under, a decree or order shall contain such of the following particulars as may be material to such application, namely-

- (a) the date of the decree or order;
- (b) the particulars and nature of the suit to which the proceedings relate and the Court to which the stay order is to be communicated;
- (c) the date of the order for sale, if any;
- (d) the date fixed for sale, if any;
- (e) the grounds upon which stay is sought; and
- (f) where stay is sought under Rule 5 (1) or Order XLI of the Code, the facts necessary to satisfy the Court as to the matters mentioned in sub-rule (3) of that Rule.

**16. Advocate's certificate as to sufficiency of court-fee:-** Where an application for stay of execution of, or proceedings under, a decree is presented through an Advocate before the admission of the appeal in which the application is made, it shall also bear a certificate of such Advocate stating that to the best of his knowledge and belief the full court-fee payable on the memorandum of appeal has been paid.

**17. Contents of application for re-admission or the setting aside of an ex parte decree :-** (1) An application for the re-admission of an appeal or application dismissed for default of appearance, shall state the circumstances in which such default was made, and whether or not the party concerned had, previous to such dismissal engaged an Advocate to conduct such appeal or application.

Where an advocate had been so engaged, the application shall further state the name of such Advocate, the date when he was engaged, the amount of fee agreed to be paid and whether the full fee had been paid to him before the date of such dismissal. And the affidavit in support of these facts shall, if possible, be based on the personal knowledge of the deponent and not merely on his information and belief.

(2) The provisions contained in sub-rule (1) shall with necessary adaptations and modifications apply to an application for the setting aside of an ex parte decree or order.

**18. Contents of application for substitution :-** (1) An application to bring on record the legal representatives of a deceased party shall state the precise date of the death of the party concerned.

**19. Contents of application for appointment of guardian or next friend:-** (1) An application for the appointment of a guardian ad litem or next friend of a minor shall state -

- (a) whether or not the minor has a guardian appointed under the Guardian and Wards Act, 1890, and if so, his name and address;
- (b) the name and address of the father or other natural guardian of the minor;
- (c) the name and address of the person in whose care the minor is living;
- (d) how the person sought to be appointed guardian or next friend is related to the minor;
- (e) that the person sought be appointed guardian or next friend has no interest in the matters in

controversy in the case adverse to that of the minor and that he is a fit person to be so appointed;

(f) whether the minor is less than ten years of age.

(2) The provisions contained in sub-rule (1) shall apply mutatis mutandis to an affidavit accompanying an application for appointment of a guardian ad litem or next friend of a person of unsound mind.

**20. Prayer for an order of interlocutory nature :-** A paper for stay of execution or proceedings or for the vacating of an order staying execution or proceedings or for admitting additional evidence or for any other order of an interlocutory nature shall not be contained in the memorandum of appeal or the application for revision to which it relates but shall be made by a separate application.

**21. Defective application or memorandum of appeal or objection may not be received :-** (1) No application or memorandum of appeal or objection shall be received if it is not in the proper form or is not accompanied by the necessary documents :

Provided that the Judge or the Registrar General, as the case may be, before whom such application or memorandum is presented, may receive it and for sufficient cause shown, grant such time as he may consider proper for supplying such documents or removing such defects, and

Provided further that nothing done under the first proviso shall have the effect of extending the period of limitation in the case of memorandum of appeal where the copy of the judgment or decree or formal order is not filed within the prescribed time.

(2) The required documents are not supplied or the defects are not removed within the time allowed by the Judge or the Registrar General, as the case may be, the application or memorandum of appeal shall be listed for rejection before the Court.

**22. Certain copies not to be returned :-** No copy of a judgment, decree or formal order accompanying a

memorandum of appeal or an application for revision, shall be returned unless such memorandum or application itself is ordered to be returned.

## CHAPTER X

### **APPEAL OR APPLICATION BY OR AGAINST LEGAL REPRESENTATIVE, ASSIGNEE, ETC.**

**1. Appeal by legal representative, assignee, etc. :-** Where by a decree or order which is applicable to the Court the interest of-

- (a) a legal representative as such of a deceased party to such decree or order, or
- (b) an assignee of a party to such decree or order by assignment subsequent to the date of the decree or order, or
- (c) a beneficiary in such property as was at the date of such decree or order vested in, or in the possession of, a trustee, executor or administrator or a receiver or manager appointed by a Court, who as such was a party to such decree or order, or
- (d) a person whose interest arose after the date of such decree or order by reason of any creation or devolution of interest by, through, or from any party to such decree or order,

is affected, and such legal representative, assignee, beneficiary or person desires to appeal therefrom, he may name himself in the memorandum of appeal as an appellant.

He shall also present along with such memorandum of appeal an application, accompanied by an affidavit, for leave to make himself an appellant, stating in the application such facts as may be necessary to support it :

Provided that no such application shall be required if such legal representative, assignee, beneficiary or person, has already been made a party to any proceeding under the decree or order appealed from subsequent to the date on which it was



passed. In such case a note to that effect shall be made in the memorandum of appeal.

**2. Appeal against legal representative of deceased party:-** Where a person has died after the date of an appealable decree or order to which he was a party, any other party to the decree or order who wishes to appeal therefrom may enter the name of the legal representative of the person who has died, in the memorandum of appeal as a respondent if that person would, if alive, have been a necessary or proper party to appeal. The appellant shall also present along with his memorandum of appeal an application for leave to make such legal representative a respondent to the appeal. The application shall state such facts as may be necessary to support it and shall be accompanied by an affidavit :

Provided that no such application shall be required if such legal representative has already been made a party to any proceeding under the decree or order subsequent to the date on which it was passed. In such case a note to that effect shall be made in the memorandum of appeal.

**3. Appointment of legal representative or deceased party after the filing of appeal :-** Where after a memorandum of appeal has been presented to the Court, any appellant or any party interested in the maintenance of an objection filed under Rule 22 of Order XLI of the Code, is informed that any person who is arrayed as a party in such appeal or objection had died before the memorandum of appeal was presented but after the decree or order appealed from was passed, he may, subject to the law of limitation, make an application for an order that the memorandum of appeal be amended by substituting for the person who is dead, his legal representative. The application shall state such facts as may be necessary to support it and shall be accompanied by an affidavit.

**4. Death of party after hearing but before Judgment :-** For the purposes of Rules 1, 2 and 3 a person who died after the conclusion of the hearing but before the pronouncement of the judgment or order appealed from shall be deemed to have died after the date of the decree or order.

**5. Time may be allowed for filing affidavit :-** Where an application is presented under Rules 1, 2 or 3 without an affidavit, the Court may allow reasonable time for the

presentation of such affidavit if it is satisfied that the applicant could not by the exercise of due diligence have procured it in time for presentation along with the application.

**6. Substitution to operate in respect of all future proceedings in the case:-** Where the legal representative of a deceased party has been brought on the record on an application under Rules 1, 2 or 3 such substitution shall operate in respect of all future proceedings in the case.

**7. Special Appeals and applications for review and revision :-** Rules 1 to 6 shall, with necessary modifications and adaptations, also apply to special Appeals and applications for review and revision.

## CHAPTER XI

### PRESENTATION OF APPEALS AND APPLICATIONS

**1. Presentation of appeals and applications :-** Every memorandum of appeal or objections under Rule 22 or 26 of Order XLI of the Code and every application shall be presented for admission in Court.

This Rule shall not apply to appeals and applications that may under these Rules be filed before the Registrar General or other officer.

**2. Application Judges to be notified each day :-** The Judge or Judges before whom appeals, objections or applications may be presented and motions made in different classes of cases, shall be notified for each day by the office in accordance with the directions of the Chief Justice.

**3. Office report :-** No memorandum of appeal or objections under Rule 22 or 26 of Order XLI of the Code and no application for revision shall be presented unless it bears an office report specifying--

- (a) in the case of memorandum of appeal or objections, or an application for revision, that it is within time or, if beyond time, the period by which it is beyond time;

- (b) whether the case is or is not such as may be heard by a Judge sitting alone;
- (c) whether it is accompanied by the necessary papers, if any;
- (d) whether any court-fee is payable or not;
- (e) where court-fee is payable, whether the court-fee paid is sufficient and in case it is deficient, the extent of such deficiency; and
- (f) whether it is drawn up in accordance with these Rules, or other law and, if not, in what manner it is defective.

Where a report under clause (e) cannot be made without an examination of the record, the office shall state that a further report would be made on receipt of the record.

**4. Objection as to court-fee to be decided by Taxing Officer :-** If the appellant or the applicant, as the case may be, or his Advocate contests the office report as to court-fee, he shall, before presenting the application or memorandum of appeal or objections, take it to the Taxing Officer for the determination of his objection and the Taxing Officer shall determine it forthwith.

If the Taxing Officer decides that there is a deficiency in the amount of court-fee paid, the appellant or the applicant as the case may be, shall make good such deficiency before presenting the memorandum or application in Court :

Provided that if limitation is about to expire and the time is too short to enable the appellant to make good such deficiency, he may present the memorandum of appeal or application in Court and make good such deficiency within such time as may be allowed by the Court.

If the Taxing Officer is unable to decide such objection forthwith and the limitation is about to expire, the appellant or the applicant, as the case may be, may obtain from him an endorsement to that effect and may thereafter present such memorandum or application in Court.

**5. Final report as to court-fees in First Appeal :-** In every first Appeal the record shall be examined by the office as soon as may be after it has been received and a final report made as to the sufficiency of court-fees.

**6. Procedure in case of insufficiently stamped documents :-** (1) whenever on an examination of the record under the last preceding Rule, or otherwise, the Stamp Reporter or any other officer appointed in this behalf, finds that a document has been filed without being properly stamped, he shall make a report to that effect indicating the precise amount of deficiency and such report shall be shown to the Advocate of the party concerned.

(2) Such Advocate shall at once initial the report and note thereon whether or not he contests the accuracy thereof. If he contests it, he shall within three weeks or such further time as the Taxing Officer may allow, file his grounds of objection. If no such note is made or no such objection is filed within time, he shall be deemed to have accepted the report.

(3) Where the deficiency relates to a document received in Court, the Taxing Officer shall decide such objection.

(4) Where the deficiency relates to a document received in a lower Court, the report together with the objection shall after notice to the Standing Counsel be laid before the Court for orders.

**7. Defective application or memorandum of appeal or objection :-** If the Bench before which a motion is made for the admission of an application or a memorandum of appeal or objections finds that the application or the memorandum of appeal or objections as the case may be or the affidavit or other paper accompanying it, is not in order, or that such application or memorandum of appeal or objections is not accompanied by the necessary papers, the Bench may either return it or may, subject to the provisions of these Rules or any other law, receive it, granting time for the removal of the defect. A motion for its admission may be made again after the removal of such defect :

Provided that nothing contained in this Rule shall have the effect of extending the period of limitation.

**8. Effect of non-removal of defect :-** Every defective application or memorandum of appeal or objections received under the last preceding Rule shall be listed before the Court for order, immediately after the defect has been removed, and where the defect has not been removed within the time allowed by the Court, immediately after the expiry of such time. In the latter event it shall be reject unless the Court on a written application for sufficient cause shown decides to grant further time.

**9. Hearing under Order XLI, Rule 11 of the Code :-** If the Bench before which a motion is made for the admission of an application or memorandum of appeal or objections finds that it is accompanied by the necessary papers, if any, and is otherwise in order and has been presented within time, it shall -

(a) in the case of a First Appeal (other than Execution First Appeal) or a memorandum of objections make on order admitting it and directing notice to be issued;

(b) in the case of any appeal admit it and after admitting it -

(i) if it deems fit, hear it the same day under Rule 11 of Order XLI of the Code and if it is not dismissed under that rule, direct that notice be issued; or

(ii) direct that the appeal be put up for hearing under Rule 11 of Order XLI of the Code on a future date;

(c) in the case of an application, pass such order as may be considered proper :

Provided that nothing contained in this rule shall-

(i) preclude such Bench from hearing any First Appeal, if consented to by the appellant, under Rule 11 of Order XLI of the Code the same day or directing that it be put up for hearing under that rule on some future date; or

(ii) require such Bench to direct notice of an application or memorandum of objections to be issued where notice of such application or memorandum of objections has already been served on the other party or his Advocate.

**Admission of appeal :-** Filing of appeal before the Registrar does not amount to admission. Under Rule 9 Registrar cannot admit appeal. The order for admission is passed by the Court. [Shanti Swarup v. Radhaswami Satsang Sabha, Agra, AIR 1969 All 248.]

**Limitation of cross-objection :-** Where the cross-objection was filed after the date of admission of the appeal by the Court and the objection of the appellant, on the conception that the appeal was admitted by the Registrar soon after it was filed was that the cross-objection was beyond time, it was held that the cross-objection was filed within time in relation to the date of admission of the appeal. [Shanti Swarup v. Radhaswami Satsang Sabha, Agra, AIR 1969 All 248.]

**10. Application for extension of time :-**If the Bench finds that a memorandum of appeal or objection or an application for revision presented beyond time is otherwise in order and is accompanied by the necessary papers, if any, as well as application for extension of time supported by an affidavit, it shall take such application into consideration. If the application is rejected the memorandum [or an application for revision] shall also be rejected, but, if notice of application is directed to be issued the memorandum shall be put up for orders along with the application for extension of time in due course.

**11. When memorandum of appeal may be presented to the Registrar General:-**(1) On any working day on which Judges are not sitting a memorandum of appeal or objections or an application for revision or review may be presented before the Registrar General during Court hours. On the last day of limitation the Registrar General may receive a memorandum of appeal or objections or an application for revision or review or view even after Court hours where the appellant or applicant was unable to present it in Court :

Provided that the Registrar General may not receive memorandum or application if it is not in order.

(2) The Registrar General shall direct that the memorandum of appeal or objections or the application for review received under sub-rule (1) be put up for order on the next working day before the Court or before himself if he be authorised to deal with it.

**12. Presentation of appeals on the re-opening day after Vacation:-** (1) Notwithstanding anything contained in this Chapter every memorandum of appeal or objections under Rule 22 or 26 of Order XLI of the Code or an application for revision may be presented before the Registrar General and not in Court on the day on which the Court reopens after the vacation or on any other day if so directed by the Chief Justice. The office shall thereupon submit a report as provided in Rule 3 as early as possible and on receipt of such report the Registrar General shall direct that all memoranda of appeal or objection or applications for revision which are not reported to be defective in any way shall be registered and numbered.

In the case of appeals and objections mentioned in clause (a) of Rule 9 after they have been registered and numbered, he shall direct notice to be issued except that no notice shall be necessary in the case of a cross-objection a copy whereof has already been served on the appellant or his Advocate.

In the case of other appeals after they have been registered and numbered he shall order that they be put up for hearing under Rule 11 of Order XLI of the Code. They shall thereafter be listed as early as may be before the Court for such hearing.

In the case of applications for revision after they have been registered and numbered he shall order that they be put up as early as may be before the Court for orders.

(2) If it is desired that a copy of any judgment or formal order required to be filed along with a memorandum of appeal presented under this Rule be dispensed with, a note to that effect shall be made on the memorandum. If no such note is made, a subsequent request for that purpose shall not be entertained. Where such note has been made the Registrar General shall pass suitable orders.

If such copy is not dispensed with a period between the day on which the appeal was presented and the day on which the order is made shall not be excluded in computing the period of limitation for the appeal, but if the copy is dispensed with the appeal shall be deemed to have been duly presented on the day on which it was filed.

**13. Defective memorandum of appeals or objections filed under Rule 12 :-** (1) If any defect in the memorandum of appeal or objection or an application for revision is pointed out in the office report, the Deputy Registrar shall immediately cause a notice of the defect to be served on the Advocate of the appellant or objector, or applicant as the case may be, requiring him to remove the defect or to file an objection within seven days of receipt of notice.

(2) The objection, if any, filed under sub-rule (1) shall, along with the report, be listed immediately for orders before the Registrar General. If the Registrar General allows the objection, he shall proceed to deal with such appeal or objection or application as if it had been reported to be in order, and if he rejects it, the defect shall be removed within seven days from the day of the rejection.

(3) If the defect is not removed within the time specified in sub-rule 1 & 2 or such further time as may be followed by the Registrar General memorandum or application shall be listed for rejection before the Court and shall be rejected unless the Court for a sufficient cause supported by an affidavit grants further time for its removal. On expiry of the further time without the defect removed, the Court shall reject the memorandum :

Provided that no order passed under the provisions of this rule shall be deemed to extend the period of limitation.

## CHAPTER XII

### **SERVICE OF NOTICE AND SUMMONING OF RECORD**

**1. Issue of notice and requisition for record :-** Where an order has been made directing notice of an appeal, revision or reference to issue the office shall take immediate steps to cause notice thereof to be served on such persons as are indicated in Rule 9 and shall also give notice thereof to the Court from whose decree or order the appeal or revision has been presented or by which the reference has been made. The office shall, if not directed otherwise, also send a requisition to such Court asking it to transmit within ten days of the receipt of such requisition all material papers in the case or, if so directed, a part thereof, unless such record has already been received :



Provided that in second appeal an appeal from an order or revision papers need not be summoned unless directed otherwise or until the case is likely to be listed before the Court for hearing:

Provided further that in an appeal from order or revision directed against an interlocutory order, the record shall not be summoned unless the Court directs otherwise. In such cases, the parties may file an affidavit annexing to it copies of documents and/or evidence on which they wish to rely at the hearing.

A notice of the receipt of the record in every case, except a First Appeal to which Rule 7, Chapter XIII of these rules applies, shall be exhibited on the notice board as soon after its receipt as possible :

Provided further that in case any ad interim stay order has been passed by the Court on an application such stay order shall be attached with the notice to the opposite party.

2. When record not to be requisitioned at once :- When a record or a portion thereof is required from a subordinate Court in appeal or revision from an interlocutory order while proceedings in the case are pending in the Court, it shall not be sent for at once and only information of the fact that all material papers in the case would be sent for when actually required shall be sent, and that Court shall submit the papers immediately on receipt of intimation that the appeal or revision is ready for hearing :

Provided that the papers shall not be summoned unless specially directed by the Court :

Provided further that when a record or a portion thereof has been summoned at the special request of a party or otherwise during the pendency of such appeal or revision for disposing of any interlocutory matter, it shall be sent back to the Court concerned as soon as possible and recalled only when the appeal or revision is ready for hearing.

A case shall not ordinarily be listed for hearing before the expiry of two weeks after the receipt of the record under this or the next preceding Rule.

**3. No notice to issue unless requisite process-fee or cost is paid and notices supplied :-** Notwithstanding anything contained in the foregoing Rules no notice shall be issued in a case in which process fee or cost of issuing notice is payable, unless the requisite process-fee or cost has been paid and notice in duplicate in the prescribed form, duly filled in, have been supplied for service, within ten days from the date on which the order for the issue of notice is made, or unless such fee or cost has been paid and such notices have been supplied under the next following Rule and the Court has condoned the delay.

**4. Effect of non-payment of process-fee or cost or supply of notices within time :-** If the requisite process-fee or cost of issuing notice is not paid or the requisite notices are not supplied within the time prescribed in Rule 3 the case shall be listed for dismissal and shall be dismissed as against the persons who have not been served on account of the default unless on the case being called an application signed by the party or his Advocate or brief-holder together with the requisite process fee cost or notices, as the case may be, is presented to the Court or an application similarly signed discharging from the case the persons not served on account of the said default or withdrawing it as against them and the Court deems fit to grant it :

Provided that in such cases in which the Court has granted interim stay or injunction and the applicant fails to take necessary steps for service of notice, the office shall list the stay or injunction matter along with the default report before the Court immediately on expiry of ten days from the last date by which such steps ought to have been taken by the party concerned :

Provided further that the power to condone the delay in supplying the requisite process-fee or the notices etc. or to grant extension of time be delegated by the Chief Justice to the Registrar General /Registrar/Joint Registrar. Where, in the opinion of the Registrar General / Registrar /Joint Registrar, no case has been made out for condoning the delay, he shall direct the case to be listed for orders before the court.

**5. No party entitled to summon record without payment of requisite cost.-** Except as provided in Rules 1 and 2 no record shall be summoned from another Court at the

instance of a party unless the cost of summoning such record, if any, has been previously paid by such party.

**6. Objection as to the amount of process-fee etc. to be decided by the Registrar General:-** Where objection is taken as to the correctness of the amount or process-fee or cost of issuing notice or summoning a record demanded by the office, the Advocate concerned or his clerk shall immediately bring the matter to the notice of the Registrar General who shall decide such objection forthwith.

**7. Contents of notice.-** The notice of an interlocutory application or an application for review shall be to appear and show cause why the application be not granted and the notice of an appeal, reference or other application shall be to appear and answer such appeal, reference or application. The date for appearance shall be fixed with due regard to the current business of the Court, the place of residence of the person to be served, the time required for service and the time necessary for entering appearance after service of notice has been effected.

**8. Particulars to be noted in the notice by party :-** All the required particulars except the date fixed for appearance and the date of issue of notice shall be legibly entered in every notice by the party concerned before it is supplied to the office. Where there is a registered address such address alone shall be entered followed by the letters 'R.A.' in red ink or red chalk. Where no such address exists, the fact shall be clearly indicated in the notice.

**9. Persons to whom notice shall go :-** Unless otherwise ordered by the Court or the Registrar General-

(a) notice of an appeal shall be issued to all respondents and proposed respondents;

(b) notice of an application in revision shall be issued to all opposite parties or proposed opposite parties;

(c) notice of a reference shall be issued to all parties to the case;

(d) notice of an interlocutory application shall be issued to all opposite parties, provided that no notice of such application shall be issued to a person who has not filed a registered address and who is not represented in this Court by an Advocate;

(e) notice of an application for appointment of a guardian shall also be issued to-

(i) the proposed guardian,

(ii) the minor, if he is not less than ten years of age, and

(iii) the natural guardian of the minor;

(f) notice of an application for the removal of a guardian shall also be issued to-

(i) the guardian sought to be removed,

(ii) the proposed guardian, and

(iii) the minor, if he is not less than ten years of age; and

(iv) the natural guardian of the minor, if any;

(g) notice of an application for the transfer of a case shall be issued to all parties to the proceeding sought to be transferred, other than the applicant;

(h) no notice of any proceeding relating to a Supreme Court appeal shall be issued to any person who is not proposed to be made a respondent to such appeal;

(i) no notice of an application for stay of execution shall be issued to any judgment-debtor; and

(j) no notice of an application for injunction shall be issued to any person other than the person sought to be restrained.

**10. Service of notice :-** The provisions of Order V of the Code shall apply to the service of notice in all proceedings in this Court :

Provided that--

- (a) where a party is represented by an Advocate notice of any proceeding in the case shall unless order otherwise be served on such Advocate;
- (b) notice to a person residing in a Presidency town or notice of an interlocutory application may be sent by registered post; and
- (c) where the Registrar General or the Court directs that a notice be served in a particular manner it shall be served in such manner.

**11. Application for summoning record, register or document :-** Any party desiring to summon a record, register or document from a Court or office shall make an application to the Registrar General for that purpose. Such application shall--

- (a) be signed by the party or his Advocate;
- (b) be accompanied by a statement signed by the Advocate stating;
  - (i) that such record, register or document was before the lower Court and that in his opinion the summoning thereof is necessary for supporting or opposing the case or other proceeding in which the application is made, or
  - (ii) that the record, register or document was not before the lower Court and giving reasons why it is necessary to summon it; and
- (c) contain all such particulars as may be necessary to enable such record, register or document to be summoned, including--

- (i) the name of the Court or the office from where the record, register, document is to be summoned,
- (ii) the description of such record, register or document,
- (iii) in the case of a register or document, the language in which such register or document is written and the date and the year, if any, which it bears.
- (iv) in the case of a register or document, forming part of any record, the date on which such register or document was filed and description of such record including the date of decision, if any; and
- (v) where the record desired to be summoned is the record of a decided case, the date when the case was decided;

Provided that the Registrar General, if otherwise satisfied that the summoning of record, register or document is necessary, may dispense with the statement mentioned in Clause (b) or, if not satisfied by such, statement that a record, register or document is relevant or material, may before summoning it, require an affidavit stating clearly how it is relevant or material : and

Provided further that the Court may at any stage of the proceeding, if satisfied that the summoning of a record, register or document is necessary, dispense with such application or statement.

**12. Deposit of cost for summoning record, register or document :-** No requisition for a record, register or document ordered to be summoned at the expense, of a party shall be issued by the office unless the cost of summoning it and, if the record ordered to be summoned includes registers or account books, an equivalent additional sum in respect of each such register or account-book, is deposited as cost with the Cashier. If the party at whose expense a record has been ordered to be summoned, deposits only the cost of summoning the record and does not specify in his application the registers or the

account-books to be summoned, only the record without such registers and account-books shall be sent for.

## CHAPTER XIII

### PAPER BOOK IN FIRST APPEAL

**1. Definitions :-** In this Chapter, unless the context otherwise requires--

(a) "Necessary paper" means papers mentioned in Clauses (a) to (g) or Rule 2;

(b) "First appeal" does not include an Execution First Appeal.

<sup>1</sup>[ 2. The paper-book in a First Appeal shall, unless otherwise directed by the Chief Justice, be either type-written or cyclostyled on one side of stout full scape paper with double spacing and consist of a fly-leaf, an index and copies, transliterations or translations of the following papers, namely-

- (a) Plaint;
- (b) Written statement;
- (c) Further pleadings, if any;
- (d) Statements of parties or their pleaders recorded under Rules 1 and 2 of Order X of the Code;
- (e) Judgment under appeal;
- (f) Decree under appeal;
- (g) Memorandum of appeal;
- (h) Such evidence, oral or documentary or other papers as the appellant may wish to refer to;
- (i) Memorandum of cross-objection, if any; and
- (j) Such other evidence, oral or documentary or other papers as the respondent may wish to refer to;

<sup>1</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

Provided that papers in Hindi written in Devanagri script shall not be translated;

Provided further that documents in Urdu shall be transliterated in Devanagri script.]

**3. Paper Book to be prepared out of Court :-** Paper book in a First appeal shall be prepared out of Court by the appellant and respondent in accordance with these rules except that documents which are in Hindi or Urdu need not be translated. Documents in Urdu shall be transliterated in Devanagari script. The correctness of the translation and typing of such paper book shall be certified by the Advocate of the party preparing the paper book. The appellant, unless otherwise ordered by the Court, within six months from the date when a notice is exhibited by the High Court of the receipt of record under Rule 5 and the respondent, within three months from the date when the appellant has supplied the copies of the paper book to the Court, shall supply to the Court as many copies of the paper book as there may be parties to be served together with six extra copies for the use of the Court :

Provided that if the paper book is not supplied within time, the appeal or the cross-objection, as the case may be, shall be listed before the Judge or Judges for hearing such an appeal or cross-objection and the same may be dismissed unless, on an application in writing made in this behalf, the Court for sufficient cause shown grants further time.

The Registrar General shall determine the cost of preparation of such paper books before the appeal comes up for hearing and the Court shall decide whether the whole or a portion of such cost shall be cost in the cause.

**4. Duties of Appellant and Respondent :-** (1) It shall be the duty of the appellant to include in the paper book all the evidence and papers; whether produced by him or by the respondent, to which he wishes to refer at the hearing either for the purpose of showing that the decision appealed against is erroneous or for the purpose of supporting his case.

(2) It shall be the duty of the respondent to include in his paper book all other evidence and papers, whether produced by him or by the appellant, to which he wishes to refer at the



hearing for the purpose of supporting his case or cross-objections.

**5. Notice of the Receipt after Record :-** (1) The Deputy Registrar shall, as soon as possible after the record in a First appeal has been received, exhibit a notice of its receipt in the cause list :

Provided that in the case of an appeal which may be summarily determined under Rule 24 of Chapter VIII, no such notice shall be exhibited until the time for making an application or its summary disposal has expired, or, where an application for such summary disposal has been made, until such application has been rejected.

(2) The Deputy Registrar shall keep a record of the dates on which such notice was exhibited in the cause list.

(3) The Deputy Registrar shall also cause to be exhibited on the notice board for thirty consecutive dates commencing from the date when the notice was exhibited in the cause list, a notice stating that the record has been received.

**6. Papers to be included in the Paper book to the respondent :-** The respondent shall include in his paper book the memorandum of cross-objection and all the evidence and papers upon which he relies in support of his cross-objection and which are not already included in the appeal, within 30 days of admission of the cross-objection, and where an appeal has been dismissed, he shall include all such papers as are enumerated in Rule 2.

**7. Additional Paper Book :-** Where during the hearing of the appeal the Court considers that the parties should include in their paper book any relevant documentary, oral or additional evidence, it may direct the appellant or the respondent, as the case may be, to file the additional paper book containing such documents.

**8. General instructions for preparation of Paper Book:-** The party shall be guided by the following instructions namely -

- (a) All evidence and documents not relevant to the subject-matter of the appeal and documents not proved or not forming part of record, shall be

excluded and every effort should be made to reduce the bulk of the paper book.

- (b) Duplication of documents and unnecessary repetition of headings and other formal parts of documents should be avoided.
- (c) Long series of documents, such as accounts rent rolls, inventories etc., should not be typed in full unless absolutely necessary, only short extracts or specimens only may be included.
- (d) If more appeals than one have been preferred from the same decree, the same evidence or document shall not be included in more than one paper book.
- (e) Where there has been a previous appeal to this Court arising out of the same suit, and a paper book has been filed, all papers included in such paper book shall be excluded from translation and typing in the subsequent appeal provided that sufficient number of copies of the paper book of the previous appeal is available for the use of the Judges and the parties.
- (f) The party shall at the top of the paper book describe the title of the appeal giving its serial No. name of the parties, nature of suit, name of the Court with district and the date of the decree appealed against.

**9. Contents of Paper Book :-** The papers in the paper books shall ordinarily be arranged in the following order :

- (a) Title cover as nearly as possible as mentioned below-

In the High Court of Judicature at Allahabad  
Civil Side

On Appeal from the Court of -----

District -----



- (i) Exhibited documentary evidence of the defendant on which the appellant or the respondent wishes to rely
- (j) Statement of witnesses produced on behalf of the plaintiff
- (k) Statements of witnesses produced on behalf of the defendants
- (l) Judgment
- (m) Decree
- (n) Any relevant order sheet/sheets
- (o) Miscellaneous matters such as applications moved and orders passed thereon which may be relevant.

**10. Paper Book to be printed by order of Chief Justice:-** The Chief Justice shall, from time to time, according to the circumstances of a particular case or class of cases may direct that the paper book shall be printed and the parties shall, in such cases or class of cases arrange to get the paper book printed out of the Court and the rules framed herein before shall be applicable for such paper books.

## CHAPTER XIV

### PAPER-BOOK IN CASES OTHER THAN FIRST APPEALS

**1. Paper-book to be prepared in every case :-** A paper-book shall be prepared in every case for the use of the Judge of Judges hearing it except in cases coming up for hearing under Rule 11 of Order, XLI of the Code or for summary hearing under Rule 24 of Ch. VIII or in the case of an application which is not required under these rules to be registered and numbered as a separate case or in any other case if so ordered.

Where an application which had not been registered and numbered as a separate case is listed for hearing before a Bench consisting of more than one Judge, copies of applications and affidavits supplied by the parties shall be

stitched together for the use of the Judges constituting the Bench.

**2. Contents of paper-book :-** A paper-book shall consist of -(i) a flyleaf, (ii) an index, and (iii) such copies as are indicated in the succeeding rules.

Ordinarily certified copies of judgments or orders filed by the appellant along with the memorandum of appeal shall be used for inclusion in the paper book. If any such copy is faint or not properly typed or not legibly written, it shall not be so included and a fresh neatly typed copy shall be prepared for inclusion in the paper-book.

**3. Paper-book to be type-written :-** Unless otherwise ordered, every copy included in a paper-book shall be typewritten and the paper-book shall be paged. The index shall indicate the pages of all the papers included in the paper-book together with their identification numbers as entered in the general index prepared in the Court below. Papers flagged and not included in the paper-book shall also be entered in the index along with their identification numbers.

**4. Paper book in Execution First Appeal :-** Copies to be included in the paper-book of an Execution First Appeal shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) memorandum of objections, if any, to the decree appealed from;
- (c) judgment under appeal;
- (d) application or objection disposed of by the judgment under appeal;
- (e) reply to such application or objection; and
- (f) reply to such reply, if any,

**5. Paper-book in Execution Second Appeal :-** Copies to be included in the paper-book of an Execution Second Appeal shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) memorandum of objections, if any, to the decree appealed from;
- (c) judgment under appeal;
- (d) judgment of the court of first instance;
- (e) any order under Rule 25 or 28 of Order XLI of the Code, return to such order and in the case of an order under Rule 25, any memorandum of objections to such return, if any;
- (f) application or objection disposed of by the judgment of the Court of first instance;
- (g) reply to such application or objections; and
- (h) reply to such reply, if any.

**6. Paper-book in Second Appeal :-** (1) Copies to be included in the paper-book of an appeal from an appellate decree in a case other than a case arising out of an execution matter shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) memorandum of objections, if any, to the decree appealed from;
- (c) plaint;
- (d) Written statement;
- (e) further pleadings, if any;
- (f) statements recorded under Rule 1 or 2 Order X of the Code, if any;
- (g) judgment of the Court of first instance;
- (h) judgment of the appellate Court; and

- (i) any order under Rule 25 or 28 of Order XLI of the Code, return to such order, and in the case of an order under Rule 25, memorandum of objections to such return, if any.

(2) Written statement of defendants who are not parties to the appeal and long schedules annexed to the plaint where the grounds of appeal raise no questions relating to such schedules, shall not be included in the paper-book.

**7. Paper-book in First Appeal from an order of remand:-** Copies to be included in the paper-book of a First Appeal from an order or remand shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) memorandum of objections to the order appealed from, if any;
- (c) plaint;
- (d) written statement;
- (e) further pleadings, if any;
- (f) judgment of the court of first instance; and
- (g) judgment upon which the order under appeal is founded.

**8. Paper-book in First Appeal from order :-** Copies to be included in the paper-book of a First Appeal from an order, other than an order of remand, shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) memorandum of objections to the order appealed from, if any;
- (c) application on which the order under appeal was passed;
- (d) objection to such application, if any; and

(e) judgment upon which the order under appeal is founded.

**9. Paper-book in Appeal from Appellate order :-** Copies to be included in the paper-book of an appeal from an Appellate order where such appeal is allowed by any law, shall contain copies of the following papers namely--

- (a) memorandum of appeal;
- (b) memorandum of objections to the order appealed from, if any;
- (c) application on which the order under appeal was passed;
- (d) objection to such application, if any;
- (e) judgment or order of the court of first instance;
- (f) judgment upon which the order under appeal is founded.

**10. Paper-book in Application for Revision :-** Copies to be included in the paper-book of an Application for Revision shall be of the following papers, namely--

- (a) application for revision;
- (b) judgment or order to which the application relates; and
- (c) if such judgment or order is once passed in appeal, the judgment or order of the court of first instance.

**11. Paper-book in application for Review :-** Copies to be included in the paper-book of an application for Review shall be of the following papers, namely--

- (a) application for review;
- (b) affidavit filed in support of the application, if any;
- (c) affidavit in reply, if any; and



(d) judgment or order to which the application relates.

**12. Paper-book in Special Appeal :-** (1) Copies to be included in the paper-book of a Special Appeal from a judgment in an original trial or proceeding shall be of the following papers, namely--

- (a) memorandum of appeal;
- (b) judgment appealed from;
- (c) pleadings and further pleadings, if any; and
- (d) where the proceedings had originated on an application or petition, such application or petition and the objection thereto, if any.

(2) Such copies of evidence, oral or documentary, as may be supplied by the parties after having been certified as correct by their Advocates shall also be included in the paper-book.

**13. Paper-book in cases not otherwise provided for :-** The paper-book in cases not otherwise provided for in these Rules shall be prepared under the direction of the Registrar General subject to such orders as may be passed from time to time by the Chief Justice or any other Judge or a Bench nominated by the Chief Justice in respect to of any case or class of cases.

**14. When party to provide transliteration or translation of a document :-** Where the question of construction of a document is desired to be raised by a party in an appeal from an appellate decree or order, the Advocate of the party concerned shall provide a sufficient number of copies of such document or, if so required, of a transliteration or translation thereof to enable a copy to be placed on each copy of the paper-book. Such copies shall be supplied not less than one week before the hearing of the appeal.

**15. Copies of oral or documentary evidence to be supplied by party :-** (1) Any party desiring to refer to any paper or evidence, oral or documentary, where reference to such paper or evidence is permissible, shall supply a sufficient

number of copies thereof or, if so required, of a transliteration or translation thereof, to enable a copy to be placed on each copy of the paper-book. Such copies shall be supplied not less than one week before the hearing of the case .

(2) No party shall be entitled to refer to any paper or evidence copies of which have not been supplied in accordance with sub-rule (1).

**16. When a party may supply paper-book.-** The Chief Justice or any other Judge or a Bench nominated by the Chief Justice in respect of any case or class of cases may permit a party to supply for the use of the Court and the other party copies of paper-book prepared in accordance with these Rules. In such case no paper-book shall be prepared by the office.

**17. Cost of preparing paper-book not to be charged from parties.-** No charge shall be made for the preparation of a paper-book under this Chapter by any party to a proceeding. Where copies of any document, paper or evidence or its transliteration or translation are supplied under this Chapter by any party to a proceeding, the cost thereof shall be borne by such party whatever may be the result of the case.

**18. Supply of copy of paper-book.-** A party may obtain a copy of the paper-book except of a Special Appeal prepared by the office under this chapter on payment of such cost as may be fixed by the Registrar General. No such copy shall be supplied if the application is not made or the cost is not paid, sufficiently before the date when the case is likely to come up for hearing.

#### CHAPTER XIV-A

### **SPECIAL PROVISIONS RELATING TO PROCEEDINGS IN APPEALS FROM ORDERS OF ELECTION TRIBUNAL**

**1. Preliminary :-** The provisions of this Chapter shall govern appeals under Section 116-A of the Representation of the People Act, 1951.

**2. Accompaniment of a memorandum of appeal:-** Every memorandum of appeal shall be accompanied by--

- (a) a certified copy of the order against which the appeal is directed;
- (b) a list setting out the documents on which the appellant relies and which he would include in the paper-book, together with as many typed copies of the list as there may be parties to be served;
- (c) as many typed copies of the memorandum of appeal as there may be parties to be served, together with two extra copies;
- (d) an affidavit setting out the present address of the respondent where he can be served;
- (e) tender deposit receipt for Rs. 25 issued by the Cashier of the Court, towards cost of publication of the notice;
- (f) postal envelopes bearing requisite postage stamps to enable service to be effected on the respondent or respondents by registered post acknowledgment due; and
- (g) the Government Treasury receipt as contemplated by Section 119-A of the Act.

**3. Service by post :-** Where the postal acknowledgment has been duly signed or where the envelope has been returned with the endorsement "Refused" the respondent shall be deemed to have been served.

**4. Publication of notice in newspaper in addition to postal service :-** In addition to service through post, notice of the appeal shall simultaneously be published in a newspaper selected by the Registrar General.

**5. Deposit of excess amount to cover cost of publication of notice and its refund :-** Where the cost of publication in the newspaper exceeds Rs. 25, the Registrar General shall call upon the appellant to deposit the excess amount in Court within a time to be fixed by him. On failure of the appellant to deposit such costs, the appeal shall be laid before the Court for dismissal. In case the cost of publication is

less than Rs. 25, the appellant will be entitled to a refund of the amount paid by him in excess.

**6. Supply of paper-book by appellant :-** The appellant shall, within fifteen days from the date of filing the appeal, supply to the Court as many typed copies of the paper-book as there may be parties to be served together with two extra copies for the use of the Court :

Provided that the Registrar General may, in special circumstances, extend the period of supplying the paper-book up to a fortnight on a written application made to him in this behalf.

**7. Contents of paper-book:-** The paper-book shall consist of a flyleaf and index and copies and transliterations or translations of the following papers, namely :

- (a) election petition;
- (b) written statement;
- (c) further pleadings, if any;
- (d) statements of parties or their pleaders recorded under Rules 1 and 2 of Order X of the Code;
- (e) judgment under appeal;
- (f) memorandum of appeal; and
- (g) such evidence, oral or documentary, or other papers, except ballot papers, as the appellant may wish to refer to.

**8. Supplementary paper-book by respondents:-** On the date fixed for appearance of the respondent, the respondent shall be supplied with a copy of the paper-book filed by the appellant and shall be required to intimate in writing on the next working day if he wants to file a supplementary paper-book containing such other evidence, oral or documentary, or other papers as he may wish to refer to. In case he gives this intimation, he shall file three typed copies of the supplementary paper-book within fourteen days of the intimation referred to above.

**9. Certificate of correctness of paper-book :-** The correctness of the translation and typing of the paper-book shall be certified by the party concerned or his Advocate.

**10. Taxation of cost of paper-book :-** The Registrar General shall determine the cost of preparation of a paper-book before the appeal comes up for hearing and the Court shall decide whether the whole or a portion, of the costs shall be taxed.

**11. Appellant to pay fee for summoning records :-** The fee for requisition or record shall be paid by the appellant at the time of the presentation of the appeal. The Registrar General shall send for the record at once after the appeal has been filed.

**12. Form of notice for appearance :-** Notice to appear issued to respondent shall be in Form No. 18-A.

**13. Registrar General power to direct change in preparation of paper-book :-** The Registrar General may, suo motu or on a request made in this behalf, direct any change in the preparation of the paper-book.

**14. Application of certain provisions of Rules of Court to appeals under these rules :-** Subject to the provisions of this Chapter, rules relating to First Appeal contained in Chapter IX, X, XI, XII and XIII will apply also to appeals under this Chapter.

**15. Transmission of treasury receipt to the Election Commission :-** The treasury receipt of rupees five hundred referred to in Rule 2 (g) of these rules shall, as soon as the appeal is filed, be transmitted by the Court to the Secretary to the Election Commission of India for payment of costs of appeal or refund, as the case may be, in accordance with the Court's orders.

**16. Application of these Rules to similar proceedings under the U.P. Nagar Mahapalika Adhiniyam and U.P. Zila Parishad (Election of Adhyaksha, Upadhyaksha and Settlement of Election Disputes) Rules :-** The provisions of this Chapter shall apply mutatis mutandis to appeals under Section 74 of the U.P. Nagar Mahapalika Adhiniyam, 1959 and

under Rule 49 of the U.P. Zila Parishad (Election of Adhyaksha, Upadhyaksha and Settlement of Election Deputes) Rules, 1963, except that Rule 15 shall not apply to such appeals.

## CHAPTER XV

### ORIGINAL AND EXTRAORDINARY ORIGINAL CIVIL JURISDICTION

**1. Institution of suit :-** (1) Every suit shall be instituted by presentation to the Judge appointed to receive applications, of a plaint bearing an office report as to sufficiency of court-fee, limitation, jurisdiction and any other matter upon which a report may be necessary.

(2) The provisions of Rule 11 of Chapter XI relating to the presentation of a memorandum of appeal or objection before the Registrar General on any working day on which Judges are not sitting or on the last day of limitation shall, with necessary modifications and adaptations, also apply to plaints presented on such day.

**2. Constitution of Bench :-** When a suit has been duly instituted it shall be registered and numbered and laid before the Chief Justice for the constitution of a Bench to hear the case.

**3. Supply of process fees, etc. :-** As soon as the Bench has been constituted the case shall be put up before it and it may direct that notice be issued to the defendant to appear and answer the claim.

Process fees for the issue of notices, summonses or other processes, cost of advertisement, if any and copies of plaints, petitions, affidavits, etc. for service on the defendant if not supplied at the time of presentation of the plaint shall be supplied by the plaintiff within ten days of the date of the order directing the issue of notice to the defendant. If this is not done, the plaint shall be listed before the Court for rejection and shall be rejected unless the Court for sufficient cause shown allows further time for supplying such process fees, cost of advertisement or copies, as the case may be.

**4. Notice:-** On the plaintiff complying with the requirements of the next preceding Rule, notice shall be issued to the defendant to appear and answer the claim on a date to be specified therein. Such notice shall also direct that if he wishes to put up a defence he shall file his written statement together with a list of all documents in his possession or power upon which he intends to rely in support of his case at least ten days before the date fixed and that in case of delay he may be liable to pay the cost of any adjournment that be necessitated thereby.

**5. Appearance by defendant :-** The defendant shall enter appearance by filing with the Registrar General a memorandum signed by him or his Advocate giving an address at which service of notice, summon or other process may be made upon him. Such address shall be within the territorial limits of the jurisdiction of the Court.

In default of appearance being entered before the date mentioned in the notice, the suit may be heard and determined in his absence.

**6. Form of pleadings and applications :-** All pleadings and applications shall be drawn up in manner provided in sub-rules (1) and (4) of Rule 1 and Rules 4, 5 and 6 of Chapter IX with such modifications and adaptations as circumstances may require. Rule 11 (1) of the same Chapter shall, with necessary modifications and adaptations as circumstances may require, also apply to such pleadings and applications.

Material corrections or alteration shall be authenticated by the initials of the person verifying the plaint or written statement or signing the application, as the case may be.

**7. Rejection of defective plaint, etc. :-** If a plaint, written statement or application is not drawn up in accordance with these rules or if it is otherwise defective or not in order, it may be rejected where time has been allowed by the Court for the removal of any defect and such defect has not been removed within such time or such further time as the Court may allow.

**8. Production of documents :-** Subject to any orders that may be passed by the court, the parties or their Advocates shall on the date fixed for the defendant's appearance, produce

all the documents in their possession on which they intend to rely.

The Registrar General or any other officer authorised by the Court may record admissions or denials on such documents.

**9. Filing of documents :-** All documents filed in the case shall be accompanied by a list signed by the party filing them or his Advocate. On every such document the Registrar General or the Bench Reader, as the case may be, shall note the date of presentation under his initials.

**10. Issues :-** It shall not be incumbent upon the Court to frame issues unless it considers that the decision of the case will be assisted thereby.

**11. Absence of parties :-** Where on any day to which the hearing of the suit is adjourned, the parties or any of them fail to appear, the Court may proceed to dispose of the suit in such manner as it thinks just.

**12. Summoning of witnesses :-** An application for the issue of summonses to witnesses may be made by a party to the suit, or by his Advocate. Summonses shall be on the printed form which shall be filled in by the applicant, the date of appearance and the date of the summons being left out. The date fixed for appearance shall be inserted by the office and the summons shall be dated and signed by an officer of the Court.

The Registrar General may direct that in any particular case all the entries in the form be made by the office.

**13. Allowance and diet money to witnesses :-** (1) The rules contained in the Appendix to Chapter XVII for the payment of travelling allowance and diet money to witnesses in criminal proceedings shall, with such modifications and adaptations as may be found necessary, also apply to civil proceedings provided that, in any special case or in a case not specifically covered by these Rules, the court may allow such payment to be made to them as it may think fit.

(2) In the case of a person summoned to give evidence as an expert, the Court may allow such remuneration as it may



consider reasonable for the time occupied in giving evidence or in performing any work of an expert character necessary for the case.

**14. Deposit of travelling allowance and diet money :-** A party applying for a summons shall, before the summons is granted and within a period to be fixed by the Registrar General deposit with the cashier such amount as may appear to the Registrar General to be sufficient to defray the reasonable travelling expenses and diet money for one day's appearance in Court of such witness. In the case of a person summoned to give evidence as an expert the Registrar General may also require the party applying for summons, to deposit with the Cashier such further sum as may, in his view, be sufficient to enable payment to be made to such witness by way of remuneration under the next preceding rule.

In case of any disagreement or doubt as to the amount to be deposited under this rule, the matter be decided by the Registrar General.

**15. Issue of summons :-** After the deposit required by Rule 14 has been made, the Deputy Registrar shall cause a summons to be issued.

**16. Tender of expenses with the summons :-** Every person summoned to give evidence before the Court shall have tendered to him along with the summons a sum sufficient to cover his reasonable travelling expenses and diet money for one day's attendance in Court.

**17. Witness residing outside the territorial jurisdiction of the Court :-** No one residing without the local limits of the Court's ordinary civil jurisdiction shall be compelled to attend in person to give evidence.

**18. Witness required to attend on a subsequent day:-**  
(1) If the evidence of witness is not taken or completed on the first day on which he attends the Court in obedience to a summons, the party summoning him shall, before 4 p.m. on that day, deposit with the Cashier an amount sufficient to enable the witness to attend on the subsequent day and if on such subsequent day also his evidence is not taken or completed, a similar procedure shall be followed :

Provided that the party may, if it so desires, make payment to the witness direct in the presence of the Court or the Deputy Registrar and file the receipt in Court.

(2) If the expenses of a witness are not paid by the party him in accordance with sub-rule (1) the witness shall not be bound to remain in attendance on any subsequent day.

**19. Payment to witness of money deposited with Cashier** :- Where expenses have been deposited with the Cashier under the next preceding rule, they shall be paid to the witness on the next day.

**20. Claim by witness** :- Any claim made by a witness with respect to the expenses payable to him may be considered and decided by the Bench hearing the case or by an officer authorised by it.

**21. Original proceedings** :- The Rules contained in this Chapter shall, with such modifications and adaptations as may be necessary, also apply to other original proceedings instituted in the Court.

**22. Extraordinary civil jurisdiction** :- The Rule contained in this Chapter with respect to the trial of suits instituted in this Court shall, so far as may be also apply to--

(i) any suit removed from any Court subject to the superintendence of the court, to be tried and determined by it in the exercise of its extraordinary original civil jurisdiction; and

(ii) any suit or other original proceeding withdrawn from a subordinate Court under Art. 228 of the Constitution :

Provided that any such suit or proceeding shall unless otherwise ordered proceed from the stage at which it was before it was so removed or withdrawn.

**23. Court's power to give directions in matters of practice and procedure** :- The Court may in any suit or proceeding to which this Chapter applies, give such directions in matters of practice and procedure as it shall consider just and expedient.

## CHAPTER XV-A

### **SPECIAL PROVISIONS RELATING TO THE TRIAL OF ELECTION PETITIONS**

**1. Scope** :- The provisions of this Chapter shall govern the trial of election petition under the Representation of the People Act, 1951.

**2. Definition** :- In this Chapter unless the context otherwise requires--

(i) 'Act' means the Representation of the People Act, 1951;

(ii) 'Bench' means the Bench to which an election petition has been referred by the Chief Justice under sub-section (2) of Section 86 of the Act.

**3. Presentation of election petition**:- Every election petition shall be presented to the Registrar General.

The petition shall bear an office report on Court-fee and no compliance, in addition to other matters, with Sections 81, 82, 83 and 117 of the Act.

The petitioner shall file with the petition a list of all documents whether in his possession or power or not, on which he relies as evidence in support of his claim.

**4. Constitution of Bench**:- An election petition duly presented shall be registered and numbered, and shall, after an additional office report regarding other election petitions, if any, in respect of the same election as are referred to in sub-section (3) of Section 86 of the Act and the Bench, if any, to which they have been referred, be laid forthwith before the Chief Justice for reference to a Bench.

**5. Issue of notice to respondent**:- The election petition shall be laid before the Bench so constituted without delay, and unless it is dismissed under sub-section (1) of Section 86 of the Act or for being otherwise defective, the Bench may direct issue of notice to the respondent to appear and answer the claim on a date to be specified therein. Such notice shall also

direct that if he wishes to put up a defence he shall file his written statement together with a list of all documents, whether in his possession or power or not, upon which he intends to rely as evidence in support of his defence on or before the date fixed in the notice the election petition may be heard and determined in his absence. The notice shall be in Form No. 34-A.

**6. Process fee and charges:-** (a) Notice for the respondent shall issue by ordinary process and simultaneously by registered post.

(b) Notice of the election petition shall also be simultaneously published in a newspaper selected by the Registrar General.

(c) Notices, process fee, charges and a sum of Rs. 250 as an initial deposit on account of the cost of publication in a newspaper shall be supplied by the petitioner within seven days of the order directing notice to issue. In default, the election petition shall be laid before the Bench for orders. The Bench may reject the election petition unless for sufficient cause it grants further time.

(d) Where the cost of publication in a newspaper exceeds Rs. 50 the Registrar General shall call upon the petitioner to deposit the excess amount in Court within the time to be fixed by him. On failure of the petitioner to deposit such costs, the petition shall be laid before the Bench for such orders as the Bench may think fit. In case the cost of publication is less than Rs. 50 the petitioner shall be entitled to a refund of the amount in excess.

**7. Appearance by respondent :-** The respondent shall enter appearance by filing with the Registrar General a memorandum signed by him or his Advocate giving an address at which service of notice, summon or other process may be made upon him.

**<sup>1</sup>[ 8. Full description of parties etc.-** All pleadings and applications shall be drawn up in the manner provided in Rules 1, 4, 5 and 6 of Chapter IX with such modifications and adaptations as circumstances may require.

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<sup>1</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

Copies of election petition, applications and other documents filed in Court shall be on durable full scape paper and written, typewritten, lithographed or printed on one side of the paper only.]

**9. Summoning of witnesses and payment of expenses:-** Rule 8 about production of documents and recording admissions or denials, Rule 9 regarding filing of documents and Rules 12 to 20 dealing with summoning of witnesses, payment of expenses of witnesses, etc., of Chapter XV shall also apply to proceedings under this Chapter.

**10. Other applications under the Act :-** An application of a candidate under sub-section (4) of Section 86 seeking to be joined as a respondent, notice of intention to prove recrimination under Section 97 of the Act accompanied by the prescribed statement and particulars duly verified, an application for withdrawal of an election petition under Section 109 of the Act and an application for substitution under sub-section (3) of Section 112 or Section 116 of the Act together with an adequate number of copies for service shall be presented to the Registrar General who shall lay it before the Bench along with an office report.

**11. Affidavit :-** An application shall ordinarily be accompanied by an affidavit. Subject to the proviso to sub-section (1) of Section 83 of the Act, the provisions of Chapter IV as to affidavits shall apply to proceedings under this Chapter.

**12. Court's power to give directions in matters of practice and procedure :-** The Bench may, consistently with the provisions of Section 87 of the Act, give such directions in matters of practice and procedure (including the recording of evidence) as it shall consider just and expedient.

**13. Table of costs :-** After an election petition has been decided a table of costs shall be prepared reproducing the order relating to payment of costs and provisions of Rules 6 to 11 of Chapter VII relating to the preparation of a decree shall apply with necessary modifications and adaptations.

## **TAXATION OF ADVOCATES' FEES**

**1. Preliminary :-** The Rules contained in this Chapter shall regulate the inclusion of Advocates' fees in the taxation of costs.

**2. Suits, application for probate and letters of administration and appeals from original or appellate decrees:-** (1) The fee to be allowed on taxation in a contested suit, or a contested application for probate or letters of administration, or an appeal, contested or uncontested, from an original or appellate decree in a suit shall, subject to minimum of Rs. 100 in a suit or an application for probate or letters of administration or a First Appeal and Rs. 50 in a Second Appeal, be an amount calculated on the value of the claim in accordance with the following scale, namely--

- (i) On the first Rs. 5,000 ... .. [10 per cent.]
- (ii) On the next Rs. 15,000 ... .. [3-3/4 per cent.]
- (iii) On the next Rs. 30,000 ... .. [1-7/8 per cent.]
- (iv) On the remainder ... .. [1-1/4 per cent.]

(2) When any suit or application for probate or letters of administration is decided ex parte, on confession of judgment or on compromise, or withdrawn or dismissed for default, the amount of fee to be included in the taxation of costs shall be one-half of the amount calculated in accordance with the scale given in sub-given in sub-rule (1) subject to minimum of Rs.100.

**3. First appeal in which application for summary determination is made :-** The fee to be allowed on taxation in a First Appeal on the disposal of an application for the summary determination of such appeal under (Rule 24 of Chapter VIII) shall be as follows :

- (i) Where the application for the summary determination of an appeal is allowed and the appeal is dismissed, the fee shall be as in sub-rule (1) of Rule 2.
- (ii) Where the application for the summary determination of an appeal is rejected, one-fourth of the amount of fee taxable under sub-rule (1) of Rule 2 shall, subject to a minimum of Rs. <sup>51</sup>[70] be allowed to the appellant as against the party which made the application. Any order

as to costs passed under this clause shall not affect the costs in the appeal.

**4. Cases under Section 14 (2) of the Arbitration Act, 1940 :-** The fee to be allowed on taxation in a case under subsection (2) of Section 14 of the Arbitration Act, 1940 shall, subject to a minimum of Rs. 70 be an amount calculated on the value of the claim in accordance with the following scale, namely--

- (i) On the first Rs. 5,000 ... .. 5 per cent.
- (ii) On the next Rs. 15,000 ... .. 2-1/2 per cent.
- (iii) On the next Rs. 30,000 ... .. 1-1/4 per cent.
- (iv) On the remainder ... .. 5/8 per cent.

**5. Cases under Section 20 of the Arbitration Act, 1940 :-** The fee to be allowed on taxation in a case under Section 20 of the Arbitration Act, 1940, shall be such as the Court may direct.

**6. Matrimonial cases :-** In matrimonial suits and appeals arising therefrom the fee to be allowed on taxation shall, subject to such order as the Court may having regard to the difficulty and duration of the case allow, be as given below, namely--

- (1) In an undefended case ... .. 200
- (2) in a defended case--
  - (i) up to the end of the first day of hearing 375
  - (ii) for each succeeding day or part of a day such part being of not less than one hour's duration ... .. 200

**7. Cases under the 52 [Income Tax Act, 1961] :-** (1) The amount of fee to be allowed to the Advocate for the Commissioner of Income-tax on taxation in a case under the Income Tax Act, 1961, shall--

- (i) in a case under Section 66 (1) or (2) of the Income Tax Act, 1961, be such as may be fixed

by the Court, not being less than Rs. 125 or more than Rs. 53[250];

(2) Where a higher fee is fixed by the Court under sub-rule (1) it shall be included in the taxation of costs, provided such Advocate files a certificate within one month from the date of the order passed by the Court or within such further time as the Court may on application made by him allow, that he has received the consent of the Government to the payment to him of such higher fee.

(3) The fee payable to the Advocate for the other party shall be such as may be fixed by the Court in each case and shall be included in the taxation of costs, provided a certificate as required by Rule 25 of this Chapter has been duly filed showing the payment to such Advocate of a fee not less in amount than the fee allowed by the Court. Where the fee so paid is less than the amount of fee allowed by the Court, such lesser fee alone shall be included in the taxation of costs.

**8. Certain miscellaneous cases :-** In a miscellaneous case for the setting aside of an abatement or an ex parte decree or an order dismissing the case for default, a fee of Rs. 70 shall be allowed in the case of a First Appeal and Rs. 50 in any other case.

**9. Application under Article 226 of the Constitution :-** Where the Court, while disposing of an application for a direction or order or writ under Act, 226 or Art. 227 of the Constitution or a Special Appeal arising therefrom, allows costs but does not specify the amount of Advocate's fee, the fee to be allowed on taxation shall be Rs. 53[125] both in the case of an application and in the case of a special Appeal.

**10. Cases not specifically provided for:-** In cases not specifically provided for in this Chapter including execution appeals, appeals from orders, revision, applications under Chapter XXIII, references, cases under the Companies Act, 1956, and testamentary and intestate cases other than applications for probate or letters of administration, the fee shall, if the claim is capable of valuation, be an amount calculated on the value of the claim in accordance with the following scale, namely-

- (i) On the first Rs. 5,000.. .. 6-1/4 per cent.



(ii) On the next Rs. 45,000.. . 1-1/4 per cent.

(iii) On the remainder.. . 5/8 per cent.

The minimum taxable fee in such cases shall be Rs. 50 and the maximum unless otherwise ordered by the Court Rs. 1200.

**11. Additional fees.-** The following fees shall, if the Bench disposing of the matter allows costs,] be allowed on taxation in addition to those allowable under the preceding rules, namely-

(i) For each application numbered as a miscellaneous application-

Rs.

(a) Contested .. .. [50]

(b) Uncontested . . . [32]

Provided that the Court may in special cases allow a larger or a smaller sum or disallow any fee.

Rs.

.....  
 (ii) For each affidavit filed in support of an application or an answer thereto or a reply to such answer, if any ... . [20]

Provided that the Court may allow a larger or a smaller sum having regard to the circumstances of the case or wholly disallow any fee if the affidavit or the application does not contain proper particulars and material averments or is prolix or contains unnecessary or irrelevant matter.

(iii) For settling of documents for translation and printing in First appeals—

Rs.

(a) if the number of documents in the list does not exceed 16 ... .. [32]

(b) If the number of documents in the list exceeds 16 but does not exceed 48 ... .. [60]

(c) For each additional document  
beyond 48 ... .. [45P.]

Provided that the whole or any part of such fee or the whole or any part of the costs of the appeal may be disallowed by the Bench hearing the appeal if in the selection of documents for inclusion in the list unnecessary documents or group of documents of the same tenor have been included and material documents omitted.

**12. Cross objection :-** Any cross-objection filed under Rule 22 of Order XLI of the Code shall for the purposes of this Chapter be treated as a separate appeal.

**13. Value of claim :-** The value of the claim in Rules 2, 3, 4 and 10 shall be the value stated in the plaint in the case of a suit, the value as stated in the memorandum of appeal in the case of an appeal, the value stated as that of the property in respect of which the application is made in the case of an application for probate or letters of administration, and in other cases the value as stated in the application, provided the case is one in which the relief claimed is capable of valuation. Fractions of a rupee shall be omitted from the value of the claim in calculating fees. The value shall be the value for the purpose of jurisdiction.

**14. Cases in which relief is incapable of valuation :-** In a case referred to in the next preceding Rule in which the claim is incapable of valuation in the manner provided in that Rule, the Court may allow such fee as it may consider reasonable.

**15. Court may allow higher or lower fee or disallow any fee :-** Notwithstanding anything contained in Rules 2, 3, 4, 6, 7, 8, 10 and 12 the Court may allow a higher fee if in its opinion the fee allowable under the Rule, is having regard to the circumstances of the case, inadequate or may for sufficient reason allow a lower fee or order that no fee be entered in the table of costs of a party.

**16. Several defendants succeeding upon a joint or common defence. :-** Where several defendants whether arrayed as appellant or respondents in this Court having a joint or common interest, succeed upon a joint defence to the suit or upon separate defences which are substantially the same, the total sum to be entered in their joint table or in their respective

tables of costs shall not exceed that allowable under the Rule applicable to the class to which the case belongs, unless the Bench hearing the case orders otherwise.

If only one fee is allowed, the Court may indicate to which of the defendants it shall be paid or may apportion it amongst them in such manner as it may think fit. If the Court makes no such order, the Taxing Officer shall apportion it equally among such defendants as may have appeared by an Advocate at the hearing of the case.

This rule shall with necessary modifications also apply to original suits in this Court.

**17. Several defendants succeeding upon separate and distinct defences :-** Where several defendants whether arrayed as appellants or respondents in this Court having separate interests have set up separate and distinct defences a separate fee as allowable under the Rule applicable to the class to which the case belongs may, if the Court, so orders, be allowed in respect of the separate interest of each such defendant as may have appeared at the hearing by a separate Advocate and succeeded upon his separate and distinct defence.

This Rule shall, with necessary modifications, also apply to original suits in this Court.

**18. Effect of engaging Advocate having dealings with touts :-** Notwithstanding anything contained in this Chapter, no sum on account of Advocate's fee shall be included in the table of costs of a party who has engaged for the purposes of the case, any Advocate--

(a) who is known or reputed to have any dealing, communication or correspondence direct or indirect, with a person who has been proclaimed as a tout or with any person who frequents the precincts of any Court, office, railway station, landing stage or lodging place or other places of public resort, as a tout, or

(b) who employs any such person in any capacity whatsoever.

**19. Effect of falsely valuing claim :-** Notwithstanding anything contained in this Chapter, the Court may order that no sum in respect of Advocate's fee shall be included in the table of costs of a party in whose plaint, memorandum of appeal or application, as the case may be, the value of the claim has been falsely and dishonestly stated. In such case the Court may allow such additional sum to be included in the table of costs of the other party on account of Advocate's fee as may appear to it to be reasonable.

**20. Fee of Advocate not practicing at Allahabad or Lucknow :-** No fee with respect to any advocate who does not bona fide reside and practice at Allahabad or Lucknow as the case may be, shall, unless he is present at the hearing of the case or the Bench hearing the case directs otherwise, be included in the taxation of costs.

**21. No further fee in review or execution application :-** Where a sum allowed on account of Advocate's fees has under Rule 2, 3, 4, 5, 6, 7, 8, 9, 10, 12 or 14 been included in the table of costs of party, no further sum on account of any fee paid to an Advocate shall be allowed to such party in respect of any application for a review of judgment, decree or order or for the execution of the decree or order of the Court unless it be shown to the satisfaction of the Bench hearing such application that the service of the Advocate in respect of whose fees the entry was made in the table of costs were not available for making of such application.

**22. Fee of State Counsel in cases under Court Fees Act, 1870 and Stamp Act, 1899 :-** These Rules shall also regulate the inclusion of Advocate's fees in the taxation of costs in favour of or against the State in cases under the Court Fees Act, 1870, or the Stamp Act, 1899, in which, although the Government is not a party, costs are awarded to or against the Government.

**23. Fees of the State Counsel in inquiries as to pauperism :-** In an inquiry under Order XXXIII or XLIV of the Code on an application of a plaintiff or an appellant for permission to sue or appeal as pauper, or on an application for the dispaupering of a plaintiff or an appellant, the fee for the Advocate of the party making the application or the Advocate opposing it (including the Advocate for the State who opposes

the application for pauperism or makes the application for dispaupering of a plaintiff or an appellant) shall be Rs. 90:

Provided that the Court may in a special case allow such fee as it may consider proper not exceeding an amount calculated according to the provisions of sub-rule (1) of Rule 2.

**24. Fee of Advocate's clerk :-** A sum calculated at the rate of 15 per cent, on the taxed fee of the Advocate of a party shall, subject to a minimum of two rupees be included in the taxation of costs on account of the fee of such Advocate's clerk.:

Provided that the clerk concerned, other than the clerk of the Standing Counsel, has filed a fee certificate in the prescribed form duly signed by him, in the manner described in Rule 25 for filing fee certificate of advocates.

The Rule shall also apply to the clerk of Standing Counsel, the amount so included being on realisation credited to Government.

**25. Certificate of fee :-** (1) Except in the case of an Advocate appearing for the Government or Goan Sabha or the Court of Wards or the Custodian, Evacuee Property, no fee shall be included in the taxation of costs unless the Taxing Officer is satisfied that the fee was paid to the Advocate prior to the delivery of the judgment or order by which costs became payable and unless the party claiming to have such fee included in the taxation of costs has prior to the delivery of such judgment or order filed a certificate signed by the Advocate concerned enrolled in Part II of the common roll, showing that such fee has actually been paid to him by or on behalf of such party :

Provided that in cases in which a senior Advocate is appearing such certificate shall be accompanied by a voucher/receipt signed by the senior Advocate for the fee paid to him :

Provided further that the certificate filed after the time mentioned above but before the judgment or order is signed may, for sufficient cause shown, be accepted for inclusion in the taxation of cost by the Bench deciding the case.

(2) The certificate under this Rule shall be in the prescribed form and shall be presented by the Advocate or his clerk--

(a) if the case is before the Court to the Bench Secretary concerned;

(b) in other cases, to the office between the hours of 11 a.m. and 12 noon.

The person presenting the certificate shall obtain the signature of the officer receiving it on the counterfoil. The officer receiving the certificate shall endorse thereon the date and the hour of its presentation.

In exceptional cases such certificate may be presented <sup>1</sup>[to the Bench Secretary or the Registrar General] between the hours of 3 and 3.30 p.m.

(3) Where the Court by its judgment or order allows a fee higher than that allowable under the Rules applicable to the class to which the case belongs, the certificate with respect to the payment of such additional fee may be filed within one month of the date of such judgment or order.

**PART- III**  
CRIMINAL JURISDICTION  
[CHAPTER XVII TO XX]

<sup>1</sup> [CHAPTER XVII]

CHAPTER XVIII

**PROCEEDINGS OTHER THAN ORIGINAL TRIALS**

**1. Presentation of appeals and applications :-** Every petition of appeal or application for revision or other application in a criminal matter shall be presented in Court except where it may under these Rules or by order of the Court or the Chief Justice be filed before the Registrar General or any other officer of the Court.

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<sup>1</sup>

<sup>1</sup> Omitted by Notification No. 680/VIII-C-2dt. 26.11.1080, published in U.P. Gazette , Part II, dated 11.04.1981

**2. Order of Court on motion to admit an appeal or application :-** Where the Bench before which a motion is made for the admission of a petition of appeal or an application for revision or other application finds that it is not accompanied by the requisite papers, if any, or is otherwise not in order or has not been presented within time to it may decline to receive it or reject it or pass such other order as it may consider fit.

Where it finds that such petition or application is in order, has been presented within time and is accompanied by the requisite papers, if any, it may--

- (i) in the case of petition of appeal make an order admitting it and directing notice to be issued; and
- (ii) in the case of an application for revision or other application dismiss it or direct notice to be issued or pass such other order as it may deem fit :

Provided that nothing contained in this Rule shall preclude the Bench from dismissing any petition of appeal under Section 384 of the Code of Criminal Procedure, 1973], or require notice of an application to be issued where notice of such application has already been served upon the other party or his Advocate.

**<sup>1</sup>[3. Contents of petition of appeal or application for revision or other application :-** (1) Every petition of appeal or application for revision or other application shall be accompanied by date/event wise synopsis of the case and shall further state--

- (a) the name and, where the appeal or revision is not on behalf of State, the address, of each appellant or applicant;
- (b) the name and, where the opposite party is not the State, the address, if available, of each opposite party;

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<sup>1</sup> Substituted by Notification No.115/VIIIc-2 dated 14<sup>th</sup> May, 2007, Correction Slip No. 237, published in U.P. Gazette Part II dated 26<sup>th</sup> May, 2007.

- (c) the Court of whose order the appeal or revision is filed and the name of presiding officer of such Court;
- (d) the nature of the order passed including the sentence awarded, if any, by such Court;
- (e) the provisions of law defining the offence of which the accused person was convicted or acquitted by such Court or under which he was dealt with by such Court;
- (f) the ground or grounds, numbered consecutively, of objection to the order from which the appeal or revision is filed;
- (g) the relief sought;

and shall be signed by the appellant or the applicant, as the case may be, or by an Advocate on his behalf.

**<sup>1</sup>[(2) If the advocates are relying upon any judgement, they must have three photocopies thereof ready, two for the Judges and one for the other side.]**

(3) A petition of appeal from an appellate order of acquittal or an application for the revision of an order passed in appeal or revision shall also state the name and description of the Court which tried the case in the first instance and the nature of the order passed by it.

(4) In a case in which a sentence of imprisonment has been awarded the petition of appeal or the application for revision shall also contain a certificate signed by the advocate for the appellant or the applicant, as the case may be, stating that the accused was not on bail or that, if he was on bail, he has surrendered to it. In a case in which bail has been granted by the court appealed from order sub-section (3) of Section 389 of the Code of Criminal Procedure, 1973, the fact shall be stated in the petition of the appeal indicating the period of which such bail has been granted.



<sup>2</sup>[(5) In first paragraph of application under section 482 Cr.P.C., criminal revision, transfer application or writ petition (or supporting affidavit thereof) it should be mentioned that no earlier application/criminal revision/ writ petition has been filed in Allahabad High Court or Lucknow Bench against the impugned order (if any) on the same or related cause of action or seeking the same or related reliefs, and no such criminal revision or transfer application for the same reliefs, and no such criminal revision or transfer application for the same relief was pending in the lower court. If any such application was pending, details of the same are to be furnished. Any substantial omission or misstatement on these facts would result in dismissal of the petition, imposition of costs and prosecution for perjury.

(6) The applicants/ appellants/ petitioner's parentage, crime number, police station, district, case number, court's designation, date of impugned order (what ever may be applicable) shall be mentioned on the opening page of the application under section 482 Cr. P.C, criminal revision, bail application, transfer application, writ petition or criminal appeal.]

**4. Appeal or revision to be connected with jail appeal for revision previously filed :-** Where a petition of appeal or an application for revision has been previously presented by the appellant to the officer-in-charge of the jail, the petition of appeal or application for revision filed on his behalf through an Advocate shall mention that fact if known to such Advocate. In such cases the Bench Secretary shall obtain an order from Court that the two cases be connected and heard together.

**5. Copies of Judgment :-** Every criminal appeal or revision shall be accompanied by a copy of the judgment or order appealed against or sought to be revised and where there has been an appeal or revision in a subordinate Court by copies of the judgments of all the subordinate Court :

Provided that every criminal revision shall also be accompanied by an extra copy of the judgment or order sought to be revised or extra copies of the judgments of all the subordinate Courts, as the case may be, duly certified by the counsel, for use of the Government Advocate, and by a certificate from the Sessions Judge to the effect that no application for revision in regard to

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<sup>2</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012 (Correction Slip No. 244). and Corrigendum No 54 dated 15.03.2013

an order sought to be revised by the High Court has been made in the Sessions Courts. The applicant shall give an undertaking that he will not file a revision against the said order in the Sessions Court :

Provided further that the Court may for sufficient cause shown dispense with any such copy.

**6. Petition of appeal, or application or affidavit to be accompanied by copies:-** Every petition of appeal or application or affidavit filed in Court shall be accompanied by as many typed copies thereof as there be parties to be served, together with--

(i) two extra copies in a Division Bench case or in an application for bail or stay or proceedings in a case pending before a Court of Session; or

(ii) one extra copy in every other case.

No order shall issue from the Court on a petition of appeal or application until the required number of such copies has been supplied.

Such copies shall be certified to be correct by the party supplying them or his Advocate.

**7. Office report on a petition of appeal or revision :-** Before a petition of appeal or a leave petition under Section 378, Cr.P.C. or application for revision, <sup>1</sup>[application under Section 482 Cr.P.C., application for bail, application for bail cancellation, transfer application and Jail appeal] is presented the appellant or the applicant, as the case may be, or his Advocate shall obtain thereon a report from the office with respect to the following matters, namely--

In the case of an appeal or a leave petition-

(i) whether it lies to this Court;

(ii) whether it is within time;

(iii) whether it is accompanied by the requisite papers;

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<sup>1</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012 (Correction Slip No. 244)

- (iv) whether any court-fee is payable and where a court-fee is payable, whether the court-fee paid is sufficient; and
- (v) whether the appeal had been previously filled on behalf of the appellant or any other person tried along with him and, if it had been so filed, the result in case the appeal has been decided.

In the case of a revision--

- (i) whether it has been filed within the ninety days excluding the time taken in obtaining the requisite copies;
  - (ii) whether it is accompanied by the requisite papers;
- (iii) whether any Court-fee is payable and if a Court-fee is payable, whether the Court-fee paid is sufficient;
- (iv) whether an application for revision had been previously filed in the Court of the Sessions Judge or the District Magistrate, as the case may be;
- (v) whether an application for revision had been previously filed in this Court on behalf of the applicant or any other person tried along with him or whether any leave petition had been preferred under Section 378, Cr.P.C. and if it had been so filed, the result in case the revision or leave petition filed under Section 378, Cr.P.C. has been decided.]

**8. Cases to be registered and numbered :-** (1) After an appeal or revision has been admitted it shall be registered and numbered.

(2) The following applications shall be registered and numbered after presentation as Criminal Miscellaneous cases, namely--

- (a) application for bail;

- (b) application for cancellation of bail;
- (c) application for transfer of a case;
- (d) application for withdrawal of a case from a subordinate Court;
- (e) <sup>1</sup>[\* \* \*]
- (f) application under Section 96 of the Code of Criminal Procedure, 1973;
- (g) application for stay of operation of order of, or proceedings in, lower court <sup>922</sup>[Such application must be accompanied by the certified copy of the order assailed, including all other documents, if any, on the basis of which a particular order has been challenged];
- (h) application for the issue of a direction, order or writ under Article 226 of the Constitution in a criminal matter;
- (i) 79[application under sub-section (1) or sub-section (2) of Section 340 of the Code of Criminal Procedure, 1973];
- (j) application for the taking of proceedings in contempt of court; and
- (k) application under Section 378(4) of the Code of Criminal Procedure, 1973:

Provided that an application for transfer of cases shall be accompanied by a copy of the order passed by the Sessions Judge, if any.

(3) Cases in which the Court takes proceedings under Section 340 (1) or 340 (2) of the Code of Criminal Procedure, 1973 or issues notice for contempt of Court otherwise than on

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<sup>1</sup>Omitted by Notification No. 680/VIIIc-2 dated 26.11.1980, published in U.P. Gazette Part II, dated 11.4.1981.

<sup>2</sup> Ins. By Noti. No. 140/VIII-C-2, Correction slip No. 236 No. 184, dt. 03.08.2006 published in the U.P. Gazette Part II dt. 19.08.2006.

an application and references under Section 318 of the Code of Criminal Procedure, 1973 shall also be registered and numbered Criminal Miscellaneous Cases'

(4) The application aforesaid shall set out the prayer stating clearly the exact nature of the relief sought supported by an affidavit setting out in the form of paragraphs the material facts and grounds upon which the applicant relies.

**9. Issue of Notice :-** If an appeal is not dismissed summarily a day shall be fixed for its hearing and notices in the prescribed form shall be issued.

If an application for revision or other application is not rejected and an order directing the issue of notice is made, a day shall be fixed for its hearing and notices in the prescribed form shall be issued.

After notices have been issued in an appeal or revision the record shall be sent for unless otherwise ordered.

In the case of an appeal under Section 341 of the Code of Criminal Procedure, 1973, the record of the case out of which the proceedings under appeal arose shall also be sent for unless otherwise ordered.

**10. Free legal aid to indigent accused :-** (1) A panel of lawyers shall be drawn up every third year by the Court to represent such accused persons who are incapable of engaging any counsel for their defence due to indigence or incommunicado situation within the meaning of Section 304 of the Code of Criminal Procedure, 1973.

(2) The Panel shall consist of such number of Advocates having three years' practice at their credit, as the Court may from time to time, fix.

(3) In cases where the circumstances of the case, the gravity of the sentence and the ends of justice so require, if the accused intimates his intention to appeal to the High Court and expresses his inability to engage a counsel for the purpose, the Court shall afford him an opportunity to name an advocate from the panel of lawyers maintained under sub-rule (1) and, as far as possible, shall assign the case of that accused person to the Advocate so named by the prisoner.

(4) The scale of fees of the Advocates serving on the Panel of the Court shall be fixed by the State Government on the recommendation of the Court, which shall, while recommending the scale of fees for various types of cases, keep into consideration the nature of offence, the gravity of sentence and other allied matters.

(5) In order to ascertain under sub-rule (1) aforesaid whether the accused person is indigent or not, the Court shall order an enquiry to be made from the District Magistrate concerned whether he is possessed of sufficient funds to engage an Advocate at his expense in this Court.

(6) The power of appointment of the Advocate for a particular case shall be vested in the Chief Justice.

(7) The Advocate appointed under this rule to represent an accused shall be furnished with the necessary papers and allowed sufficient time to prepare the case.

(8) Where there are more than one such accused entitled to be represented by an Advocate at the State expense, the Chief Justice may appoint several Advocates to represent them if their defences are inconsistent.

**11. Personal attendance of accused in custody:-** Where the accused is in custody his personal attendance shall not be required unless so ordered by the Court. A prayer for the personal attendance of the accused in Court shall not ordinarily be entertained if not made in sufficient time before the date of hearing to enable arrangements to be made with the Officer-in-charge of the jail in which the accused is confined for his attendance in the Court.

**12. Personal attendance of accused unable to appear on account of poverty :-** Where an accused in an appeal from acquittal or in a case in which notice has been given to him to show cause why his sentence should not be enhanced though not in custody is unable to appear before the Court on account of poverty, he may make an application to the Court for permission to appear accompanied by a certificate from his Advocate that his attendance is necessary for the purposes of the case. If the Court grants such application the District Magistrate concerned shall, if satisfied as to his poverty,

provide him with sufficient funds to enable him to proceed to this Court and certify the fact to the Court. When the accused appears he shall report himself to the Registrar General.

**13. Jail appeals and revisions :-** (1) Rules 1, 2, 3, 6 and shall not apply in the case of a petition of appeal or an application for revision presented by an accused person who is confined in jail to the officer-in-charge of the jail. Where a petition of appeal or an application for revision has been so presented, the officer-in-charge of the jail shall have recorded thereon the name and other particulars of the appellant or the applicant, as the case may be, the particulars of the case from which the appeal or revision arises and the dates when the application for copy of judgment was dispatched, when the copy was received and when the appeal or application was presented by the accused, and forward such petition or application along with the requisite copies to this Court with as little delay as possible.

(2) On receipt of such petition or appeal or application for revision the office shall examine it and endorse thereon a report containing as nearly as may be the particulars required under Rule 7 and the Registrar General shall thereafter submit it to a Judge for orders. If the case is one which cannot be dealt with by a Judge sitting alone, the orders passed by the Judge shall be laid before another Judge for concurrence before they are issued. If the Judge does not dismiss the appeal or revision summarily and orders notice to be issued, the procedure prescribed for appeals and revisions presented in Court shall, as nearly as may be, be followed.

**14. Jail appeal to be connected with a previously filed appeal :-** Jail appeals shall be submitted to a Judge for orders after the expiry of the period of limitation, jail appeals by accused persons convicted in the same trial being submitted together. If an appeal arising out of the same case has been presented previously in Court, the fact shall be noted on the fly-leaf before the papers are submitted to a Judge for orders and the Judge shall, if such appeal has not already been decided, direct that the appeal be admitted and connected with such previous appeal.

**15. When jail appeal is presented beyond time :-** Where a jail appeal is presented after the expiry of the period of limitation the officer-in-charge of the jail shall submit along with

it a report as to the cause of delay. Where no such report has been submitted a report shall be called for from the jail concerned as to the cause of delay. Such report shall be laid before the Judge to whom the appeal is submitted for orders.

**16. Information to prisoner of summary jail appeal, dismissal of :-** Where a jail appeal is dismissed summarily [under Section 384 of the Code of Criminal Procedure, 1973] information shall be sent to the prisoner through the Sessions Judge concerned.

**17. Revision and other applications from prisoner in jail:-** Rules 14, 15 and 16 shall, as nearly as may be, be followed in the case of a jail revision. Other applications received from a prisoner through the officer-in-charge of the jail in which he is confined shall be laid before the Judge appointed to receive application on the criminal side for orders.

**<sup>1</sup>[18. Application for bail other than anticipatory bail] :-**  
 (1) No application for bail shall be entertained unless accompanied by a copy of judgment or order appealed against or sought to be revised and a copy of order passed by the Sessions Judge on the bail application for the applicant and unless the accused has surrendered except where he has been release on bail after conviction under Section 389 (3) of the Code of Criminal Procedure, 1973.

**Explanation :-** the copy of the order refusing bail passed by the Sessions Judge shall either be a certified copy or the copy furnished by the Sessions Judge free of charge to the accused.

(2) Every application for bail in a case which is under investigation or which is pending in a lower Court shall state whether application for bail had or had not been previously made before the Magistrate and the Sessions Judge concerned and the results of such applications, if any.

**<sup>1</sup>[(3) Save in exceptional circumstances-**

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<sup>1</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

<sup>1</sup> Amended vide Court's Notification No. 348/VIIIc, dated 19.09.2018 (Correction Slip No. 262) published in Official Gazette part – I(ka) dated 06.10.2018



(a) No bail application shall be placed before the Court unless notice thereof has been given to the Government Advocate and a period of two days has elapsed from the date of such notice.

(b) If the application for bail has not been moved within seven days after the expiry of the aforesaid period of two days the applicant or his counsel shall give two days previous notice to the Government Advocate as to the exact date on which such application is intended to be moved.

(c) Where the prayer for bail is contained in a petition of appeal or application for revision, notice thereof may be given to the Government Advocate the same day prior to the hearing of such petition or application and the fact of such previous notice having been given, shall be endorsed on such petition or application. Alongwith such notice a certified copy or one attested to be true by the counsel, of the Judgment appealed from or sought to be revised shall also be given to the Government Advocate.]

(4) Every application for bail shall show prominently in the first page thereof the crime number, the police station by which and the section or sections and the Act or Rules under which the applicant is being prosecuted or has been convicted and whether such application is the first, second or any such subsequent application moved by him before this Court, and shall be accompanied by a copy of the first information report. It shall also state the following particulars, namely:-

(a) The date of the alleged occurrence;

(b) The date of the applicant's arrest.

The Bench Secretary shall while entertaining a bail application for presentation to the court check every page thereof and shall affix a rubber stamp of the bail application and all the annexures thereto before putting it up before the court in token of his having checked, every page of the bail applications and containing his initials on every page he shall, thereafter, make the following endorsement on the bail application :

'Moved before Hon'ble ..... J.  
on ..... (date)'

Similarly the official whose duty it is to receive the bail application from the court after orders, shall affix a rubber stamp containing his initials on the first page of the bail application in token of his having checked that all the pages of the bail application bear the rubber stamp of the Bench Secretary.

The rubber stamps containing the initials of the Bench Secretary and the official or officials authorised to receive fresh bail application from the Court shall be supplied to the Bench Secretaries and the officials by the Registrar General of the Court.

The application shall not be returned to the applicant or his counsel after the above endorsement has been made.]

(5) Every page of the application for bail and every page of the annexures thereto shall bear the full signature of the applicant or his counsel.

(6) In every such application shall be stated the full particulars of the previous application or applications, if any, moved in this Court by same applicant in respect of the same crime and the date or dates on which such previous application or applications had been rejected.]

**<sup>1</sup>[18A. Application for bail under Section 438 of the Code of Criminal Procedure, 1973.- (1) The application must bear Court fee of Rs. 5/- as prescribed for application.**

(2) The application must be supported by an affidavit of the person apprehending arrest.

(3) The second paragraph of the affidavit filed in support of the application must contain the reason for the deponent to believe that he is apprehending arrest on accusation of a non bailable offence with particulars i.e. Case Crime Number, Police Station and Section(s) under which he apprehends his arrest, if the same is known to the deponent.

(4) The third paragraph of the affidavit filed in support of the application must contain an averment that the apprehended arrest

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<sup>1</sup> Inserted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

is not with reference to accusation relating to offences specified in sub- section (6) of the section 438 Cr.P.C.

(5) The fourth paragraph of the affidavit filed in support of the application must contain an averment that the deponent has not filed any previous application under section 438 Cr.P.C before this Hon'ble Court either at Allahabad or Lucknow or before any other High Court in India, pertaining to the same subject matter.

(6) The fifth paragraph of the affidavit filed in support of the application must contain information as to whether any application under section 438 Cr.P.C has been moved before the Court of Sessions having Jurisdiction. In case any such application has been moved, the status/result of that application must be disclosed and substantiated with relevant documents.

(7) The Stamp Reporter must feed the Case Crime Number and the name of the Police Station and District including Sections of apprehended accusation if the same is mentioned in the Anticipatory Bail Application.

(8) While presenting an application under Section 438 of the Code of Criminal Procedure, 1973 before the High Court, the requirement of filing affidavit as per sub-rule 2 shall be subject to the provisions applicable for filing bail applications under Rule 18. The said Rule shall, as far as practicable, be applicable for the applications under Section 438 Code of Criminal Procedure, 1973.]

**19.** <sup>1</sup>[\*\*\*\*\*]

**20.** <sup>1</sup>[\*\*\*\*\*]

**21. Revision arising out of an order of a Judge on a Sessions statement etc. :-** Where a Judge acting [under Section 397 of the Code of Criminal Procedure, 1973] directs on the perusal of a Sessions statement or a periodical return of a judgment or otherwise that the record be sent for or that notice be given to the accused to show cause why his sentence should not be enhanced, a copy of the order accompanied by all relevant extracts and references, if any, shall be sent to the

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<sup>1</sup> Omitted vide Notification No. 6/VIIIc-167, Dated 08.07.1976, published in U.P. Gazette part II dated 12.02.1977.

<sup>1</sup> Omitted vide Notification No. 680/VIIIc-2, Dated 26.11.1980, published in U.P. Gazette part II dated 11.04.1981.

Criminal Department and the case shall be registered as a revision and proceeded with accordingly.

**22. Notice :-** Notice in different classes of cases shall, unless otherwise ordered, be issued as indicated below, namely--

**(1) Appeal :-** Where an appeal has not been dismissed summarily notice of the time and place at which such appeal will be heard shall be given to--

- (i) the appellant or his Advocate, or, where the State is the appellant, to the Government Advocate, and
- (ii) where the State is not the appellant, to the Government Advocate, and, where the State is the appellant to the respondent as also to the Court appealed from.

**(2) Revision :-** Where notice has been directed to be issued, notice shall be given to the applicant, if any, or his Advocate and the Government Advocate as also to such opposite parties as may be arrayed in the application. Where the State is the applicant notice shall be given to the Government Advocate and such opposite parties as may be arrayed in the application.

Where the Court acting under Section 401 of the Code of Criminal Procedure, 1973 directs notice to be issued, notices shall be given to the Government Advocate and the accused or in a case in which there has been no conviction or acquittal, the parties affected by the order passed in the case.

**(3) Reference :-** Where notice has been directed to be issued on a reference 93[under Section 395 of the Code of Criminal Procedure, 1973], notice shall be given in accordance with the second paragraph of Clause (2).

In a reference under Section 366 of the Code of Criminal Procedure, 1973, notice shall be given to the Government Advocate and, if possible, to the accused or his guardian or Advocate.

In a reference under section 318 of the Code of Criminal Procedure, 1973, notice shall be given to the Government Advocate and, if possible, to the accused or his guardian or Advocate.

**(4) Miscellaneous Application :-** In a miscellaneous application notice shall be given to the applicant, the Government Advocate and the opposite parties and where the application is on behalf of the State to the Government Advocate and the opposite parties

Provided that no notice of an application under Section 378 (4) of the Code Criminal Procedure, 1973 need be issued to the accused opposite party.

**23. Notice to prisoner confined in jail to show-cause against enhancement of sentence :-** Where notice is sent to the officer-in-charge of a jail for service upon a prisoner confined in the jail calling upon him to show-cause why his sentence should not be enhanced it shall require such officer to serve the notice and return it along with an endorsement showing that it has been served upon the prisoner and that he has been informed that he can appear either in person or by Advocate in the High Court and that if he desires to appear in person necessary arrangements will be made by him for his presence in that court through the district magistrate. It shall further require him to indicate whether the prisoner wishes to appear in person and show-cause against his conviction or declines to appear in person or to show cause against such conviction.

**24. Rules 2 and 3 of Chapter XIV to apply to preparation of paper book :-** Except as otherwise provided in this Chapter Rules 2 and 3 of Chapter XIV shall, with necessary modifications and adaptations, apply to a paper-book in a criminal case under this Chapter.

**25. Paper-book in criminal appeal :-** Copies to be included in the paper-book of a criminal appeal (other than a jail appeal which may be heard by a Judge sitting alone) [or an appeal under section 341 (1) of the Code of Criminal Procedure, 1973 or a reference under Section 366 of the Code of Criminal Procedure, 1973] or a case in which the accused has been called upon to show-cause why his sentence should not be enhanced shall, unless otherwise ordered, be those of the following papers or such of them as may be on the record, namely--

(A) Papers relating to investigation--

(i) first information report;

(ii) confession or statement recorded under Section 164 of the Code of Criminal Procedure, 1973;

(iii) dying declaration;

(iv) injury report;

(v) report of post-mortem examination;

(vi) report of Chemical Examiner;

(vii) report of Serologist to Government of India;

(viii) record of identification proceedings; and

(ix) recovery list.

<sup>1</sup>[(x) statements U/s 161 Cr.P.C. of those witnesses, who have deposed before the Trial Court.]

<sup>5</sup>[(xi) inquest.]

(B) Papers relating to magisterial enquiry--

<sup>1</sup>Inserted vide Notification No. 48/VIIIc, dated 25.02.2019 (Correction Slip No. 263)

<sup>5</sup>Inserted vide Notification No. 26/VIIIc, dated 24.02.2020 (Correction Slip No. 265), published in U.P. Gazette, Part-I (k) dated 08.08.2020.

- (i) statement of witnesses recorded by the magistrate which have been brought on the record of the sessions court;
- (ii) examination of accused and his written statement, if any, and
- (iii) charge framed against the accused.

(C) Papers relating to proceedings before the sessions court--

- (i) amended charge;
- (ii) plea of accused;
- (iii) statements of witnesses;
- (iv) examination of accused and his written statement, if any;
- (v) important exhibits other than those included under heads A and B; <sup>2</sup>[and]
- (vi) <sup>3</sup>[\* \* \*]
- (vii) judgment.

(D) High Court Papers.

Petition of appeal.

**26. Paper-book in appeal <sup>4</sup>[under Section 341 (1) of the Code of Criminal Procedure, 1973] :-** Copies to be included in the paper-book of an appeal [under Section 341 (1) of the Code of Criminal Procedure, 1973], shall, unless otherwise ordered, be those of the following papers or such of them as may be, on the record, namely--

- (i) petition of appeal;

<sup>2</sup> Substituted vide Notification No. 680/VIIIc-2, Dated 26.11.1980, published in U.P. Gazette part-II, dated 11.04.1981.

<sup>3</sup> Omitted vide Notification No. 680/VIIIc-2, Dated 26.11.1980, published in U.P. Gazette part-II, dated 11.04.1981.

<sup>4</sup>Substituted vide Notification No. 680/VIIIc-2, Dated 26.11.1980, published in U.P. Gazette part-II, dated 11.04.1981.

- (ii) judgement or order under appeal;
- (iii) application together with annexures, if any, made<sup>1</sup>[under sub-section (1) or sub-section (2) of Section 340 of the Code of Criminal Procedure, 1973;]
- (iv) reply to such application;
- (v) affidavit filed by parties relating to the charge;
- (vi) evidence recorded at preliminary enquiry; and
- (vii) complaint made in consequence of judgment or order under appeal.

**27. Paper-book in Criminal Revision of Jail Appeal :-** Subject to Rule 25 the paper-book in criminal revision, jail appeal, or any other case not provided for shall, unless otherwise ordered, consist of High Court papers and such papers on the record of the court or courts below as may be necessary :

Provided that a typewritten paper-book shall, subject to any orders passed by the Chief Justice, be prepared in a case which may be heard by a Division Bench.<sup>2</sup>[Copies of legibly written papers may be prepared by photocopying in the paper-book.]

Where the copy of the judgment included in High Court papers is not in English or in the language of the State, a translation of such judgment in English shall also be included in the paper book.

**28.** <sup>3</sup>[\* \* \*]

**29. Paper-book in a contempt of court case :-** In a case of contempt of court, copies to be included in the paper-book, shall, as nearly as may be, be of the following papers, namely--

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<sup>1</sup> Substituted by Ibid

<sup>2</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>3</sup> Omitted by Notification No. 680/VIIIc-2, Dated 26.11.1980



(i) application or report or order with relevant annexures, if any, upon which notice was issued; and

(ii) copies of the following papers shall be added to the paper-book from time to time as occasion arises, namely--

(i) affidavit filed in the case;

(ii) orders passed by the Court.

**30. Paper-book in a reference [under Section 313 of the Code of Criminal Procedure, 1973] :-** In a reference [under Section 313 of the Code of Criminal Procedure, 1973], the paper-book shall, as nearly as may be, be as in the case of criminal appeal.

**31. Preparation of paper-book :-** In all cases in which a sentence of death has been passed or notice has been given to the accused to show cause why his sentence should not be enhanced and the offence is one in which a sentence of death may be passed or appeals under Section 374 (2) or under sub-section (1) or(2) of Section 378 of the Code of Criminal Procedure, 1973], a printed paper-book shall be prepared. In appeals under sub-section (4) of Section 78 of the Code of Criminal Procedure, 1973] and in cases covered by Rules 25, 26, 29 and 30 a typed written paper-book shall be prepared. <sup>1</sup>[Copies of legibly written papers may be prepared by photocopying in the paper-book.]

Where a reference has been made by the Court of Session [under Section 366 of the Code of Criminal Procedure, 1973], for the confirmation of the sentence of death passed by him and an appeal has also been presented by a person convicted in the same case, a single printed paper-book shall be prepared :

<sup>2</sup>[Provided that no paper-book shall be prepared in a case which may be heard by a Judge sitting alone, unless specifically directed by the court.]

<sup>1</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012 (Correction Slip No. 244)

<sup>2</sup> Amended vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

**32. Arrangement of papers in parts :-** Except in cases covered by Rule 29, before preparing a typewritten or printed paper-book the office shall remove from the records of the case the papers indicated below and arrange them as nearly as may be, in three parts :

Part I shall consist of High Court papers.

Part II shall consist of papers mentioned under heads (A), (B) and (C) of Rule 25 or under Rule 26.

Part III shall consists of the following papers, namely--

(i) police charge-sheet;

(ii) commitment order;

(iii)calendar;

(iv) opinions of assessors; and

(v) exhibits other than those included in Part II arranged in the order of their exhibit numbers.

**33. Number of printed copies of paper-book :-** Where a printed paper-book is prepared under these Rules [twenty two] copies thereof shall be printed, ten being reserved for the use of the Court.

The Registrar General may, where necessary, direct a larger number of copies to be printed.

**34. Number of copies of typewritten paper-book :-** (1) Where a typewritten paper-book is required, two copies thereof shall be prepared in a case which may be heard by a Judge sitting alone and three in other cases, one copy being given in either case to the Government Advocate for his use.

(2) The Advocate for the parties may, except in a case of contempt of court, apply for the preparation of as many copies of such paper-book as may be required for their use on payment at such rates as may be fixed by the Chief Justice from time to time. Such copies may be supplied if the Registrar General can conveniently arrange to have them prepared by the office. No application for such copies shall be considered if

made after the lapse of thirty days from the date on which the appeal is admitted [or in the case of a reference under Section 318 of the Code of Criminal Procedure, 1973], after the lapse of thirty days from the date on which such reference is received by the Court, or in a case in which notice has been given to the accused to show cause why his sentence should not be enhanced, after the lapse of thirty days from the date on which such notice is served :

Provided that the Registrar General may in his discretion allow an application for copy or copies of such paper book to be made even after the expiry of thirty days as enjoined in the Rules, if he is satisfied that the record or manuscript of the paper-book has not been sent for typing or printing.

(3) Before an application for preparation of a copy or copies of the paper-book is presented under sub-rule (2) a sum of Rs. 50 for every such copy] shall be deposited with the Cashier, who shall make an entry on the application indicating that such deposit has been made. If the amount so deposited be found to be less than the actual cost of the paper-book the Advocate concern shall pay the balance of the time of taking the paper book and if this amount is in excess of the actual cost of the paper book an unstamped application for refund of such excess may be presented to the Deputy Registrar after the amount of such cost has been ascertained. In the event of the paper book not being taken the amount of the deposit shall stand forfeited to Government after the case has been decided.

**35. Material exhibits :-** When the record of a sessions case has been received in an appeal or reference under Section 366 of the Code of Criminal Procedure, 1973 and there are material exhibits in the case, the office shall see whether the Judge has recorded an order as required by the rules contained in Chapter XIII, General Rules (Criminal), 1957 regarding such exhibits and whether the exhibits required by such order to be submitted to the High Court have been received. Any defect shall immediately be brought to the notice of the Sessions Judge. (in U.P. Gazette, dated 13th February, 1960.)

Where there are material exhibits in the case and no order as indicated above has been recorded by the Judge, his attention shall immediately be drawn to such omission and he shall be asked to state what material exhibits are fit for

submission to the High Court and in case they have not already been forwarded to the Court to submit them without delay.

**36. Custody of material exhibits :-** All material exhibits received in a case shall be examined by and kept in charge of the clerk concerned. He shall enter them in the appropriate register showing the number of the case in which and the district from which each exhibit has been received. He shall see that all such exhibits are in accordance with the list, if any, on the record of the case. Where no such list exists, he shall himself prepare one in duplicate and have it checked and signed by the Section Officer. The duplicate copy of such list shall be sent to the Court from which the exhibits have been received, the original being placed on the record of the case. Any discrepancy in the number or condition of exhibits shall immediately be brought to the notice of the Registrar General. All valuable exhibits consisting of ornaments, cash or currency notes shall be kept in an iron safe the key of which shall remain with the Registrar General or such officer as he may nominate. All exhibits shall be kept in a locked room.

**37. Application or petition by post :-** The officer-in-charge of a jail may forward an application or petition presented to him by a prisoner confined in the jail to the High Court by post. Any other application or petition received by post shall be returned for presentation either in person or through an Advocate or where the prisoner is confined in a jail through the office-in-charge of the jail concerned.

**38. Recommendation for mercy :-** In a case in which the Court makes a recommendation to the State Government for the exercise of the prerogative of mercy, a copy of the Court's judgment together with a copy of the judgment of the Court below shall be forwarded to the State Government along with a letter setting out the recommendation. Where a printed paper-book has been prepared, a copy of such paper book shall also be forwarded along with the letter.

**39. Signing of notices etc. :-** All notices, summonses and warrants issued by the Court in criminal cases shall be signed by the Registrar General or the Deputy Registrar.

**40. Registrar General to sign complaint [under Chapter XXVI of the Code of Criminal Procedure, 1973] :-** Where an order has been passed 191[under Chapter XXVI of the Code of

Criminal Procedure,1973], that a complaint be made, such complaint shall be drawn up and signed by the Registrar General after it has been approved by the Judge or Judges passing order.

**41. List of ready cases :-** A list of cases ready for hearing shall be prepared from time to time and posted on the notice-board.

**42. Adjournment on request by Government Advocate:-** In special cases if the Government Advocate is not ready or needs instruction from the district magistrate or some other authority or requires the attendance of some officer to instruct him at the time of hearing, he may apply to the Registrar General that the case may not be listed for a specified period or that a particular date be fixed for hearing. The Registrar General may thereafter fix a date after consulting the Advocate for the other party.

**43. Issue of order after decision :-** (1) Where a sentence of death has been confirmed or passed by the court, an order in the prescribed form shall be issued immediately to the Court concerned.

In a case in which a sentence has been set aside or a conviction has been reversed or there has been reduction or alteration in the nature of the sentence or an accused who is on bail has been ordered to surrender to his bail on the decision of the case, a copy of the relevant entry in the order sheet shall be issued immediately to the court concerned along with a letter in the prescribed form and an entry made in register in Form No. 59-A] :

Provided that in any case in which the accused is in jail and his conviction has been reversed and/or sentence of imprisonment has been set aside or reduced to the period already undergone or altered into one of fine only, a copy of the relevant entry in the order-sheet together with a release order in prescribed Form No. 59-B under the signature of the Deputy Registrar (Judicial) and the seal of the Court shall be sent to the Superintendent or the Officer-in-charge of the jail in which the accused is in confinement directing him to release the accused, if not required in any other case, and the fact of such release shall be communicated to the trial Court as early as possible :

Provided further that when a release order is issued to a jail outside the district, the Deputy Registrar (Judicial) shall simultaneously give an intimation about its dispatch by radiogram to the Superintendent or the Officer-in-charge of the jail concerned.

A copy of the judgment shall in every such case be certified to the Court concerned in due course.

(2) In other cases an order in the appropriate form shall be issued to the court concerned as soon as the judgment or order of the court has been received in the office and shall be accompanied by a copy of such judgment or order.

**44. Copy of judgment to be sent to magistrate :-** Where in a case decided by the Court the proceedings of a magistrate were under consideration an additional copy of the judgment shall be sent to the Sessions Judge for being forwarded to the magistrate concerned through the Chief Judicial Magistrate, Chief Metropolitan Magistrate or District Magistrate, as the case may be.

**45. Copy of paper-books to be forwarded to Government in case of sentence of death:-** In a case in which a sentence of death has been confirmed or passed by the Court or where a sentence has been enhanced to one of death two copies of the printed paper-book along with two copies of the Court's judgment shall be forwarded to the State Government. Where no printed paper-book has been prepared, the original paper-book containing the proceedings of the Court below shall be forwarded along with two copies of the Court's judgment to the State Government with a request that the original paper-book be returned when no longer required.

<sup>1</sup>**[45-A.** In compliance of the directions contained in the decision of criminal appeals/ Government appeals/ Revisions (where conviction has been maintained, sentence awarded or modified), a register in the following form shall be maintained by the office. Initially, the entries in the register shall be made in respect of criminal appeals and Government appeals decided since 01.01.2001 onwards. In respect of criminal revisions, the register shall be opened with effect from 01.01.2006. For different

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<sup>1</sup> Added by Noti. No. 140/VIII-C-2, Correction Slip No. 236 dt. 16.5.2006 published in the UP Gazette Part 2 dt. 27.5.2006 (w.e.f. 27.5.2006).

nature of matters i.e. criminal appeals, Government appeals and revisions separate registers shall be maintained. Such registers shall be put up before an Hon'ble Judge of the Court to be nominated by the Hon'ble Chief Justice in the first week of every quarter of calendar year

(SPECIMEN FORM)

*Compliance Register in respect of Criminal Appeals/Government Appeal/Revisions*

No. of Criminal Appeals/ Government Appeals/ Criminal Revision	District/ Police Station	Session Trial No. Lower Appellate Court's case No.	List of High Courts Final Order	Date of Communication of the High Court's order to the Court below	Date of Receipt Of Compliance report	Date of issuance of reminder(s) in case of non-compliance	Remarks
1	2	3	4	5	6	7	8]

**CHAPTER XIX** <sup>1</sup>[ \* \* \* ]

**CHAPTER XX**

**EXAMINATION OF JUDGMENTS OF SESSIONS JUDGES**

**1. Submission of judgment in sessions trials to Judges:-** (1) Copies of judgments in sessions trials received monthly from Sessions Judges shall remain with the Superintendent, Criminal Department, for two months from the last date of the month in which such judgments are received and shall thereafter be submitted without delay to Judges for perusal and orders in groups as approved by the Judge in the Administrative Department. The same group shall be submitted to one and the same Judge for two consecutive months. Before such judgments are submitted to Judges, they shall be duly entered in the appropriate register and a note made on each judgment after an examination of relevant registers whether an appeal or application for revision from such judgment has been received or filed in Court. Where no appeal lies to the High Court, a note shall be made on the judgment to that effect.

<sup>1</sup> Ch. XIX deleted by Noti.No. 660/VIII-C-2, dated 21.11.1980, published in U.P. Gazette, Part II, dated 7.2.1981, p. 8. Correction slip no. 211.

Judgments shall be submitted to Judges in separate batches under appropriate heads.

(2) Such judgments shall not be submitted to the Chief Justice or the Judge in the Administrative Department.

(3) During the vacation such judgments shall be submitted only to Judges sitting during the vacation in equal proportions.

**2. Orders by the Judge :-** Where a Judge on a perusal of a judgment directs that the record be sent for or notice issued, the appropriate procedure prescribed in these rules shall be followed. If the order passed by the Judge contains a criticism of the judgment, it shall be put up before the Registrar General for necessary orders.

**3. Register of submission of judgments to Judges:-** The Superintendent, Criminal Department, shall make a note in the appropriate register of the date of submission of each judgment to the Judge concerned and shall within two months from such date obtain from that Judge its return together with his order, if any, thereon and shall also record the date of such return in the register.

## **PART IV ENFORCEMENT OF FUNDAMENTAL RIGHTS (CHAPTERS XXI AND XXII)**

### **CHAPTER XXI**

#### **WRIT IN THE NATURE OF HABEAS CORPUS UNDER ARTICLE 226 OF THE CONSTITUTION**

**1. Application :-** (1) An application under Article 226 of the Constitution for a writ in the nature of habeas corpus except against private custody, if not sent by post or telegram shall be made to the Division Bench appointed to receive applications or, on any day on which no such Bench is sitting, to the Judge appointed to receive applications in civil matters. In the latter event, the Judge shall direct that the application be laid before a Division Bench for orders.

(2) The application shall set out consciously in numbered paragraphs the facts upon which the applicant relies and the grounds upon which the Court is asked to issue a direction,



order or writ, and shall conclude with a prayer stating clearly, so far as the circumstances permit, the exact nature of the relief sought. It shall also state whether any previous application was moved by or on behalf of the person restrained, and, if so, with what result :

Provided that an application under Article 226 of the Constitution in the nature of habeas corpus directed against private custody shall be made to the single Judge appointed by the Chief Justice to receive such an application.

**2. Application by post or telegram :-** The application if received by post or telegram shall be put up as soon as possible before the Bench concerned for orders.

**3. Contents of application and affidavit :-** The application shall be accompanied by an affidavit of the person restrained verifying the facts stated therein by reference to the numbers of the paragraphs of the application containing the facts :

Provided that where the affidavit is made by a person other than the person restrained, such affidavit shall also state the reason why the person restrained is unable to swear the affidavit himself.

The affidavit filed under this rule shall be restricted to facts which are within the deponent's own knowledge :

Provided that subject to such orders that may be passed by the Bench concerned in this behalf, this rule shall not apply to an application made by post or telegram.]

**4. Application by a Court-martial or any Commissioner:-** Where the application is on behalf of a Court-martial or any Commissioner it may be in the form of a letter addressed to the Registrar General setting out the circumstances in which the order is sought and need not be accompanied by an affidavit. The Registrar General shall lay the letter as soon as possible before a Division Bench for orders.

**5. Contents of application for a change in custody for purposes of trial of a prisoner:-** Where the application is for an order 197[that a prisoner within the Court's appellate

criminal jurisdiction be removed from one custody to another for the purpose of trial] the affidavit accompanying it shall state in whose custody the prisoner is detained, to what other custody it is proposed to remove him and the reason for the change of custody. Before any orders are passed, notice of such application shall also be served upon the prisoner and he shall be given an opportunity to be heard against such application.

**6. Warrants :-** In case in which the Court orders any person in custody to be brought before it, or before a Court-martial, or before any Commissioner, or to be removed from one custody to another, a warrant shall be prepared and signed by the Registrar General and sealed with the seal of the Court.

**7. Service of warrant :-** Such warrant shall, where the person is under detention in a jail, be forwarded by the Registrar General to the Officer-in-charge of the jail in which the prisoner is confined; in every other case the warrant shall be served upon the person to whom it is directed personally or otherwise as the Court may direct.

**8. Notice :-** If the Court does not find sufficient reasons to admit the application, it may reject it. Where the application is not so rejected, notice thereof shall be served upon the person against whom the order is sought calling upon him to appear on a day to be named therein to show cause why the application should not be granted, and if the Court so orders, the notice may direct such person at the same time to produce in Court the body of the person alleged to be illegally or improperly detained then and there to be dealt with according to law.

The Court may also order that notice of the application be served upon such other person or persons as it may consider proper. A notice issued under this rule shall, if the Court so directs, be accompanied by copies of the application and the affidavit, the copies being supplied by the applicant.

**9. Order on application :-** After the service of notice, on the day fixed for hearing or on any subsequent day to which the hearing may be adjourned if no cause is shown or if cause is shown and disallowed, the Court shall, in the case of a person found to be illegally or improperly detained, pass an order that he be set at liberty or delivered to the person entitled to his

custody. In other cases the Court shall pass such orders as the circumstances of the case may require. If cause is allowed, the application shall be dismissed. The order for release made by the Court shall be a sufficient warrant to any galore or other public servant or other person for the release of the person under restraint.

**10. Procedure:-** All questions arising for determination under this Chapter shall be decided ordinarily upon affidavits, but the Court may direct that such questions as it may consider necessary be decided on such other evidence and in such manner as it may deem fit and in that case it may follow such procedure and pass such orders as may appear to it to be just.

**11. Costs :-** In disposing of an application under this Chapter the Court may make such order as to costs as it may consider just.

**12. Communication of orders :-** Any orders passed by the Court shall be communicated for compliance to such person or persons as may be necessary.

## CHAPTER XXII

### DIRECTION, ORDER OR WRIT UNDER ARTICLE 226 <sup>1</sup>[AND ARTICLE 227] OF THE CONSTITUTION OTHER THAN A WRIT IN THE NATURE OF HABEAS CORPUS

**1. Application :-** (1) An application for a direction or order or writ under Article 226 <sup>2</sup>[and Article 227] of the Constitution other than a writ in the nature of habeas corpus shall be made to the Division Bench appointed to receive applications or, on any day on which no such Bench is sitting, to the Judge appointed to receive applications in civil matters. In the latter event the Judge shall direct that the application be laid before a Division Bench for orders:

Provided that an application under Article 226 <sup>3</sup>[and Article 227] of the Constitution questioning a judgment, decree or

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<sup>1</sup>Inserted vide Notification No. 450 /VIIIc-2 ( Correction Slip No. 235) dated 16.9.2005, published in U.P. Gazette Part II dated 24.9.2005.

<sup>2</sup>Inserted vide Notification No. 450 /VIIIc-2 ( Correction Slip No. 235) dated 16.9.2005, published in U.P. Gazette Part II dated 24.9.2005.

<sup>3</sup>Inserted vide Notification No. 450 /VIIIc-2 ( Correction Slip No. 235) dated 16.9.2005, published in U.P. Gazette Part II dated 24.9.2005.

order made or purported to be made by revenue Courts including the Board of Revenue arising out of any proceeding under the United Provinces Land Revenue Act, 1901, or the U.P. Tenancy Act 1939, or the Uttar Pradesh Zamindari Abolition and Land Reforms Act, 1950, or the Uttar Pradesh Urban Areas Zamindari Abolition and Land Reforms Act, 1956, or the Jaunsar Bawar Zamindari Abolition and Land Reforms Act, 1956, or the Kumaun and Uttar Khand Zamindari Abolition and Land Reforms Act, 1960, or any order or judgment of any authority constituted under the U.P. Consolidation of Holdings Act, 1953 including the Director of Consolidation, shall be presented to a Judge sitting alone and appointed to receive such applications and those already presented to the Division Bench shall be heard by a Single Judge.

Where an ad interim order is sought, a separate application, after furnishing its copies and copies of all documents in support of the plea for such interim order to the other side against whom the order is sought, shall be made for the purpose. Such application need not be supported by another affidavit unless it is based on the facts which are not stated in the affidavit accompanying the writ petition:

Provided that the Court may, on being satisfied about the urgency of matter, dispense with the furnishing of copies of the application and other papers in support thereof to the other party: (\*Subs. by notification no.728/VIII-C-2, dated 26.5.2005, vide correction slip no.233, published in the U.P. Gazette, Part-II dated 11.6.2005)

Provided still further that where any party against whom an interim order whether by way of injunction or stay, or in any other manner, is made on, or in any proceedings relating to, a writ petition-

- (a) without furnishing to such party copies of such petition and all documents in support of the plea for such interim order; and
- (b) without giving such party an opportunity of being heard, makes an application to the Court for the vacation of such order and furnishes a copy of such application

to the party in whose favour such order has been made, or the counsel of such party, the Court shall dispose of the application within a period of two weeks from the date on which it is received or from the date on which the copy of such application is so furnished, whichever is later, or where the Court is closed on the 1<sup>st</sup> day of that period, before the expiry of the next day afterwards on which the Court is open; and if the application is not so disposed of, the interim order shall, on the expiry of that period, or, as the case may be, the expiry of the said next day, stand vacated].

(2) The application shall set out concisely in numbered paragraphs the facts upon which the applicant relies and the grounds upon which the Court is asked to issue a direction, order or writ, and shall conclude with a prayer stating clearly, so far as the circumstances permit, the exact nature of the relief sought. The application shall be accompanied by an affidavit (or affidavits) verifying the facts stated therein by reference to the numbers of the paragraphs of the application containing the facts.

All corrections and alterations in the application shall be initialed by the Oath Commissioners before whom such affidavit (or affidavits) is (or are) sworn.

Such affidavit (or affidavits) shall be restricted to facts which are within deponent's own knowledge and such affidavit shall further state whether the applicant has filed in any capacity whatsoever, any previous application or applications on the same facts and, if so, the orders passed thereon.

<sup>1</sup>[(3) Where objection is taken to any judgment or order of a court or an officer thereof the application shall be accompanied by a copy of such judgment or order and where there has been an appeal or revision from such judgment or order also by a copy of the judgment or order of the higher court.

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<sup>1</sup> Added vide Notification No. 278/VIIIc-2 (Correction Slip No. 233) dated 26.5.2005, published in U.P. Gazette Part II dated 11.6.2005 and its Corrigendum No.12501/2005 dated 16.9.2005.

- (i) The petitioner(s) shall categorically state in the opening paragraph of their Application, Affidavit, Petition, etc. that no Writ Petition, Application, including review Application, etc. or any other proceedings arising from or related to the impugned order or the relief sought before this Court has been filed or is pending to the best of his knowledge before this Court, at Allahabad or Lucknow or any Court/Authority, Tribunal, etc.
- (ii) If there is any related proceeding pending elsewhere, the full details thereof shall be mentioned.
- (iii) In continuation, in a subsequent paragraph a categorical statement shall be made by the petitioner(s), Applicant(s) etc. to indicate whether Petitioner(s), Applicant(s) etc. 'have received' or 'not received' notice, information or copy of any caveat application by Registered Post or otherwise from any of the opposite parties or from any other source.
- (iv) Any substantial omission or misstatement in the above regard shall render the application liable to be dismissed summarily.]

<sup>2</sup>[(3 A) In addition to satisfying the requirements of the other rules in this Chapter, the petitioner seeking to file a Public Interest Litigation, should precisely and specifically state, in the affidavit to be sworn by him giving his credentials, the public cause he is seeking to espouse; that he has no personal or private interest in the matter; that there is no authoritative pronouncement by the Supreme Court or High Court on the question raised; and that the result of the Litigation will not lead to any undue gain to himself or anyone associated with him, or any undue loss to any person, body of persons or the State.]

(4) Where the Government or an officer or department of the Government, or a Court, or a Tribunal, Board, Commission or other body appointed by the Government is an opposite party named in the application, the applicant shall before presenting the application serve notice of motion upon the Government Advocate in, criminal matters and upon Standing

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<sup>2</sup> Added vide Notification No. 105/VIIIc-2, (Correction Slip No. 241) dated 01.05.2010. Added in terms of Judgment passed by Supreme Court in C.A. No. 1134-35/2002, State of Utranchal Vs B.S. Chaufal and Other.

Counsel, if he is authorised to receive notice on behalf of such opposite party, in other matters along with as many copies of the application, affidavit and other papers accompanying it as may be equal to the number of parties to be represented by the Government Advocate or the Standing Counsel, as the case may be, and one extra copy for the use of the Government Advocate or the Standing Counsel naming therein the day for the making of the motion. The application shall indicate that such notice of motion has been served. There shall be at least <sup>1</sup>[twenty four hours] between service of notice of motion and the day named therein for the making of the motion except where the matter is one of urgency and permission of the court is obtained for making such motion earlier.

<sup>2</sup>[But no order shall be made on motion/application unless one clear day has lapsed between presentation of such application/motion and hearing of the same. However, in the matter of urgency Court may dispense with such requirement.]

*Note :-* The word Government, in the above sub-rule also refers to those departments of the Union of India for which a Standing Counsel has been duly appointed.

<sup>3</sup>[(4-A) Where the motion is intended to be made on a day other than the one named in the notice of motion referred to in sub-rule (4), another notice mentioning the date for the making of the motion shall be served, at least two clear days before the Government Advocate or the Standing Counsel, as the case may be. The application shall indicate that such notice of motion has been served].

<sup>4</sup>[Provided further that such another notice mentioned under this sub-rule, if not served within the period of six months from the first notice, the notice and motion shall be deemed to have lapsed. Thereafter a new notice of motion will be necessary.]

**2. Notice :-** (1) If the court does not find sufficient reasons to admit the application it may reject it. Where the application is

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<sup>1</sup>Substituted for “fourteen clear days” by Notification No. 96/II A-2, dated 19.02.1976, published in U.P. Gazette Pt-II dated 30.07.1977.

<sup>2</sup>Inserted vide Notification No. 583/VIII-C-2 dated 13.12.2000 (C.S No. 231) published in U.P. Gazette Pt IV Section (ka) dated 13.12.2000.

<sup>3</sup>Added vide Notification No. 147/VIIIC-141 dated 12.04.1971 published in U.P. Gazette Pt II dated 29.05.1971.

<sup>4</sup> Added vide Notification No. 30/VIIIC-141, dated 20.02.2013 (Correction Slip No. 245)

not so rejected, notice thereof shall be served on such opposite parties named in the application and on such other persons, if any, as the Court may direct:

Provided that unless the Court otherwise directs it shall not be necessary to serve any notice on the parties represented by the Government Advocate or the Standing Counsel as the case may be:

<sup>1</sup>[Provide further that unless otherwise directed by the Court, the notice to other parties shall be issued by Registered post with acknowledgment due/speed post.]

Provided <sup>2</sup>[still] further that where notice of motion has already been served upon the Government Advocate or Standing Counsel, as the case may be, and there is no other party to be served, the court may dispose of it on the merits at the very first hearing.

(2) Where the application relates to any proceeding in or before a court and the object is either to compel the court or an officer thereof to do any act in relation to such proceeding or to quash it or any order made therein, notice thereof shall also be served on such court or officer as well as the other parties to such proceeding, and where any objection is taken with respect to the conduct of a Judge, also on the Judge.

(3) If at the hearing of the application the court is of opinion that any person who ought to have been served with notice of the application has not been so served. the Court may order that notice may also be served on such person and adjourn the hearing upon such terms, if any, as the Court may consider proper.

(4) Every notice under this Rule shall be accompanied by copies of the application and the affidavit, such copies being supplied by the applicant.

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<sup>1</sup>Added vide Notification No. 278/VIIIc-2 (Correction Slip No. 233) dated 26.5.2005, published in U.P. Gazette Part II dated 11.6.2005 and its Corrigendum No.12501/2005 dated 16.9.2005

<sup>2</sup>Added vide Notification No. 278/VIIIc-2 (Correction Slip No. 233) dated 26.5.2005, published in U.P. Gazette Part II dated 11.6.2005 and its Corrigendum No.12501/2005 dated 16.9.2005.



(5) The opposite party shall at the time of putting in appearance through counsel or otherwise file in Court his registered address. In default address given in the proceeding by the other side will be deemed his registered address.

(6) Order III, Rule 4, C. P. C. shall apply to proceedings under this Chapter].

**3. Conditions as to costs or giving of security before issue of notice :-** The Court may, before issuing notice of the application, impose upon the applicant such terms as to costs or the giving of security as it may think fit.

**4. Application to be heard not less than eight clear days after service of notice :-** Unless the court otherwise directs, the application shall be heard not less than eight clear days after the service of notices issued under Rule 2.

Unless otherwise ordered, the counter-affidavit shall be filed not more than three weeks after the service of notice and the rejoinder thereto shall be filed not more than two weeks after the service of the copy of such counter-affidavit on the applicant.

**<sup>1</sup>[5. Lodging of Caveat :-** (1) Where an application is expected to be made or has been made, any person claiming the right to oppose such an application, may, either personally or through his counsel, lodge a caveat in the Court in respect thereof.

(2) The caveator shall serve a notice of the caveat by registered post, acknowledgment due, on the person by whom the application is expected to be made and submit proof of service in Court.

(3) After the caveat has been lodged and notice thereof has been served on the applicant's counsel, the applicant shall forthwith furnish to the caveator or his counsel, at the caveator's expense, with a copy of the application as well as any miscellaneous application made therein for interim relief.

(4) Where a caveat has been lodged and notice thereof has been served, the applicant shall when presenting the

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<sup>1</sup>Subs. By Noti. No. 276/VIII-C-2, dt. 04.07.1989, published in U.P. Gazette, Pt II dt. 26.08.1989.

application in Court, furnish proof of having given prior notice in writing to the caveator's counsel of the date on which the application is proposed to be presented.]

<sup>2</sup>[(5) Where a Caveat has been lodged under sub-rule (1), such Caveat shall not remain in force after expiry of 90 days from the date on which it was lodged. This, however, shall not preclude an applicant from filing a fresh Caveat.]

**5-A. Hearing of persons not served with notice.-** At the hearing of the application, any person who desires to be heard in opposition to the application and appears to the Court to be a proper person to be heard, may be heard notwithstanding that he has not been served with notice under rule 2.

**6.** [Deleted].

**7. No second application on same facts.-** Where an application has been rejected, it shall not be competent for the applicant to make a second application on the same facts.

**8. Procedure :-** All questions arising for determination under this Chapter shall be decided ordinarily upon affidavits, but the court may direct that such questions as it may consider necessary, be decided on such other evidence and in such manner as it may deem fit and in that case it may follow such procedure and may pass such order as may appear to it to be just.

**9. Costs :-** In disposing of an application under this Chapter the Court may make such order as to costs as it may consider just.

**10. Communication of orders :-** Any order passed by the Court shall be communicated for compliance to such person or persons as may be necessary.

**11. Transmission of order or costs for execution :-** Where costs have been awarded by the Court in a Writ Petition or in a special appeal from an order passed on a writ petition, but have not been paid, the person entitled to them may apply to the Court for execution of the order. The application shall be accompanied by an affidavit stating the amount of costs

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<sup>2</sup>Added by Notification No. 104/VIIIc-2 dated 7<sup>th</sup> August,2008, Correction Slip No. 238, published in U.P. Gazette Part-I dated 23<sup>rd</sup> August,2008.

awarded and the amount remaining unpaid. The Court may direct the order to be sent to the District Court of the district in which the order is to be executed. The order may be executed by such court as if it is a decree for costs passed by itself]or be transferred for execution to any subordinate court.

**12. Notice to Standing counsel for Gaon Sabha cases:-**

The provisions contained in sub-rule (4) of Rule 1 and 2 with regard to the Government and the Standing Counsel shall also apply mutatis mutandis to the Goan Sabhas and the counsel appointed by the Government for conducting Gaon Sabha cases.

**13. Return of documents :-** Except for a copy of impugned order/judgment, any document filed with a writ petition or with its affidavits may, after the disposal of the writ petition and after the expiry of the period allowed for filing special appeal/an application for a certificate of fitness for appeal to the Supreme Court or an application made to the Supreme Court itself for special leave to appeal, and in case of special appeal, an application for a certificate of fitness for appeal to the Supreme Court and an application made to the Supreme Court itself for special leave to appeal being filed after their disposal, be returned to the party or his counsel on his making an application in that behalf :

Provided that even during the pendency of the writ petition, special appeal/an application for a certificate of fitness for appeal to the Supreme Court and an application made to the Supreme Court itself for special leave to appeal, an original document accompanying the petition may be returned if a certified copy thereof is supplied and the party or his counsel gives an undertaking in writing that the original shall be produced if and when required by the Court :

Provided further that the copy of the impugned order shall be returned only when the writ petition is itself ordered to be returned].

**PART V-APPEAL TO THE SUPREME COURT OF INDIA**

**<sup>1</sup>[CHAPTER XXIII**

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<sup>1</sup>Substituted vide Notification No. 472/VIIIc (Correction Slip No. 268) dated 28.07.2021 published in the official Gazette dated 02.10.2021.

## **Section 'A' - Cases other than Criminal Cases**

### **1. Application for leave to Appeal to the Supreme Court.- (1)**

A party desiring to appeal to the Supreme Court may apply orally for a Certificate in terms of Article 134-A of the Constitution of India immediately after the pronouncement of the judgment by the Court and the Court may, as soon as may be, after hearing the parties or their counsel, grant or refuse the same.

Provided that if an oral application for Certificate for leave to appeal under sub-rule (1) is made and rejected, no written petition shall lie.

(2) Nothing in sub-rule (1) shall affect the power of the Court to grant the said Certificate on its own motion.

**2. Form of Certificate.-** The Registrar shall, on order of the Court directing grant of Certificate, suo motu or otherwise, issue a Certificate in Form No. 69 within three days of passing of the order.

**3. Consolidation of appeals.-** In view of Rule 5 of Order LV of the Supreme Court Rules, 2013, no application for consolidation of appeals will be entertained by this Court.

**4. Procedure for amending record after Certificate is granted.-** An application for amendment of the record of the appeal by adding or substituting parties will not be entertained by the Court after the date of the order granting the Certificate and the parties desiring such amendment shall be required to move the Supreme Court in that behalf.

### **5. Service of notice in certain cases upon Advocates.- (1)**

When a party has been represented at the hearing of the appeal by an Advocate, unless the Vakalatnama of such Advocate has been cancelled with the sanction of the Court, such Advocate shall accept service of the notice in the following cases, and the service of notice in such cases on the Advocate shall be deemed sufficient notice:

(a) of lodgment of petition of appeal; or

(b) for inspecting the record and filing the list of documents; or

(c) for making deposit for the costs of transmission of the original record; or

(d) for the preparation of transcript of the record in English and for its transmission; or

(e) for the preparation and transmission of the printed transcripts of the record or photocopies thereof.

(2) Service of notice upon the Advocate-on-Record of the appellant in the Supreme Court shall be deemed sufficient service under this Chapter.

**6. Procedure on receipt of the notice of lodgment of appeal in the Supreme Court.-** (1) On receipt of copy of the petition of appeal from the Supreme Court, a notice of the lodgment of the petition of appeal shall be served on the respondent(s).

(2) As soon as the notice as aforesaid is served on the respondent(s), a certificate as to date or dates on which the said notice was served shall be sent to the Supreme Court.

**7. Summoning of record.-** The record of the case shall be summoned from the Court below, if the same is not already in the Court.

**8. Notice for filing a list of documents.-** (1) On receipt of the record, if any, or otherwise, the Registrar shall cause a notice to be issued to the appellant calling upon him to file, within four weeks of the service of the said notice on him, a list of the documents which he proposes to include in the paper book, a copy whereof shall be served on the respondent.

(2) The Registrar shall also cause a notice to be issued to the respondent intimating him the fact that a notice has already been issued to the appellant for filing the list of documents. The notice shall require the respondent to file within three weeks of the service on him of the said list, a list of such additional documents as he considers necessary for the determination of the appeal.

**9. Settling of index.-** (1) After the expiry of the time fixed for the filing of the list of additional documents by the respondent, the Registrar shall fix a day for the settlement of the list (hereinafter referred to as the index) of documents to be included in the appeal record and shall give notice thereof to the parties.

(2) In settling the index, the Registrar, as well as the parties concerned, shall endeavour to exclude from the record all documents that are not relevant to the subject-matter of the appeal and generally to reduce the bulk of the record as far as practicable.

**10. Procedure where respondent objects to inclusion of documents.-** Where the respondent objects to the inclusion of a document on the ground that it is not necessary or is irrelevant and the appellant nevertheless insists upon its inclusion, the record as finally printed shall, with a view to subsequent adjustment of cost of or incidental to the printing of the said document, indicate in the index of the paper book or otherwise the fact that the respondent has objected to the inclusion of the document and that it has been included at the instance of the appellant.

**11. Procedure where appellant objects to the inclusion of document.-** (1) Where the appellant objects to the inclusion of a document on the ground that it is not necessary or is irrelevant and the respondent nevertheless insists upon its inclusion, the Registrar, if he is of the opinion that the document is not relevant, may direct that the said document be printed separately at the expenses of the respondent and require the respondent to deposit within such time as he may prescribe, the necessary charges therefor.

(2) If the amount so deposited is found insufficient, the Registrar may call upon the respondent to deposit additional amount or amounts within such further time as he may deem necessary.

(3) The question of the costs thereof will be dealt with by the Supreme Court at the time of the determination of the appeal.

**12. Estimate of costs of the preparation of the transcript of record, etc.—** (1) As soon as the index of the record is settled, the Registrar shall cause an estimate of the costs of the preparation of the record to be prepared and served on the appellant and require him to deposit, within 30 days of such service, the said amount. Such costs shall include the costs of transmission of transcript and translation, if any. The appellant may deposit the said amount in lump sum or in such installments as the Registrar may prescribe.

(2) After meeting the costs of the preparation and transmission of the record, the balance of the deposit, if any, shall be refunded to the appellant.

**13. Where record is printed for appeal before the Court, no fresh transcript necessary.—** Where the record has been printed for the purpose of the appeal before the Court and sufficient number of copies of the said printed record is available, no fresh transcript of the record shall be necessary except of such additional papers as may be required.

**14. Registrar may call for additional deposit if deposit made is insufficient.—** If at any time during the preparation of the record the amount deposited is found insufficient, the Registrar shall call upon the appellant to deposit such further sum as may be necessary within such further time as may be deemed fit, but not exceeding twenty eight days in the aggregate.

**15. Procedure on appellant making default in making deposit.-** (1) Where the appellant fails to make the required deposit, the preparation of the record shall be suspended and the Registrar shall not proceed with the preparation thereof without an order in this behalf of this Court.

(2) The Court may give such accommodation in the matter of time for making the deposit as it deems proper and if the appellant continues the default in spite of the orders of this Court, the Registrar shall obtain an order from the Court for reporting the default to the Supreme Court and report accordingly.

**16. Preparation of record.-** (1) Unless the Supreme Court so directs, the record shall not be printed or photocopied in this Court.

(2) Where the Supreme Court directs that the record be printed in this Court, the same shall be printed in accordance with the rules contained in the First Schedule to the Supreme Court Rules, 2013.

(3) Where the paper-book pertaining to the appeal is not likely to consist of more than 200 pages, the Registrar may, instead of having the record printed, have it photocopied.

(4) Unless a party informs its requirements before the printing or the photocopying is undertaken, each party shall be entitled to three copies of the record for its use.

(5) Where the records are printed for the purpose of the appeal before this Court and the said record be in English, this Court shall prepare 10 extra copies in addition to the number of copies required by this Court for use in the Supreme Court.

**17. Certification of record.-** The Registrar shall, when the record has been made ready, certify the same and give notice to the parties of the certification of the record and append to the record a certificate showing the amount of expenses incurred by the party concerned for the preparation of the record.

**18. Translation of papers.-** All documents included in the list which are not in English and are not already translated shall be translated into English. All such translations shall be made or certified as correct by one of the Court translator.

**19. Where depositions of witnesses are to be translated.—** The deposition of witnesses in the original languages shall not be translated in cases in which the notes of the substance of the depositions are taken in English by the Courts below, unless any one of the parties desires and shows sufficient cause to the Registrar that particular depositions should be translated and the Registrar orders that they should be translated.

**20. Procedure where parties disagree in regard to translations. —** The parties shall be invited from time to time to inspect the translations, and in case of disagreement, the points in dispute, which must be stated in writing, shall be submitted within one week to the Registrar for his decision, and the Registrar, after perusal of the same, shall decide the point in dispute. The writings submitted by the parties mentioning the points in dispute with the decision of the Registrar noted thereunder shall form part of the record.

**21. Rate of fees for preparation of the transcript, printing, photocopying and translation of record.—** For preparing the transcript of record (and for printing or photocopying the same, where it is required to be printed or photocopied) fees shall be charged on following rates-



- (a) An estimating fee of Rs. 16 in Court fee labels shall be paid by the appellant along with the list of documents filed under Rule 8.
- (b) Translating Hindi or Urdu portions of record - Rs. 4 for every page or part thereof.
- (c) Examining Hindi or Urdu portions of record already translated - Rs. 2 for every page or part thereof.
- (d) Translation of portions of record in other languages – Rs. 6 for every page or part thereof.
- (e) Examining portion of record of other languages already translated - Rs. 3 for every page or part thereof.
- (f) Photocopying of documents for preparation of the transcript of the record - Re. 1 for every page or part thereof.
- (g) Comparing copies of documents for the preparation of transcript of the record. - Re. 1 for every page or part thereof.
- (h) Writing Head-Notes to documents in the transcript of the record.- Re. 1 for each head note.
- (i) Preparation of Index. - Re. 1 per item.
- (j) Examination of proofs where the record is required to be printed or photocopied. - Re. 1 for every page printed or photocopied.
- (k) Certifying of transcript of the record or of printed or photocopied record by the Deputy Registrar. - Re. 1 for every 10 pages or part thereof.
- (l) Printing charges. - Actual cost not less than Rs. 7 per page.
- (m) photocopying charges – Rs. 2 per page or part thereof.

**22. Transmission of original record and transcript thereof.-**

(1) The Registrar shall, if specifically ordered by the Supreme Court, transmit, at the expense of the appellant, the original record of the case, including the record of the Courts below, to the Supreme Court.

(2) The Registrar shall, where the proceedings from which the appeal arises were had in courts below in a language other than English, within six months from the date of the service on the respondent of the notice of petition of appeal, transmit to the Supreme Court in triplicate a transcript in English of the record proper of the appeal to be laid before the Supreme Court, one copy of which shall be duly authenticated by appending the certificate to the same under his signature and the seal of this Court.

(3) The Registrar shall also append to the transcript the certificate as mentioned in Rule 17.

**23. Procedure regarding investigation of indigency of applicant to the Supreme Court.-** When an order of the Supreme Court, under Rule 3 of Order XVIII of the Supreme Court Rules, 2013, directing investigation into the indigency of an applicant is received, it shall be laid before the Court for orders as to whether the necessary investigation in the matter is to be made, after notice to the interested parties, by the Court itself or by a Court subordinate to it. The Court shall submit a report thereon to the Supreme Court within such time as may be fixed by the order made by the Supreme Court:

Provided that in the latter case, the Court shall, while forwarding the findings of the subordinate Court to the Supreme Court, record its own opinion therein.

**24. Taking of evidence in case of dispute as to legal representative.-** Where it becomes necessary to take evidence in order to determine whether any person is or is not proper person to be substituted, or entered, on the record in place of, or in addition to, the party on record, the court may either take such evidence itself or direct any lower court to take such evidence and to return it together with its findings and reasons and take such findings and reasons into consideration in determining the questions.

**25. Notice when not required.-** Nothing in this chapter requiring any notice to be served on or given to an opposite party or respondent shall be deemed to require any notice to be served on or given to the legal representative of any deceased opposite party or deceased respondent in a case, where such opposite party or respondent did not appear either at the hearing in the

Court whose decree is complained of or at any proceedings subsequent to the decree of that Court.

### **Section 'B' – Criminal Cases**

**26. Application for leave to Appeal to the Supreme Court.-** (1) A party desiring to appeal to the Supreme Court may apply orally for a Certificate in terms of Article 134-A of the Constitution of India immediately after the pronouncement of the judgment by the Court and the Court may, as soon as may be, after hearing the parties or their counsel, grant or refuse the same:

Provided that if an oral application for Certificate for leave to appeal under sub-rule (1) is made and rejected, no written petition shall lie.

(2) Nothing in sub-rule (1) shall affect the power of the Court to grant the said Certificate on its own motion.

**27. Cost of preparation, transmission etc. of the transcript of record.-** Except as otherwise ordered by the Supreme Court, the preparation of the transcript of the record (and of the printed or the photocopied record, where the same is required to be printed or photocopied) and the transmission thereof shall be at the expense of the appellant:

Provided that in appeals involving sentence of death, the record shall be printed at the expense of the State.

**28. Preparation of record.-** (1) Where the records are printed for the purpose of the appeal before this Court, the Court shall prepare 10 extra copies in addition to the number of copies required by the Court for use in the Supreme Court, if the said record be in English.

(2) Where the record has been printed for the purposes of appeal before this Court, all available copies of the printed record except one, if the record be in English, shall be dispatched to the Supreme Court along with the entire original record, including the records of the Court below. One of such copies shall be duly authenticated by the Registrar:

Provided that in criminal appeals other than those involving sentence of life imprisonment or death penalty, the original record of the case, including the record of the Courts below, shall

be dispatched only when specifically ordered by the Supreme Court.

(3) As soon as the record is ready, the Registrar shall give notice thereof to the parties to the appeal and send to the Registrar of the Supreme Court a certificate as to date or dates on which the notice has been served.

(4) Where the appellant fails to take necessary steps to have the record prepared and transmitted to the Supreme Court with due diligence, the Registrar shall report the default to the Registrar of the Supreme Court.

**29. Number of copies to be printed where record is directed to be printed.-** In the event of the Supreme Court ordering the printing of the record under the supervision of the Registrar of this Court, he shall dispatch to the Registrar of the Supreme Court, unless otherwise directed, not less than 15 copies where the appeal raises a question as to the interpretation of the Constitution, and not less than 10 copies in other cases.

**30. Documents translated for High Court appeal need not be translated again.—** For the purposes of the transcript of the record, such of the documents in vernacular as have already been translated for the purposes of the High Court Appeal and which are included in the High Court Appeal Paper-Book need not be translated again.

**31. Special time-limit for preparation and transmission of record in cases involving sentence of death.-** (1) In all cases involving a sentence of death, the printed record shall be made ready and dispatched to the Supreme Court within a period of 60 days after the receipt of the intimation from the Registrar of the Supreme Court of the filing of the petition of appeal or of the order granting special leave to appeal.

(2) In cases where such record cannot be dispatched within 60 days as stated in sub-rule (1), the Registrar shall explain the circumstances under which it cannot be so dispatched and obtain extension of time from the Supreme Court.

**32. Interpretation.-** For the purposes of Rules 28 to 31 (both inclusive):

(a) the original record shall not include judgments of the High Court and the Courts below, but only duly authenticated copies thereof.

(b) printing includes photocopying and typing, and printed record includes photocopied or typed record.

**33. Application of Rules 5 to 22.-** Except where specifically otherwise provided in this Section, the provisions of Rules 5 to 22, with necessary modifications and adaptations, shall apply to appeals in criminal cases on the Certificate issued by this Court.

#### **Section 'C' - Special Leave Petition (Civil)**

**34. Application of Rules 5 to 25.-** The provisions of Rules 5 to 25 (both inclusive), with necessary modifications and adaptations, shall apply to Civil Appeals by Special Leave to the Supreme Court.

#### **Section 'D' - Special Leave Petition (Criminal)**

**35. Petitioner intending to apply for special leave to be supplied copy of judgment or order free of cost.—** On application by the petitioner intending to apply for special leave of the Supreme Court in criminal proceedings and appeals, a certified copy of the judgment or order sought to be appealed from shall be supplied to him free of cost.

**36. Procedure on receipt of order granting special leave.—** On receipt of the order granting special leave to appeal to the Supreme Court, the Registrar shall require the office to take necessary steps to have the record of the case transmitted to the Supreme Court in accordance with the directions contained in the order granting special leave.

**37. Application of Rules 26 to 33.—** The provisions of Rules 26 to 33 (both inclusive), with necessary modifications and adaptations, shall apply to criminal appeals by special leave to the Supreme Court.

#### **Section 'E' - Supreme Court Decrees**

**38. Enforcement of Supreme Court decrees.-** The enforcement of decrees passed or decrees made by the Supreme Court shall be made in accordance with the provisions contained in the Supreme Court (Decree and Orders) Enforcement Order, 1954.]

**PART VI-LEGAL PRACTITIONERS-  
CHAPTER XXIV TO XXVI**

**CHAPTER XXIV**

**RULES FRAMED UNDER SECTION 34 (1) READ WITH  
SECTION 16 (2) OF THE ADVOCATE'S ACT, 1961**

**<sup>1</sup>[THE DESIGNATION OF SENIOR ADVOCATE RULES, 2018**

**1. Short title, extent and commencement:-** (1) These Rules shall be called 'The Designation of Senior Advocate Rules, 2018'.

(2) These Rules shall extend to the entire jurisdiction of the High Court of Judicature at Allahabad.

(3) These Rules shall come into force from the date of their publication in the Official Gazette.

**2. Definitions:-** In these Rules, unless the context otherwise requires :

(a) "Advocate" means an Advocate whose name is entered on the rolls prepared and maintained under the provisions of the Allahabad High Court Rules, 1952;

(b) "Committee" means the "Permanent Committee" for Designation of Senior Advocates as constituted under sub-rule (1) of Rule 3 of these Rules;

(c) "Court" means the same as defined in the Rules of the Court, 1952;

(d) "High Court" means the same as defined in section 2 (g) of the Advocate's Act 1961;

(e) "Roll" means the roll of Advocates prepared and maintained under the provisions of the Allahabad High Court Rules, 1952;

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<sup>1</sup>Amended/substituted vide Notification No. 130/VIIIc (Correction Slip No. 258) dated 18.04.2018, published in U.P. Gazette Part I (ka) dated 21.04.2018.

(f) "Secretariat" means the Permanent Secretariat established by the Chief Justice of the High Court under sub-rule (2) of Rule 3 of these Rules.

**3. Permanent Committee for designation of Senior Advocates:-** (1) All the matters relating to designation of Senior Advocates in the High Court shall be dealt with by the Permanent Committee, which will be headed by the Chief Justice and consist of the two Senior-most Judges of the High Court; (ii) the Advocate General of the State of Uttar Pradesh; and (iii) a designated Senior Advocate of the Bar to be nominated by the members of the Committee.

(2) The Committee constituted under sub-rule (1) shall have a Secretariat, the composition of which will be decided by the Chief Justice of the High Court, in consultation with other members of the Committee.

(3) The Committee may issue such directions from time to time as deemed necessary regarding functioning of the Secretariat, including the manner in which, and the source/s from which, the necessary data and information with regard to designation of Senior Advocates are to be collected, compiled and presented.

**4. Designation of an Advocate as Senior Advocate:-** (1) The High Court may designate an Advocate as a Senior Advocate, if in its opinion, by virtue of his/her ability and standing at the Bar, the said Advocate is deserving of such distinction.

**Explanation:** The term "standing at the Bar" means position of eminence attained by an Advocate at the Bar by virtue of his/her seniority, legal acumen, and high ethical standards maintained by him, both inside and outside the Court.

(2) An advocate who has put in at least ten years of actual practice as an advocate shall be eligible to be designated as Senior Advocate.

Provided that a retired Judge of any High Court, who is qualified to practice in the Allahabad High Court may also be recommended for being designated.

**5. Motion for Designation as Senior Advocate:-** Designation of an Advocate as Senior Advocate by the High Court may be considered:

(a) on the written proposal made by the Chief Justice or any sitting Judge of the High Court of Judicature at Allahabad.

Provided that a sitting Judge will not make a proposal for more than two Advocates in a calendar year; or

(b) on the written application submitted by an Advocate, recommended by two designated Senior Advocates.

Provided further that such designated Senior Advocates will not recommend the names of more than two Advocates in a calendar year.

**6. Procedure for Designation:-** (1) All the written proposals and applications for designation of an Advocate as a Senior Advocate shall be submitted to the Secretariat.

Provided that every application by an advocate shall be made in Form No. 1 of **APPENDIX-A** appended to these Rules.

Provided further that in case the proposal emanates from a Judge it need not be submitted in the prescribed form. However once the proposal is received, the Secretariat shall request such advocate to submit Form No. 1 duly filled in within such time as directed by the Committee and in such a case the requirement of having recommendation of two Senior Advocates would stand dispensed with.

(2) On receipt of an application or proposal for designation of an Advocate as a Senior Advocate, the Secretariat shall compile the relevant data and the information with regard to the reputation, conduct, integrity of the advocate concerned including his participation in *pro bono* work, reported judgments of the last five years in which the concerned advocate has appeared and has actually argued.

(3) The Secretariat will notify the proposed names of the advocates to be designated as Senior Advocates on the official website of the High Court of Judicature at Allahabad, inviting suggestions and views within such time as may be fixed by the Committee.

(4) After the material in terms of the above is compiled and all such information, as may be specifically required by the



Committee to be obtained in respect of any particular candidate, has been obtained and the suggestions and views have been received, the Secretariat shall put up the case before the Committee for scrutiny.

(5) Upon submission of the case by the Secretariat, the Committee shall examine the same in the light of the material provided and, if it so desires, may also interact with the concerned advocate(s) and thereafter make its overall assessment on the basis of the point based format provided in **APPENDIX-B** to these Rules.

(6) After the overall assessment by the Committee, all the names listed before it will be submitted to the Full Court along with its Assessment Report.

(7) Normally voting by ballot shall not be resorted to unless unavoidable. The motion shall be carried out by consensus, failing which voting by ballot may be resorted to. In the event of voting by ballot, the views of the majority of the Judges present and voting shall constitute the decision of the Full Court. In case the Judges present be equally divided, the Chief Justice or in his absence the Senior Judge present shall have the casting vote.

(8) The cases that have not been favorably considered by the Full Court may be reviewed/reconsidered after the expiry of a period of two years, following the same procedure as prescribed above as if the proposal is being considered afresh.

**7. Designation of Advocates as Senior Advocates by the Chief Justice:-** (1) On the approval of the name of the Advocate by the Full Court, the Chief Justice shall designate such an advocate as a Senior Advocate under section 16 of the Advocate's Act, 1961.

(2) The Registrar General shall notify the designation to the Secretary General of the Supreme Court of India, the Bar Council of Uttar Pradesh, Bar Council of India and also to all the District and Sessions Judges subordinate to the High Court.

(3) A record of the proceedings of the Committee and the record received from the Full Court in this regard shall be maintained by the Permanent Secretariat for further reference.

**8. Restrictions on Designated Senior Advocates:-** A Senior Advocate shall be subject to such restrictions as the Supreme Court, High Court, the Bar Council of India or the Bar Council of the State may prescribe from time to time.

**9. Canvassing:-** Canvassing in any manner by a nominee/applicant for designation as a Senior Advocate shall disqualify him/her from being so considered or designated for the next five years.

**10. Interpretation:-** All questions relating to the interpretation of these Rules shall be referred to the Chief Justice, whose decision thereon shall be final.

**11. Review and Recall:-** (1) If, after being designated as a Senior Advocate, it is reported by a Judge of the Court, that by virtue of his/her conduct or behavior either inside or outside the Court he/she has forfeited his/her privilege to the distinction conferred upon him/her by the Court, the matter may be placed by the Chief Justice before the Full Court for consideration of withdrawal of designation as Senior Advocate. If the Full Court is of the view that Senior Advocate by virtue of his/her conduct or behavior either inside or outside the Court has disintitiled himself/herself to be worthy of the designation, the Full Court may review its decision to designate the concerned person and recall the same.

(2) The procedure for review and recall shall be the same as provided under sub-rule (7) of Rule 6. After the approval by the Full Court the Chief Justice shall recall the designation of such Senior Advocate. The Registrar General shall notify the decision in the same manner as provided in sub-rule (2) of Rule 7 of these Rules.

**12. Repeal and Saving:-** All previous Rules, except Rule 11 of Chapter XXIV of Allahabad High Court Rules,1952, on the subject matter covered by these Rules including the guidelines for designating an advocate as Senior Advocate are hereby repealed. However this repeal shall not, by itself, invalidate the actions taken under the repealed rules / guidelines.]

## **<sup>1</sup>[APPENDIX-A**

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<sup>1</sup>Amended/substituted vide Notification No. 130/VIIIc (Correction Slip No. 258) dated 18.04.2018, published in U.P. Gazette Part I (ka) dated 21.04.2018.

[See Rule 6(1)]

**Form No. 1**

**Form of Application for designation as Senior Advocate**

Latest passport  
size photograph  
of Applicant

1	Name		
2	Father's / husband's name		
3	Address	Permanent Address	
		Correspondence Address	
4	Age / Date of Birth		
5	Enrollment No. Bar Council & Enrollment Date (Enclose Copy)		
6	Advocate Roll No.		
7	Name of the Bar Association of which he/she is a member		
8	Number of years of practice, and in which Court/s		
9	If specialized in any branch of Law		
10	Aadhaar No. (Enclose Copy)		
	PAN Card No. (Enclose Copy)		
11	Year from which he/she became an Income tax assessee, in respect of the professional income (enclose copies of relevant		

	documents).	
12	Particulars of annual declared gross professional income for the past five years (with copies of documents/ Income Tax returns in this regard).	
13	Professional Qualification (Enclose Copy)	
14	Additional Qualification (Enclose Copy)	
15	Contact No.	
	E. Mail	
16	Whether he/she is, or has been in the panel of Advocates of the State or Central Government or a public sector undertaking, or a statutory body, or institution. If so, details thereof.	
17	Particulars of important matters involving question of law in which he/she appeared in the last five years, and particulars of at least ten citations of such reported cases during this period.	
18	Names and particulars of Advocates associated with him/her in his/her chamber/office.	
19	Particulars of cases in which he/she appeared as an arguing Counsel, on behalf of another Advocate, (not being an advocate from his/her chamber/office), during the preceding three years, and the name and particulars of the Advocates on whose behalf he/she appeared.	

20	Particulars of articles, if any, published in any journal or books, if any, authored.	
21	Whether associated with any faculty of Law (If so, the particulars thereof).	
22	Particulars of the cases in which he/she provided free legal aid.	
23	Particulars of the pro bono work performed.	
24	Whether or not his/her name was considered for being designated as Senior Advocate within last two years.	
25	Whether he/she is involved in any criminal case, disciplinary proceedings before the State Bar Council. If so the particulars / the result / the stage of the proceedings.	
26	Whether he/she is involved in any contempt case.	
27	Whether any proceeding for professional misconduct has been initiated against him/her by the State Bar Council of Uttar Pradesh / Bar Council of India (pending or decided).	
28	Whether any remark has ever been passed against him/her in any order/judgment by any Court of law.	
29	Whether he/she is involved in any collateral activities which may disqualify him/her for being designated as Senior Advocate.	

(SIGNATURE OF THE APPLICANT)

I, the under signed advocate, practicing in the State of Uttar Pradesh, submit my application for being designated as senior Advocate

and state my consent to be so designated by the High Court.

Dated

(Signature) ]

**<sup>1</sup>[APPENDIX-B  
[See Rule 6 (5)]**  
POINT BASED FORMAT FOR ASSESSMENT OF AN ADVOCATE FOR  
BEING  
DESIGNATED AS SENIOR ADVOCATE

S.No.	Matter	Points
1.	Number of years of practice of the Applicant Advocate from the date of enrollment  [10 points for 10-20 years of practice, 20 points for practice beyond 20 years]	20 points
2.	Judgments (Reported and unreported) which indicate the legal proceeding formulations advanced by the concerned Advocate in the course of the proceedings of the case; pro bono work done by the concerned Advocate; domain Expertise of the Applicant Advocate in various branches of law, such as constitutional law, Inter-State Water Disputes, Criminal law, Arbitration law, Corporate law, Family law, Human Rights, Public Interest Litigation, International law, law relating to women, etc.	40 points
3.	Publications by the Applicant Advocate	15 points
4.	Test of Personality & Suitability on the basis of interview/interaction	25 points

**RULES FRAMED UNDER SECTION 34(1)**

**1. Definition of word "Advocate" :-** In these rules, unless there is anything repugnant in the subject or context, the word "advocate" shall include a partnership or firm of advocates.

<sup>1</sup>Amended/substituted vide Notification No. 130/VIIIc (Correction Slip No. 258) dated 18.04.2018, published in U.P. Gazette Part I (ka) dated 21.04.2018.

**2. Certain conditions of advocate's appearance in Court :-** Save as otherwise provided in any law for the time being in force, no advocate shall be entitled to appear, plead or act for any person in any court in any proceeding unless the advocate files an appointment in writing signed by such person or his recognised agent or by some other person duly authorised by or under a power of attorney to make such appointment and signed by the Advocate in token of its acceptance, or the advocate files a memorandum of appearance in the form prescribed by the High Court:

Provided that where an advocate has already filed an appointment in any proceeding, it shall be sufficient for another advocate, who is engaged to appear in the proceedings merely for the purpose of pleadings, to file a memorandum of appearance or to declare before the Court that he appears on instructions from the advocate who has already filed his appointment in the proceeding:

Provided further that nothing herein contained shall apply to an advocate who has been requested by the Court to assist the Court in any case or proceeding or who has been appointed at the expense of the State to defend an accused person in a criminal proceeding.

Explanation :- A separate appointment or a memorandum of appearance shall be filed in each of the several connected proceedings not with standing that the same advocate is retained for the party in all connected proceedings.

<sup>1</sup>**[2-A. Vakalatnama or Memorandum of Appearance to contain full name, address etc. of the counsel:-** The Stamp Reporter/Office shall not accept any vakalatnama or memorandum of appearance unless it bears full name of the counsel, his complete address both of High Court, chamber/office, if any residence including telephone number(s), if any, date of signing vakalatnama, enrolment number etc.]

**3. Advocate who is not on the Roll of Advocates :-** An advocate who is not on the Roll of Advocate of the Bar Council of the State in which the Court is situated, shall not appear, act or plead in such Court, unless he files an appointment along

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<sup>1</sup> Added vide Notification No. 450/VIIIc-2 dated 16.9.2005, Correction Slip No.235, published in U.P. Gazette Part II dated 24.9.2005

with an advocate who is on the Roll of such State Bar Council and who is ordinarily practicing in such Court.

In cases in which a party is represented by more than one advocate, it shall be necessary for all of them to file a joint appointment or for each of them to file a separate one.

<sup>1</sup>**[3-A.**(i) Unless the Court grants leave, an Advocate who is not on the roll of Advocates in the High Court at Allahabad or Lucknow shall not be allowed to appear, act or plead in the High Court at Allahabad or Lucknow as the case might be unless he files appointment along with an Advocate who is on such roll for Allahabad Cases at Allahabad and for Lucknow Cases at Lucknow.

(ii) The High Court shall prepare a Roll of Advocates in Parts 'A' and 'B' of those who ordinarily practice in the High Court, Part 'A' for Allahabad and Part 'B' for Lucknow.

(iii) The roll of Advocates shall bear in regard to each advocate entered, his full name, father's name, passport size colored photograph, enrollment number, date of enrollment, complete postal address both of residence and office which shall be **(Deleted)** of Allahabad or Lucknow as the case **may** be.

(iv) The rolls shall be prepared and revised periodically in the manner and under the authority as may be prescribed by the Chief Justice.

(v) This Rule 3-A shall come into force after notification by the Chief Justice that both the rolls for Allahabad and Lucknow in Parts 'A' and 'B' are complete.]

**4. Appointment of advocates by the firms, etc. :-**The acceptance of an appointment on behalf of a firm or partnership of advocates shall be indicated by a partner affixing his own signature as a partner on behalf of the firm or partner on behalf of the firm or partnership of advocates.

**5. Conditions after appointment of advocates for firm :-** An Advocate at the time of acceptance of his appointment shall also endorse on it his address, which address shall be

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<sup>1</sup>Amended by Court's Notification No. 67/VIIIc (Correction Slip No. 256 ), dated 20.02.2017, published in U.P. Gazette Part I (Ka), dated 04.03.2017 and its Corrigendum No. 4646/2017, dated 10.04.2017.



regarded as one for service within the meaning of rule 5 of Order III of the Code of Civil Procedure, 1908

Provided that where more than one advocate accept the appointment it shall be sufficient for one of them to endorse his address, which address shall be regarded as one for service within the meaning of rule 5 of Order III, C.P. Code. Where an advocate appointed by a party in any or the proceedings is prevented by reasonable cause from appearing and conducting the proceedings at any hearing, he may instruct another advocate to appear for him at that hearing.

**6. Appointment of advocate in civil or criminal matters:-** (1) In civil cases, the appointment of an advocate unless otherwise limited, shall be deemed to be in force to the extent provided in that behalf by rule 4 of Order III of the Code of Civil Procedure, 1908.

(2) In criminal cases, the appointment of an advocate unless otherwise limited, shall be deemed to be in force until determined with the leave of the Court by writing signed by the party or the advocate, as the case may be, and filed in Court or until the party or the advocate dies, or until all proceedings in the case are ended so far as regards the party.

(3) For the purposes of sub-rule (2), a case shall be deemed to mean every kind of enquiry, trial or proceedings before a Criminal Court whether instituted on a police report or otherwise than on a police report, and further-

- (i) an application for bail or reduction, enhancement or cancellation of bail in the case,
- (ii) an application for transfer of the case from one Court to another,
- (iii) an application for stay of the case pending disposal of a civil proceedings in respect of the same transaction out of which the case arises,
- (iv) an application for suspension, postponement or stay of the execution of the order or sentence passed in the case,

- (v) an application for the return, restoration or restitution of the property as per the order of disposal of property passed in the case,
- (vi) an application for leave to appeal against an order of acquittal passed in the case,
- (vii) any appeal or application for revision against any order or sentence passed in the case,
- (viii) a reference arising out of the case,
- (ix) an application for review of an order or sentence passed in the case or in an appeal, reference or revision arising out of the case,
- (x) an application for making concurrent sentences awarded in the case or in an appeal, reference, revision or review arising out of the case,
- (xi) an application relating to or incidental to or arising in or out of any appeal, reference, revision or review arising in or out of the case (including an application for leave to appeal to the Supreme Court),
- (xii) any application or act for obtaining copies of documents or for the return of articles or documents produced or filed in the case or in any of the proceedings mentioned herein before,
- (xiii) any application or act for obtaining the withdrawal or the refund or payment of or out of the moneys paid or deposited in the Court in connection with the case or any of the proceedings mentioned herein before (including moneys paid or deposited for covering the costs of the preparation and the printing of the Transcript Record of Appeal to the Supreme Court),
- (xiv) any application for the refund of or out of the moneys paid or recovered as fine or for the return, restitution or restoration of the property forfeited or confiscated in the case of any appeal, reference, revision or review arising out of the case as per final orders passed in that behalf,

- (xv) any application for expunging remarks or observations on the record of or made in the judgment in the case or any appeal, reference, revision or review arising out of the case, and
- (xvi) any application or proceeding for sanctioning, prosecution under Chapter XXXV of the Code of Criminal Procedure, 1898, or any appeal or revision arising from and out of any order passed in such an application or proceeding, shall be deemed to be proceeding in the case :

Provided that where the venue of the case or proceeding is shifted from one Court (subordinate or otherwise) to another the advocate filing the appointment referred to in sub-rules (1) and (2) above, in the former Court, shall not be bound to appear, act or plead in the latter Court, unless he files or he has already filed memorandum, signed by him in the latter Court, that he has instructions from his client to appear, act and plead in that Court.

**7. Advocate to plead with consent of party :-** (1) Except when specially authorised by the Court or by consent of the party, an advocate, who has advised in connection with the institution of a suit, appeal or other proceeding or has drawn up pleadings in connection with such matter, or has, during the progress of any suit, appeal or other proceedings appeared, acted or pleaded for a party, shall not, unless he first gives the party whom he has advised or for whom he has drawn up pleadings, appeared, acted or pleaded, an opportunity of engaging his services, appear or act or plead in such suit, appeal or other proceeding or in an appeal or application for revision arising therefrom or in any matter connected therewith for any person whose interest is in any manner in conflict with that of such party.

(2) Where it appears on the face of the record that the appearance of an advocate in any proceeding for any party is prejudicial to the interest of the other party on account of the reasons mentioned in sub-rule (1) above, the court may refuse to permit the appearance to be filed or cancel such appearance if it has already been filed, after giving the said advocate an opportunity of being heard.

(3) An advocate who discloses to any party information confided to him in his capacity as an advocate by another party without the latter's consent shall not be protected merely by reasons of his being permitted to appear, act or plead for the said party.

**8. Appointment of advocate with consent of partner:-**

(a) The appointment of a firm or partnership of advocates may be accepted by any partner on behalf of the firm.

(b) No such firm or partnership shall be entitled to appear, act or plead in any Court unless all the partners thereof are entitled to appear, act or plead in such court.

(c) The name of the firm or partnership may contain the names of the persons who were or are members of the partnership but of no others.

(d) The words "and Company" shall not be affixed to the name of any such partnership or firm.

(e) The names of all the members of the firm shall be recorded with the Registrar General of the High Court and/or the District Judge, as the case may be, and the State Bar Council and the names of all the partners shall also be set out in all professional communications issued by the partners or the firm.

(f) The firm of advocates shall notify to the Registrar General of the High Court or the District Judge, as the case may be, the State Bar Council any change in the composition of the firm or the fact of its dissolution as soon as may be from the date on which such change occurs or its dissolution takes places.

(g) Every partner of the firm of advocates shall be bound to disclose the names of all the partners of the firm whenever called upon to do so by the Registrar General of the High Court, the District Judge, the State Bar Council, as the case may be, or any Court or any party for or against whom the firm or any partner thereof has filed the appointment or memorandum of appearance.

(h) In every case where a partner of a firm of advocates signs any document or writing on behalf of the firm he shall do

so in the name of the partnership and shall authenticate the same by affixing his own signature as partner.

(i) Neither the firm of advocates nor any partner thereof shall advise a party to appear, act or plead on behalf of a party in any matter or proceeding where the opposite party is represented by any other partner of the firm or by the firm itself.

**9. Advocate to correct clerical error :-** An advocate may correct any clerical error in any proceedings with the previous permission of the Registrar General or an officer of the Court specially empowered in this behalf by the Court obtained on a memorandum stating the correction desired.

**10. Suspension of advocate under C.P.C. :-** No advocate who has been debarred or suspended or whose name has been struck off the Roll of Advocates shall be permitted to act as a recognised agent of any party within the meaning of Order III of the Code of Civil Procedure, 1908.

<sup>1</sup>[**11. (1)** The Chief Justice may prohibit any Advocate involved or engaging in strike or otherwise interfering with the administration of justice from practicing in the High Court or any Court subordinate thereto and the District Judge may prohibit such an Advocate from appearing in his Judgeship for the period specified in the order, however, such an advocate aggrieved by the order of the District Judge may represent to the Chief Justice.

Explanation: Strike resorted to in any Court or abstention from work in Court, by way of protest by an Advocate or group of Advocates or any Bar Association shall be deemed to be an act which tends to interfere with the administration of Justice

(2) The High Court, initiating proceedings for criminal contempt against an Advocate may prohibit such an Advocate from practising in the High Court or in any Court subordinate thereto during the pendency of contempt proceedings against him.

(3) The High Court convicting an Advocate for criminal contempt may prohibit him from practising in the High Court and any Court subordinate thereto for the period specified in the order.

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<sup>1</sup> Amended by Notification No. 166/VIIIc, dated 10.05.2016, (Correction Slip No. 255), published in Official Gazette Part – 1-Ka of U.P., dated 04.06.2016.

Provided that before passing an order of debarment the Court shall put the concerned Advocate to notice of the proposed action.

(4) Notwithstanding the provisions of sub rule (3), The Chief Justice may prohibit an Advocate found guilty of criminal contempt from practising in the High Court or any Court subordinate thereto and the District Judge in like manner may prohibit an Advocate from practising in his Judgeship for the period specified in the order.

(5) In the event a Senior Advocate is prohibited from practice under any of the preceding sub rules, his designation as Senior Advocate shall be deemed to be suspended from the date of the order till the expiry of the period of prohibition prescribed.

Provided that the suspension of designation as Senior Advocate will not bar the High Court from cancelling his designation as Senior Advocate.

(6) The powers exercisable under sub rules (2), (3) and (4) above shall be in addition to the powers inhering in the High Court under the Contempt of Courts Act, 1971.]

**12. Dress of advocate appearing before Court :-** Advocates, appearing before the Court, shall wear the following dress :

- (1) Advocates other than lady advocates :
  - (a) Black buttoned up coat chapkan, Achakan or Sherwani, Barrister's gown and bands, or
  - (b) Black open collar coat, white shirt, white collar, stiff or soft with Barrister's gown and bands.
- (2) \* \* \*

## CHAPTER XXV

### PLEADERS AND MUKHTARS

<sup>1</sup> [Deleted]

## CHAPTER XXVI

### ALLAHABAD HIGH COURT ADVOCATES' CLERKS (REGISTRATION AND CONDUCT) RULES, 1997

**1. Short title and commencement** – (1) These rules may be called the Allahabad High Court Advocates' Clerks (Registration and Conduct) Rules, 1997.

(2) They shall come into force with effect from the date of their publication in the Gazette.

#### Chapter I GENERAL

**2. Definition**—In these rules, unless the context otherwise requires—

- (a) '*Advocate*' means an Advocate as defined in the Advocates' Act, 1961;
- (b) '*Advocate's Clerk*' means a clerk of an advocate registered or empanelled under these rules;
- (c) '*competent authority*' means the Registrar General of the High Court or any person nominated by the Registrar General to perform the functions of Competent Authority under these rules;
- (d) '*Court*' means the High Court of Judicature at Allahabad as constituted by the U.P. High Court's (Amalgamation) Order, 1948;
- (e) '*Registrar General*' means Registrar General of the Court as defined in Rules of the Court, 1952.;
- (f) '*Roll*' means the Roll of Advocates Clerks prepared and maintained under these Rules.

**3. Preparation and maintenance of Roll**—(1) The competent authority shall prepare and maintain a roll in which

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<sup>1</sup>Deleted by Notification No. 84/VIII-C-2 (C.S. No. 217), dated 16.02.1990, published in the U.P. Gazette Part II, dated 20.04.1991.

- (i) the names of persons working as clerks of advocates on the date of commencement of these rules; and
  - (ii) the names of persons who are engaged, after the commencement of these rules, as clerks to advocates shall be entered.
- (2) The Roll shall contain the following details of an advocates clerk---
- (a) his name and address;
  - (b) his age;
  - (c) his passport size recent photograph;
  - (d) his date of engagement ; and
  - (e) the name of advocate with whom he is engaged.

**4. Prohibition to work as clerk**—No person shall act as a clerk of more than one advocate, and unless his name is entered in the Roll.

**5. Qualifications for an Advocate's Clerk**—Subject to the provisions of the rules, a person shall not be qualified to be registered as an Advocate's Clerk unless he—

- (a) is a citizen of India;
- (b) has completed the age of 21 years;
- (c) has passed Intermediate examination or an examination equivalent thereto;
- (d) has proficiency in Hindi and English languages.
- (e) has worked for one year in the office of an advocate under a registered advocate's clerk.

Provided that clauses (c), (d) and (e) shall not be applicable to a person who is already registered as Advocate's



clerk on the date of the publication of these rules in the Gazette.

**6. Disqualification for enrolment**—(1) No person shall be registered as an Advocate's clerk—

- (a) if he is convicted for an offence involving moral turpitude or implying a defect of character;
- (b) if he is an undischarged insolvent;
- (c) if he has ever been declared a tout;
- (d) if he is suffering from any contagious or infectious disease.

## **Chapter II**

### **PROCEDURE FOR PREPARING THE PANEL FOR REGISTRATION OF CLERKS**

**7.Preparation of Panel**—(1) The competent authority will ascertain the number of clerks seeking registration during the year and thereafter hold a written test to judge the suitability of those candidates. The exercise will be done once in a year preferably in the month of June.

(2) The competent authority shall make all necessary arrangements to hold a written examination in the following subjects and require payment of such fee for the examination as it may consider necessary :

- (a) General English;
- (b) General Hindi;
- (c) General procedure including questions on Rules of the Court,1952, and Court Fees Act,1870.
- (d) Maintenance of accounts.

(3) On the basis of marks obtained in the written examination, which must be not less than 50 per cent, the

competent authority shall prepare a panel of candidates arranged in order of merit. The panel shall contain such number of candidates as may be determined by the competent authority consisting the number of clerks likely to be engaged during the year.

(4) The panel prepared under sub-rule (3) shall be published by placing a copy of it on the notice board of the office of the Registrar General.

(5) Any person so empanelled shall be eligible to be engaged as Advocate's Clerk.

(6) Empanelled candidate shall not acquire any right to work as a clerk unless he is engaged by an advocate and his name is duly entered in the Roll.

**8. Terms and conditions of engagement** – The retainer of an advocate's clerk shall not be less than Rs. 750 per mensem. Other terms and conditions of engagement shall be such as may be mutually agreed upon between him and the advocate concerned, and shall in all respects be regulated by the provisions of these Rules and instructions issued by the Registrar General from time to time.

**9. Application for registration on roll**—(1) When any person whose name appears in the panel prepared under Rule 7 and who has after such empanelment worked for one year in the office of an advocate under a registered advocate's clerk, is engaged by an Advocate to work as his clerk, such person shall make an application to the competent authority in writing giving the following details :

- (i) full name and address;
- (ii) date of birth;
- (iii) name, complete address and enrolment number of the advocate who has engaged him;
- (iv) date of engagement ;
- (v) three copies of recent passport size photograph

(vi) serial number at which his name appears in the panel.

(2) The application shall contain a declaration that the applicant does not suffer from any disqualification under Rule 6.

(3) The application shall be accompanied by a certificate from the registered advocate's clerk under whom the applicant worked for one year certifying that he has acquired working knowledge of the rules and practice of court, can read and write Hindi and English well, and can maintain accounts.

(4) The application shall also contain a certificate from the advocate who has engaged the applicant that such advocate has engaged the applicant to work as his clerk; that his retainer while in engagement shall not be less than Rs.750 per mensem; that he is honest and bears good character, and that the particulars given in the application are correct.

(5) If, on examination, the competent authority finds the application to be in order, it shall enter the name of applicant in Roll :

Provided that on any given time not more than four advocates' clerk shall be registered for one advocate.

**10. Registration of fee.**—(1) An application for registration under Rule 9 shall be accompanied by a fee of rupees one hundred; and a renewal fee of rupees twenty five shall be payable by January 31<sup>st</sup> for each subsequent Calendar year failing which the competent authority shall remove the name of the advocate's clerk from the Roll.

(2) Where the name of a clerk has been removed from the register under the preceding paragraph, his name shall not be registered again unless he pays the renewal fee of rupees fifty alongwith the arrears and an extra sum of rupees twenty per year (or fraction of a year) for the period of default by way of penalty :

Provided that the competent authority may, if satisfied, for good and sufficient reasons by affidavit or otherwise, waive the penalty for the period or part of the period during which he ceased to work as a registered clerk in the court.

**11. Removal of the name from the roll or panel.**—The competent authority may remove from the Roll or Panel, as the case may be, the name of a person who is dead or who has incurred a disqualification as mentioned in Rule 6, or who is found guilty of any misbehavior or false declaration or fraud or suppression or misrepresentation or grossly improper conduct in discharge of his professional duties or breach of any provision of these rules, or censured by court, or from whom a request has been received to that effect or in respect of whom an order of removal of his name from the Roll has been passed in accordance with these rules, or for any other good and sufficient cause, such as termination of the engagement with an advocate.

### Chapter III

**12. Acts which a registered clerk may perform---** (a) A registered clerk shall not make any motion or advance an argument in court nor shall he swear an affidavit as *paikar* of a litigant unless authorised by general or special power of attorney of the litigant. The power of attorney will not be insisted where an application is made for restoration/recall of the order on a case which has been dismissed in default/disposed of *ex parte* in the absence of the counsel. He may act in matters of a routine nature which do not require the personal attendance of the Advocate and may do the following acts, namely—

- (1) receiving notice on behalf of the advocate or application with whom he is registered;
- (2) obtaining report on an appeal or application from the Stamp Reporter of the court or the Registrar General;
- (3) presenting an appeal or application before the Reader of the court or the Registrar General;
- (4) obtaining office report on an application for adjournment.
- (5) taking back an appeal or application filed before the Registrar General if found defective or returned by him for presentation in Court.
- (6) presenting to the Registrar General or the competent authority an application signed by the advocate with whom he is registered for—

- (a) copy of document;
  - (b) inspection of record,
  - (c) return of document,
  - (d) refund of surplus balance,
  - (e) translation and printing, or
  - (f) transliteration or translation of document or the verification of such transliteration or translation;
- (7) taking notes from the deficiency report of the Stamp Reporter and filing the necessary stamps;
  - (8) inspecting record, if authorised by his master and sanctioned by the court;
  - (9) depositing money and paying court-fees;
  - (10) receiving paper-book, certified copies, etc.;
  - (11) filing Vakalatnama or retainer's slip or certificate of fee; or
  - (12) identifying person inspecting record with him or swearing affidavit :

Provided that a registered clerk shall always write his registration number below his signatures.

The acts set out in this rule, in cases in which the State is a party, may be performed by such clerk of the office State Law Officers as may be authorised in this behalf by the Government Advocate or the Standing Counsel. Such clerks shall not exceed four in number at any time and their name shall be communicated to the Registrar General or competent authority.

(b) An advocate's clerk shall not do any act for any advocate other than the one with whom he is registered. Such conduct will be deemed to be misbehavior for the purpose of Rule 11 and misconduct for the purposes of Rule 14 of these Rules.

**13. Identity card, dress and name plate.**—(i) The Registrar General or competent authority shall issue an Identity Card to every Advocate's Clerk entered on the roll.

(ii) Every Advocate's clerk shall carry the identity card on his person when he visits any Court or office of the Court and shall be obliged to show it to any Officer of the Court on demand.

(iii) Any person who ceases to be an Advocate's clerk shall surrender the identity card to the competent authority.

(iv) In case the identity card is lost or mutilated, a fresh identity card shall be issued by the competent authority on the application of the Advocate's clerk which shall be accompanied by two recent photographs and a fee Rs.50.

(v) In the discharge of his duties every advocate's clerk shall wear black coat or Shervani with a name plate/tag exhibiting his name and registration number above the left chest-pocket.

#### **Chapter IV** CONDUCT OF ADVOCATES' CLERK

##### **14. Punishment to Advocates' Clerk for misconduct.**

(1) Where on receipt of a complaint or otherwise the Registrar General or competent authority has reason to believe that any Advocate's clerk has committed professional or other misconduct, it shall appoint an enquiry officer to conduct an enquiry into the complaint.

(2) The Enquiry Officer shall, after giving a reasonable opportunity of being heard to such advocate's clerk, conduct an enquiry and submit his report to the Registrar General or competent authority.

(3) The Registrar General or competent authority on receipt of the report of the Enquiry Officer and after giving the Advocates' clerk concerned an opportunity of making written submissions against the report of the enquiry officer and of oral hearing, if prayed for, may pass any or more of the following order, namely—

- (a) removal of name from the roll or panel,
- (b) Imposition of fine which may extend to rupees five hundred, or

- (c) Suspension of registration for such period as he may deem fit.

(4) Where registration is suspended, such advocates' clerk shall during the period of suspension, be debarred from acting as a clerk and from doing any act permissible under these Rules.

(5) In an enquiry under this rule, the clerk shall have no right to be represented by an advocate without leave of the Chief Justice .

(6) A clerk may be suspended in contemplation of or during the pendency of an enquiry under this Rule by the Registrar General or competent authority.

During the period of such suspension the clerk shall not be entitled to perform any function enumerated in Rule 12.

**15..Representation to the Judge appointed by Chief Justice.**--- (1) Any person aggrieved by an order of the Registrar General or competent authority under sub-rule (3) of Rule 10 may, within sixty days of the date of communication or notification of the order to him or notification thereof on the notice board of the office of the Registrar General, which ever is earlier, make a representation to the Judge appointed by the Chief Justice for the purpose :

Provided the Judge may, for good and sufficient reasons, condone the delay and entertain the representation after expiry of the period of limitation.

(2) The Judge may make such order on the representation as he may deem fit, and such order shall be final.

(3) Such representation shall contain all submissions intended to be made by the aggrieved clerk in a dignified language, and shall be accompanied by documents relied upon by him or Photostat copies thereof.

(4) It shall not be necessary to hear the representationist in person or through counsel in support of the representation.

16. The Rules contained in Chapter XXVI of Rules of Court, 1952 shall be repealed from the date on which these rules come into force.]

**PART VII--SPECIAL PROVISIONS—  
CHAPTERS XXVII TO XXXV-E**

**CHAPTER XXVII**

**<sup>1</sup>[REFERENCE AND APPEALS UNDER THE INCOME TAX  
ACT, 1961  
AND  
OTHER ACTS INCLUDING REVISIONS UNDER U.P. VAT  
ACT etc.]**

**1. Title of application** :- (1) An application under [sub-section (2) of Section 256 of the Income Tax Act, 1961] (hereinafter referred to in this Chapter as 'the Act') shall be entitled :

IN THE HIGH COURT OF JUDICATURE AT ALLAHABAD

Income Tax Case No..... of .....Under sub-section (2) of Section 256 of the Income-tax Act, 1961.

..... Applicant  
*Versus*  
..... Opposite Party

<sup>2</sup>[(2) An appeal under Section 260-A of the Income Tax Act, 1961, shall be titled:

Income Tax Appeal No..... of .....Under Section 260-A of the Income Tax Act, 1961.

..... Applicant  
*Versus*  
..... Opposite Party

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<sup>1</sup> Amended vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Ibid



**2. Array of parties :-** In an application <sup>1</sup>[or appeal] presented on behalf of the assessee the opposite party shall be the Commissioner of Income Tax and in an application <sup>2</sup>[or appeal] presented on behalf of the Commissioner of Income Tax, the assessee.

**<sup>3</sup>[3. Application and affidavit under Section 256 (2) and appeal under Section 260-A of the Act.-** (1) Application under sub-section (2) of Section 256 of the Act shall state in precise language question of law upon which the Appellate Tribunal is required to make a reference to the Court and contain a concise statement of the material facts out of which it arises. The application shall be accompanied by the copies of the application under sub-section (1) of Section 256 of the Act] order of the Appellate Tribunal refusing to state the case, the order of the Appellate Tribunal under sub-section (1) of Section 254 of the Act, the order of the Appellate Assistant Commissioner and the order of the Income Tax Officer :

Provided that the copies of the order of the Appellant Assistant Commissioner and/or the order of the Income Tax Officer may be true copies certified to be correct by the Advocate for the applicant or verified to be true by an affidavit of the applicant.

<sup>4</sup>(2) (a) An appeal under Section 260A of the Act shall be in the form of Memorandum of Appeal precisely stating therein the substantial questions of law arising from the order of the Appellate Tribunal. The appeal shall be accompanied by copies of Memorandum of Appeal under sub-Section (1) of Section 260 A, the order of the appellate tribunal under sub-section (1) of Section 254 and copies of such other orders as were liable to be filed along with Memorandum of Appeal under the relevant provisions of the Act.

<sup>1</sup>(b) An application for revision which lies to High Court under an Act shall precisely state the question of law involved

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<sup>1</sup>Amended vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Ibid

<sup>3</sup> Amended vide Notification No. 302/VIIIc, Dated 03.06.2015, (Correction Slip No. 254)Published in Official Gazette part -1-ka of U.P., dated 01.08.2015. A Corrigendum of the said notification was also published in U.P. Gazette part – 1-Ka, dated 29.04.2017.

<sup>4</sup> Ibid

<sup>1</sup>Ibid

in the case. It shall be accompanied by the order of the Tribunal and copies of such other order or orders as were liable to be filed along with memorandum of appeal before the Tribunal.

(3) An application under sub-rule (1) <sup>2</sup>[or an appeal or an application for revision under sub-rule (2)] shall, where the circumstances so require, be also accompanied by an affidavit.

(4) The memorandum of appeal shall be drawn up, so far as may be in accordance with rules 1, 6 & 7 of Chapter IX of the rules of the Court.

(5) The memorandum shall be accompanied with true copies of the orders of the Authorities below and a certified copy of the order of Tribunal and of the last order appealed along with memorandum of appeals before the first appellate authority and the Income Tax Tribunal.

(6) The memorandum shall set forth, concisely and under distinct heads, the grounds of objection, without any argument of narrative, and such grounds shall be numbered consecutively.

(7) It shall also necessarily contain the question/questions of law <sup>3</sup>[or substantial question/questions of law] which arise for determination in the appeal <sup>4</sup>[or the application for revision.]

(8) If against a common order a certified copy of the order of the Tribunal has been filed along with one appeal, its dispensation in other appeals may be applied for by an application.

Provided that the court may, for sufficient reasons accept the memorandum of the appeal without a certified copy of the judgment/order of Tribunal appealed from, if the counsel for the appellant certifies that certified copy has been filed in the other connected appeal.

<sup>2</sup>(9) The memorandum of appeal/documents accompanied shall be filed in duplicate and should be typed out

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<sup>2</sup> Ibid

<sup>3</sup> Ibid

<sup>4</sup> Ibid

or printed on stout and full scape paper, with index and date and event chart.]

<sup>1</sup>[(10) In memorandum of appeal or Revision in tax matters, a declaration shall be filed by the party/counsel, appearing for the appellant/revisionist, whether any cross appeal or that any other appeal involving same or similar question, which have bearing on the decision of appeal is pending, in the following proforma, failing which the appeal shall be reported to be defective.

#### CAUSE TITLE

A. Details of Cross appeal against the same order of Tribunal (Impugned in this appeal):-

1. No. of Cross appeal:- .....
2. Section on which question arise in both appeals:- .....
3. Question Nos. (In this appeal) on same provision/issue:- .....
4. Whether admitted/decided:- .....
5. Date of admission/decision:- .....

B. Details of any other appeal involving same/similar question of Law:-

1. Assessment Year:- .....
2. Whether against common order of Tribunal:-.....
3. Whether inter-parties:- .....
- 3a. Name of other appellant (Leading case):- .....

<sup>2</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022 (Correction Slip No. 272), published in U.P. Gazette Part-I(ka) dated 24.12.2022.

<sup>1</sup> Added by Notification No. 165/VIIIc, dated 18.04.2014 (Correction Slip No. 249), Published in Official Gazette Part -Ka of U.P., dated 26.04.2014, A corrigendum of the said notification was also published in U.P. Gazette part 1-ka, dated 26.07.2014.

- 3b. Name of the other respondent (Leading case):-.....
4. No. of other appeal (Leading case):- .....
5. Section on which question arise in both appeal:-.....
6. Question Nos (In this appeal) on same provision/issue:-.....
7. Whether admitted/decided:- .....
8. Date of admission/decision:- .....

**4. Presentation of <sup>1</sup>[appeal or] application** :- The application [or appeal] shall be accompanied by two copies thereof as well as the affidavit, if any, filed under Rule 3 (3) and shall be presented before the Registrar General, [It shall bear an office report under Rule 3 of Chapter XI as far as it may be applicable]. The application shall be numbered and registered as a Miscellaneous Case :

Provided that where more than one application are filed together, the Registrar General may dispense with the filing of copies of orders common to all of them in cases where they are filed in one of the applications.

**5. Certain conditions for an affidavit** :- (1) An <sup>2</sup>[appeal or] application made by an assessee shall be accompanied by an affidavit of service stating that two copies of <sup>3</sup>[memorandum of appeal or] the application together with other papers or affidavit accompanying it have been served on the Standing Counsel authorised to receive notice on behalf of the Department concerned, and further stating that the Standing Counsel has been intimated the date of filing in Court of the <sup>4</sup>[appeal or] application.

(2) An <sup>5</sup>[appeal or] application made by the Commissioner of Income Tax shall normally be accompanied by an affidavit of

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<sup>1</sup>Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>3</sup> Ibid

<sup>4</sup> Ibid

<sup>5</sup> Ibid

service stating that a copy of <sup>6</sup>[memorandum of appeal or] the application together with other papers and affidavit accompanying it have been served on the assessee in accordance with the procedure prescribed there for by the Income Tax Act, 1961, and also stating that the assessee has been intimated in writing the date of filing in Court and the date of hearing of the <sup>1</sup>[appeal or] application :

Provided that if due to lack of time or other sufficient reason the affidavit of service does not accompany the <sup>2</sup>[memorandum of appeal or] application filed by the Commissioner of Income Tax, the aforesaid affidavit must be filed within three weeks of the date of institution of the <sup>1</sup>[appeal or] application.

(3) A counter affidavit, if any, may be filed within two weeks of the service of the application after serving a copy thereof on the counsel for the applicant, a rejoinder affidavit may similarly be filed in another one week.]

**6. <sup>2</sup>[Appeal or] Application to be heard by a Division Bench specially constituted** :- Unless otherwise ordered by the Chief Justice, the Registrar General shall direct that the <sup>3</sup>[appeal or] application be laid before the Division Bench appointed by general or special order by the Chief Justice to hear <sup>4</sup>[appeals or] applications under this Chapter [immediately after the expiry of six weeks of the date of institution, along with counter and rejoinder affidavits, if any, received] (or if the Court is not sitting on that day, the next working day).

**7. Defective application to be listed within a week** :- The Registrar General shall list a defective application (e.g. deficiently stamped or barred by time, etc.) for orders before the Division Bench appointed by general or special order by the Chief Justice to hear <sup>5</sup>[appeals or] applications under this Chapter, within a week of its institution.]

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<sup>6</sup> Ibid

<sup>1</sup> Ibid

<sup>2</sup> Ibid

<sup>1</sup>Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Ibid

<sup>3</sup> Ibid

<sup>4</sup> Ibid

<sup>5</sup> Ibid

**8. Bench may direct fresh notice** :- The Bench may, in any case, direct that the service of the <sup>6</sup>[appeal or] application may be effected afresh on the opposite parties or any of them.]

**9. [\* \* \*]**

**10. Advocates to accept service of notice** :- Advocates for the parties shall be bound to accept service on behalf of the party represented by them of any notice issued by the Court or the Appellate Tribunal, as the case may be, or of copies under Rule 5], until the case has been finally disposed of.

Any change of Advocates appearing for a party shall immediately be notified by it to the Court, the Appellate Tribunal and the opposite party.

**11. Orders on application** :- On the date fixed for the hearing of the application, the Court may after hearing the parties, if they appear, either pass an order dismissing it or, in the case of an application under [sub-section (2) of Section 256] of the Act, require the Appellate Tribunal to state the case and to refer it to the Court.

**12. Form of reference by Appellate Tribunal** :- The statement of a case referred to the Court by the Appellate Tribunal shall indicate the precise question of law arising in the case and concisely state such facts as may be necessary to enable the Court to decide it. It shall also contain references to all such documents as may be necessary to enable the Court to decide the question and shall be accompanied by copies of such documents or relevant extracts therefrom.

The statement may include more than one question of law arising in a case.

**13. Notice of reference by Appellate Tribunal** :- On receipt of the statement of a case referred to the Court by the Appellate Tribunal under sub-section (1) or (2) of Section [256] of the Act, notice thereof shall be given to the parties and the Registrar General shall call upon the party at whose instance the reference has been made to prepare or cause to be prepared [through Court] a paper book of the case within [four weeks from the date fixed for entering appearance.] The

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<sup>6</sup> Ibid

Registrar General may for sufficient cause shown extend such time.

**13-A. (1)** Where the party concerned fails to prepare or cause to be prepared the paper-book within the time allowed by the Registrar General under the next preceding rule, the case shall be listed before the Bench concerned and the question referred to the Court may be returned unanswered, unless, on an application in writing made in this behalf, the Court for sufficient cause shown grants further time for preparation of the paper book.]

<sup>1</sup>[(2) In case of appeal the party filing appeal shall prepare or cause to be prepared and submit sufficient number of copies of the paper book, within the time allowed by the Registrar.]

**14. Paper book :-** (1) The paper book shall consist of a fly-leaf and a general index and contain copies of the following papers, namely--

- (i) <sup>2</sup>[memorandum of appeal or] application and the affidavit accompanying it, if any;
- (ii) reply to the application and the affidavit accompanying it, if any;
- (iii) any orders passed by the Court under sub-section (2) of [Section 256] of the Act <sup>3</sup>[or the order appealed against];
- (iv) statement of the case and copies of documents or extracts therefrom, if any, forming part of the case;
- (v) any objection by a party to the statement of the case <sup>4</sup>[or the appeal];
- [(v-a) an application made before the Tribunal under Section 256 (1) of the Act;]
- (vi) order of the Appellate Tribunal under sub- section (1) of Section 254] of the Act;

<sup>1</sup>Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>3</sup> Ibid

<sup>4</sup> Ibid

(vii) order of the Appellate Assistant Commissioner;  
and

(viii) order of the Income Tax Officer.

<sup>5</sup>[(ix) Any other paper, available on record for  
consideration in appeal.]

(2) Where the case is referred back to the Appellate Tribunal under <sup>52</sup>[Section 258] of the Act, a copy of the statement of the case as added to or altered by the said Tribunal shall also be included in the paper-book.

(3) If any party desires that a copy of any other document be included in the paper-book on the ground that it is necessary for the determination of the question of law referred to the Court, it shall make an application in writing to the Registrar General explaining the relevancy of such document. The Registrar General shall give notice of the application to the opposite party and may after hearing any objection that may be filed by such party, either reject the application or direct that a copy of such document be included in the paper book.

(4) The paper-book shall, unless otherwise ordered, be a type written one and such number of copies thereof shall be prepared as the Registrar General may direct.

**15. Cost of preparation of paper-book :-** (1) The Registrar General shall within two weeks of the filing of the paper-book or of an application for preparing the paper-book through Court, determine the cost of preparing the paper-book and such cost shall be cost in the cause.

(2) Where the paper-book is applied for to be prepared through Court, a copy of the estimate shall forthwith be delivered to the Advocate for the party concerned and the amount shall be deposited within two weeks thereof].

**16. Preparation of paper-book :-** Where the Registrar General directs that the paper-book be prepared under his direction and supervision, the preparation of such paper-book shall not be undertaken unless the party concerned furnishes evidence to the Registrar General of his having deposited the

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<sup>5</sup> Ibid



cost of preparing it as determined by the Registrar General, with the Cashier.

Where the paper-book is prepared by the party concerned it shall bear a certificate signed by his Advocate that the copies included therein are true copies of the documents on record.

**17. Hearing of case after preparation of paper-book :-** When the paper-book has been prepared the Registrar General shall cause copies thereof to be supplied to the parties and thereafter the case shall be listed for hearing before the Bench concerned.

**18. Copies of orders passed by Court to be sent to Appellate Tribunal :-** Copies of any orders passed by the Court under sub-section (1) of Section 256 of Section 258 or any judgment delivered by it under [sub-section (1) of Section 260] <sup>1</sup>[or under Section 260A] of the Act shall be sent forthwith to the Registrar General of the Appellate Tribunal <sup>2</sup>[or the Authority concerned] under the seal of the Court and the signature of the Registrar General together with two uncertified copies of the same.

**19. Costs :-** Costs taxable as Advocates fees shall be determined by the Court having regard to the provisions of Rule 7 of Chapter XVI of these rules.

**19-A. Transmission of order of costs for execution :-** Where costs have been awarded by the Court in <sup>3</sup>[an appeal], a reference or in an application for reference under the Act, but have not been paid, the person entitled to them may apply the Court for execution of the order. The application shall be accompanied by an affidavit stating the amount of costs awarded and the amount remaining unpaid. The Court may direct the order to be sent to the District Court of the district in which the order is to be executed. The order may be executed by such Court or be transferred for execution to any subordinate Court].

**19-B. Cases under Indian Income Tax Act, 1922 :-** Case governed by the Indian Income Tax Act, 1922, shall be, and

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<sup>1</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>3</sup> Ibid

shall continue to be, governed by the rules as they existed before January 1, 1970].

**<sup>4</sup>[20. Application of Rules to similar proceedings under other Acts.-** The rules contained in this Chapter shall, so far as may be and with necessary modification, and adaptations, also, apply to proceedings of a similar nature or revisions under any other Tax Act including those under--

(i) Section 21 of 66 of the Excess Profits Tax Act, 1940;

(ii) Section 19 and 66 of the Business Profits Tax Act, 1947;

(iii) Section 11 of the U.P. Sales Tax Act, 1948<sup>1</sup>[for the U.P. Trade Tax Act, 1948];

(iv) Section 24 of U.P. Agricultural Income Tax Act, 1948;

(v) Section 27 of the Workmen's Compensation Act, 1923;

(vi) Section 57 or 60 of the Indian Stamp Act, 1899; or

(vii) Section 64 of the Estate Duty Act, 1953;

(viii) Section 27 of the Wealth Tax Act, 1957;

(ix) Section 26 of the Gift Tax Act, 1958.

(x) Section 130 of Chapter XV of the Customs Act, 1962.

(xi) Section 35-G of the Central Excise Act, 1944, <sup>2</sup>[Section 83 of the Finance Act, 1994];

(xii) Section 82-B of the Gold (Control) Act, 1968; and

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<sup>4</sup> Amended vide Notification No. 302/VIIIc, Dated 03.06.2015, (Correction Slip No. 254)

<sup>1</sup> Ibid

<sup>2</sup> Ibid

<sup>3</sup>[(xiii) Section 58 of the U.P. Value Added Tax Act, 2008].

Provided that where a reference may under the law be made by the Court or authority making the reference without an application by a party, the paper-book shall be prepared under the direction and supervision of the Registrar and Rules 15 and 16 shall not apply:

Provided further that no application for revision under sub-section (1) or sub-section (2) of Section 11-A of the U.P. Sales Tax Act, 1948 shall be entertained unless it is accompanied by a treasury challan showing a deposit of two hundred and fifty rupees under the Head "040-Sales Tax-Receipts under the Central-State Tax Act (4) other receipts". No such deposit shall, however, be necessary in the case of an application for revision by or on behalf of the Commissioner of Sales Tax.]

<sup>1</sup>[21. The provisions of this Chapter will *mutatis-mutandis* apply to all cases involving fiscal statutes.]

## CHAPTER XXVIII

[\* \* \* ]<sup>2</sup> Deleted

## CHAPTER XXIX

### BANKING COMPANIES RULES

**1. Short title :-** The Rules contained in this chapter may be cited as Banking Companies Rules.

**2. Definitions :-** In this chapter unless the context or subject-matter otherwise requires--

(a) "Act" means the Banking Companies Act, 1949;

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<sup>3</sup> Ibid

<sup>1</sup> Added vide Notification No. 241/VIIIc-2, Dated 11.06.2012, (Correction Slip No. 244)

<sup>2</sup> Deleted by Notification No. 278/VIIIc-2 (Correction Slip No. 233 ), dated 26.5.2005 , published in the U.P. Gazette Part I (Ka), dated 11.6.2005 and its Corrigendum No.12501/2005, dated 16.9.2005.

(b) "Company" means a company to which the provisions of the Act apply; and

(c) "Judge" means the Judge for the time being exercising the original jurisdiction of the Court in company matters.

**3. General heading :-** (1) The following shall be used as general heading in all cases under the Act or the Rules contained in this chapter :

In the High Court of Judicature at Allahabad.

In the matter of the Banking Companies Act, 1949 (Act X of 1949), and of ..... Bank Ltd.

(2) In matter relating to the winding up of a company, the words "The Indian Companies Act, 1913 (VII of 1913) and" shall be inserted between the words "of" and the "Banking Companies Act" in sub-rule (1).

**4. Verification of petition :-** Every petition under the Act shall be verified in the manner specified in Rule 6 of Chapter XXVIII and presented to the Judge.

**5. Service of notices and summonses :-** [All notices and summonses issued under the Act by the Court or the Official Liquidator shall be sent by registered post Acknowledgment Due and, unless the cover is returned undelivered by the post office [for reasons other than refusal by the person to whom it is addressed], the notice or the summons, as the case may be, shall be deemed to have been delivered to the addressee even if the acknowledgment signed by him has not been received back.

**6. Contest of depositor's claim by Official Liquidator:-** [A claim deemed to have been filed under Section 43 of the Act may be contested by the Official Liquidator by means of a report to the Court that there are reasons for doubting the genuineness or correctness of the entry or entries in the books of the company on which it is based. The report shall also state the reasons for doubting the claim. Upon receipt of the report, and if the Court is satisfied that there is reason for

such doubt, it shall cause notice to be given to the depositor calling upon him to appear and prove his claim.]

**7. Special rules of procedure :-** During the course of all enquiries and proceedings under Parts III and III-A of the Act, the following special rules of procedure shall be followed, viz :

(A) The Court may presume--

- (a) in the case of any document which has been duly registered in accordance with the provisions of the Indian Registration Act (XVI of 1908), that the signature and every other part of such document which purports to be in the handwriting of any particular person is in that person's handwriting and that it was duly executed and attested by the person or persons by whom it purports to be executed and attested;
- (b) as against a party, that any document which purports to have been signed by him has been so signed.

(B) Secondary evidence of the contents of a document shall be allowed to be tendered without giving previous notice prescribed by Section 66 of the Evidence Act in cases where the original is in the custody of the person against whom the document is sought to be proved.

(C) Where it is necessary to record the deposition of a witness the same shall be taken down to the dictation of the Judge in open Court. The record so prepared shall, in cases where the witness can read the language of the Court, be read and signed by him. In other cases, the statement shall be read over to him only if he makes a request for it. But a note shall in every case be appended by the Judge to the effect that the statement has been recorded under his supervision.

(D) If a party, who has been ordered by the Court to produce a document to make discovery or grant an inspection or to answer interrogatories, makes default (without sufficient cause), in doing so, he shall be liable, if a petitioner, to

have his petition dismissed and, if an opposite party, to have his defence struck off.

(E) The Court may take cognizance of any offence under Section 45-J of the Act either upon a report of the Official Liquidator or on facts being brought to its notice by any depositor, creditor or contributory or suo motu.

(F) (i) Where an offence triable under Section 45-J (i) is tried summarily the procedure provided in the Code of Criminal Procedure for the trial of summons cases shall, so far as it is not inconsistent with the provisions of the Act be applicable, Where, however, the offence to be tried summarily under Section 45-J (1) is tried jointly with an offence under Section 45-J (2) the procedure provided in the Code of Criminal Procedure for the trial of warrant cases shall be applicable, provided that it shall not be necessary to adjourn the case under Section 256 (1) of the Code of Criminal Procedure before requiring the accused to enter upon his defence or inquiring of him whether he wishes to further cross-examine any witness whose evidence has been taken.

(ii) Where the offences triable under Section 45-J are not tried summarily, the procedure provided in the Code of Criminal Procedure for the trial of Warrant cases shall, so far as it is not inconsistent with the provision of the Act, be applicable.]

(G) An appeal shall lie against a judgment of the Court to a Division Bench in cases where the said Court awards a sentence of more than six months' imprisonment.

(H) The period of appeal for any such appeal shall be thirty days exclusive of the time taken in obtaining a copy of the judgment appealed against.

(I) Notice of every appeal shall be sent, in addition to the parties concerned to the Official Liquidator, and if it be an appeal against conviction, to the Government Advocate also.

(J) All offences punishable under the Act or under the Indian companies Act, 1913 or under the Company's Act, 1956 may be tried summarily, provided they are punishable with imprisonment not exceeding three years with or without fine.

(K) A person applying under Section 45-D (9) for varying the list of debtors settled ex parte, shall, at the time of presenting his application, either deposit in the Court the amount due from him by reason of the order passed under Section 45-D (4) or give such security for the payment thereof as the Court may, on a previous application made by him in this behalf have directed.

**8. Paper book in appeal:-** In every appeal preferred against the decision of a claim by or against a company, a printed paper-book shall be prepared if the valuation of the appeal is twenty thousand rupees or more. In other cases a typewritten paper-book shall be prepared.

The cost of preparation of such paper-book shall be paid by the appellant and the procedure prescribed in Chapter XIII shall, in so far as may be and with necessary modifications and adaptations, apply.

**9. List of Debtors :-** List of debtors shall be filed by the Official Liquidator in the form prescribed by the Central Government in the rules framed under Section 52. So long as the form is not prescribed, they may be filed in any suitable form, but they should contain all the particulars mentioned in the Fourth Schedule.

**10. Settlement of Lists :-** Rules 112 to 118 of Chapter XXVIII of the Rules of Court, 1952, Volume I, for settling the lists of contributories shall apply mutatis mutandis for settling the lists of debtors.

**11. Preparation of reports under Section 45-G:-** The Official Liquidator may, if he so desires, be allowed the assistance of a firm of chartered accountants in the preparation of his report under Section 45-G.

**12. Presentation of report :-** The report under Section 45-G shall be presented to the Judge in chambers in the first instance. If the Judge perusing the report considers it desirable to hold a public examination, he shall direct notice to issue to the party concerned to appear in Court and show cause why he should not be publicly examined.

**13. Public examination of report :-** If after hearing the opposite party, the Judge orders the public examination to be held, he shall fix a date for the purpose.

**14. Notice of date :-** The Official Liquidator shall give notice of the date appointed for holding the public examination to the creditors and contributories by advertisement in such newspapers as the Judge may direct.

**15. Notice of adjournment :-** Where an adjournment of the public examination has been directed, notice of the adjournment shall not be advertised unless it is directed by the Judge.

**16. Failure to attend :-** If any person who has been directed by the Judge to attend for public examination fails to attend at the time appointed for holding or proceeding with the same, and no good cause is shown by him for such failure, or if before the day appointed for the examination the Official Liquidator satisfied the Judge that such person has absconded or that there is reason to believe that he is about to abscond with the view of avoiding examination, the Judge, on being satisfied that notice of the order and of the time appointed for attendance at the public examination was duly served, may without any further notice issue a warrant in the prescribed form for the arrest of the person required to attend, or make such other orders as the Judge may deem just.

**17. Inspection of record by Reserve Bank :-** The Registrar shall allow any Official of the Reserve Bank authorised in this behalf by the 94[Bank] to inspect the record of any case concerning any Bank in liquidation, unless for reasons to be recorded in writing, he considers the inspection unnecessary or vexatious, or the Court in its discretion has disallowed the inspection.

**18. Application of Rules in Chapter XXVIII :-** Subject to the Rules contained in the Chapter and the provisions of the Act, the Rules contained in Chapter XXVIII shall, in so far as may be and with necessary modifications and adaptations, also apply proceedings under this Chapter.



## TESTAMENTARY AND INTESTATE JURISDICTION

### SECTION A-PRELIMINARY

**1. Definitions:-** In this Chapter, unless the context otherwise requires--

- (i) "The Act" means the Indian Succession Act, 1925;
- (ii) "Will" includes a codicil.

**2. General heading:-** The following shall be used as general headings in all cases under the Act or this Chapter:

In the High Court of Judicature at Allahabad

#### **Testamentary and Intestate Jurisdiction**

Testamentary Case/Suit No. of 19 . . .

In the matter of the goods of . . . . . deceased

### *SECTION B--NON-CONTENTIOUS BUSINESS*

**3. Non-contentious business:-** Non-contentious business shall include the business of obtaining probate and letters of administration (with or without the will annexed, and whether general, special or limited) where there is no contention as to the right thereto or where there has been contention the contest is terminated, and all ex parte business to be taken in the Court in matters of testacy and intestacy not being proceedings in any suit, and also the business of lodging caveats against the grant of probate or letters of administration.

**4. Notice to Board of Revenue :-** The Registrar General shall give notice of every application for probate or letters of administration to the Board of Revenue within one week of the filing of the application.

**5. Application for probate :-** Application for probate shall be made by petition with the will annexed, accompanied, if the will is not in English or Hindi, with an official translation thereof in English. Such application shall contain an

undertaking that an inventory and account will be filed within six and twelve months respectively after the date of issue of probate. the petition shall be in the prescribed form or as near thereto as the circumstances of the case may permit and shall be accompanied by--

- (a) an affidavit of one of the attesting witnesses if procurable, in the prescribed form; and
- (b) an affidavit of valuation in the form set forth in Schedule III of the Court Fees Act, 1870 along with an appropriate account specifying all the property in respect of which estate duty is payable upon the death of the deceased.
- (c) an authenticated copy of the application; and
- (d) a certificate of death by a competent authority or an affidavit of the person who may have actually witnessed the death or may be fully acquainted to testify about the death of the testator.

A copy of the affidavit under Clause (b) shall also be delivered to the Controller of Estate Duty, Uttar Pradesh.

**6. Application for letters of administration :-** Application for Letters of administration shall be made by petition in the prescribed form or as near thereto as the circumstances of the case may permit and shall be accompanied by annexures (b) 96[(c) and (d)] mentioned in the last preceding Rule :

Provided that the application for grant of letters of Administration under Section 244 or 246 of the Act, shall also, if the petitioner is acquainted with the facts, state the age of the minor or shall be accompanied by the affidavit of the person who is so acquainted, stating the age of the minor.

**7. Application for letters of administration with the will annexed:-** Where the application is one for letters of administration with the will annexed it shall also set out the names and addresses of the legal representatives of the deceased (unless the Court sees fit to dispense with them), and shall also be accompanied by annexure (a) referred to in Rule 5.

**8. Certificate that no other grant has been made :-**

Within fourteen days of the filing of an application for probate or letters of administration the Registrar General shall certify whether any intimation has been received by the Court from any other High Court or any district Court, of any grant of any probate or of letters of administration of the property and credits of the deceased having effect throughout the territory of India.

Such certificate shall be made on the order-sheet and shall be in the prescribed form.

**9. Certificate as to Court-fee :-** No order for the issue of a grant of probate or letters of administration shall be made--

- (a) until after the Registrar General has certified either that the Court-fee payable on the grant has been paid or that no Court fee is payable, such certificate being made on the order-sheet in the prescribed form; and
- (b) until the applicant has delivered the account referred to in clause (b) of Rule 5 and has produced a certificate from the Controller, under Section 60 or 67 of the Estate Duty Act, 1953, that the estate duty payable in respect of the property included in the account has been or will be paid or that none is due, as the case may be.

**10. Proof of identity:-** the Judge may, where he deems it necessary, require proof, in addition to the usual statement required to be made in the petition, of the identity of the deceased or the party applying for the grant.

**11. Interlineations, alterations, etc. in will to be sworn to by attesting witnesses:-** Where interlineations, alterations, erasures or obliterations appear in the will (unless duly executed as required by the Act or recited in or otherwise identified by the attestation clause) a statement shall, if possible, be made in the affidavit of the attesting witness whether they existed in the will before its execution or not.

**12. In absence of attesting witness what other evidence must be produced :-** If no affidavit by any of the

attesting witnesses is procurable, an affidavit shall be procured (if possible) from some other person (if any) who may have been present at the execution of the will; but if no affidavit of any such person can be obtained, evidence on affidavit must be produced of that fact and of the handwriting of the deceased and one attesting witness and also of any circumstances which may raise a presumption in favour of due execution.

**13. Attempted cancellation must be accounted for:-**

Any appearance of an attempted cancellation of a testamentary writing by burning, tearing, obliteration or otherwise, and every circumstance leading to a presumption of abandonment or revocation of such writing or part thereof, must be accounted for.

**14. Unsigned or unattested will :-** In cases in which it is not necessary that a will should be signed by the testator or attested by witnesses to constitute a valid testamentary disposition of the testator's property, the testator's intention that it should operate as his testamentary disposition must be clearly proved by affidavit.

**15. Renunciation :-** No person, who renounces probate of a will or letters of administration of the property of a deceased person in one character, shall, without the leave of the Judge, take out representation to the same deceased in another character.

**16. Application for administration by creditor :-** In all applications by a creditor for letters of administration, it shall be stated particularly how the debt or debts arose, the amount due on the date of the application, and whether the applicant has any and what security therefor.

**17. Production for deed referred to in will:-** If a will contains a reference to any paper, memorandum, or other document of such nature as to raise a question whether it ought not to form a constituent part of the will, such paper, memorandum or other document shall be produced with a view to ascertain whether it is entitled to probate, and where not produced, its non-production must be accounted for.

**18. Persons consenting to an application for letters of administration shall do so on affidavit :-** Persons desiring to give their consent to an application for letters of administration shall do so on affidavit, stating their relationship to the deceased and that they consent to the grant of letters of administration to the petitioner.

**19. Citation to rightful parties:-** On an application for letters of administration, unless otherwise ordered by the Judge or Registrar General, a citation shall issue to all persons including the Administrator General having a right to take the grant prior or equal to that of the applicant, unless such persons have signified their consent to the application.

**20. Citation on application by creditor :-** Where letters of administration are applied for by a creditor, a special citation shall be issued to the widow, if any, and to the next-of-kin, provided they shall be resident within the jurisdiction or have any known agent or agents resident within the jurisdiction, and to the Administrator General, and a general citation shall be issued to all persons claiming to have any interest in the estate of the deceased.

**21. Citations:-** All citations shall, unless otherwise ordered, direct the persons cited to show cause on such day certain as the Judge shall direct and shall be in the prescribed form and, where they cannot be served in the manner provided for service of process, may be served by the insertion as an advertisement in such newspaper as may be directed, of a notice in the prescribed form.

**22. Proof of publication :-** Proof of due publication of a citation by advertisement shall be by affidavit, unless the Judge or Registrar General has directed that such citation be published once only in a single newspaper in which case a copy of the issue of the newspaper containing the said advertisement may be filed in lieu of an affidavit. The affidavit shall be in the prescribed form or as near thereto as circumstances permit.

**23. Proof of power-of-attorney :-** Unless a power-of-attorney constituting such attorney or the attorney of an executor absent from the State can, under Section 85 of the Indian Evidence Act, 1872, be presumed to have been

executed and authenticated as in the said section mentioned, the Court may require further proof of its due execution.

**24. Grant when to have effect in the State :-** All grants of probate or letters of administration (with or without the will annexed) other than grants under the Administrator General's Act, shall unless otherwise ordered, be drawn up by the Registrar General to have effect within the State.

**25. Grant when to have effect throughout India :-** In all cases in which it is sought to obtain a grant of probate or letters of administration (with or without the will annexed) to have effect throughout the territory of India, or, under the Administrator General's Act, 1913, to have effect throughout one or more of the other Divisions as defined in that Act such grant shall be expressly asked for, and it shall be shown where the assets are situated.

**26. Administration bond :-** Every person to whom a grant of letters of administration, other than a grant under Section 241 of the Act, is committed, shall give a bond to and in the name of the Chief Justice with one or more sufficient sureties to be approved by the Registrar General. Such bond shall in all cases be prepared in the office of the Registrar General and shall unless otherwise ordered by the Court, be given in the amount of the full value of the property for which the grant is to be made less the amount of debts (if any) secured by mortgage of the estate property. The bond, unless given by a Guarantee Society, shall be in the prescribed form.

**27. Guarantee Society as surety :-** A Guarantee Society, if approved of by the Court, may be accepted as surety upon its joining in a bond, which shall be in the prescribed form, with the Administrator or Administrators.

**28. Representation of Guarantee Society by agent:-** Where such a Guarantee Society is represented by an agent, the document or documents authorising the latter to; act on behalf of the Society shall in the first instance be submitted to and approved of by the Court, and whenever a bond is sent to him for signature, it shall be accompanied by a letter and the agent shall send a reply under his signature (forms prescribed).

**29. Filing of annual balance-sheet by such Society:-** Every such Society shall each year file with the Registrar General a copy of the Society's annual balance-sheet duly audited, which copy shall be verified by the affidavit of the agent or principal officer and be submitted by the Registrar General to the Court.

**30 Attestation of bond:-** The execution of administration bond by person other than a Guarantee Society shall be attested by the Registrar General or where executed outside the Court-house, by the Registrar General or such gazetted officer as may be nominated by the Registrar General for that purpose.

**31. Consequence of neglect to proceed with petition or to furnish security:-** If a petitioner for a grant of probate or letters of administration, for three months from the date of admission of the petition, neglects to proceed with petition, or for three months from the date of the order for grant neglects to give the required security or otherwise to proceed with the application, or to take out the grant, the Registrar General shall give notice in writing of his default to the Administrator General, who may then apply to the Court for an order that the petition be dismissed and that he may be at liberty to apply for a grant of letters of administration.

If no further steps are taken in the matter the petition may be listed before the Court for dismissal and the Court may thereupon make such order as it thinks fit.

**32. Schedule of property to accompany certificate under Section 274 of the Act or Section 24 of the Administration- General's Act, 1963 :-** With every certificate to be sent to a High Court under the provisions of Section 274 of the Act or Section 24 of the Administrators-General's Act, 1963, the Registrar General shall send a copy of so much of the schedule of the property and creditors of the deceased as relates to the estate within the jurisdiction of such Court.

**33. Extension of grants :-** A grant--(a) under the Act, or (b) under the Administrator General's Act, 1913, having effect within the State may be amended so as to extend its effect in case (a) throughout the territory of India or in case (b) throughout one or more of the other Divisions as defined in

that Act. The application shall be by petition supported by a further affidavit of valuation in the form set out in the Schedule III of the Court-fees Act, 1870, with such variations as the circumstances may require, and on payment of the probate duty payable in respect thereof, and in case of grant of letters of administration with or without the will annexed, on the petitioner giving a further bond, the grant may be amended accordingly.

**34. Inventory and account** :- Inventory and account to be furnished by an executor or administrator under Section 317 of the Act shall be in the prescribed form, and shall be verified in the manner following :

"I ..., the executor (or administrator) named in the above inventory, do hereby declare that the said inventory is in every respect true, perfect and correct to the best of my knowledge, information and belief, and that the same contains a full, true and perfect inventory of all the property in the possession of the deceased, at the date of his death, and of all credits owing to him, and of all debts owing by him"; or

"I ... , the executor (or administrator) named in the above account, do hereby declare that the said account is true, perfect and correct to the best of my knowledge, information and belief, and that it gives a full, true and perfect account of all the estate and effects of the deceased which has or have come into my hands, possession, power, control, custody or knowledge, and of the disposition of the same.

#### *SECTION C--CONTENTIOUS BUSINESS*

**35. Caveats** :- Any person intending to oppose the issuing of a grant of probate or letters of administration must either personally or by his Advocate file a caveat in Court in the prescribed form. Notice of the filing of the caveat shall be given by the Court to the petitioner or his Advocate in the prescribed form.

**36. Affidavit in support of caveat** :- Where a caveat is entered after an application has been made for a grant of



probate or letters of administration with or without the will annexed, an objection supported by affidavit shall be filed within fourteen days of the caveat being lodged. Such objection shall state the right and interest of the caveator and the ground of objection to the application.

**37. When caveat is entered before application for grant is filed :-** Where an application for grant of probate or letters of administration with or without the will annexed is presented after a caveat has been filed, the Registrar General shall forthwith issue notice to the caveator calling upon him to file his objection supported by affidavit within fourteen days from the service of such notice.

**38. Consequence of non-compliance:-** Where the caveator fails to file any objection in compliance with Rule 36 or in compliance with the notice issued under Rule 37, the caveat may be discharged by an order to be obtained on application to the Court.

**39. Conversion of application into suit :-** Upon the affidavit in support of the caveat being filed (notice whereof shall immediately be given by the caveator to the petitioner) the proceedings shall be numbered as a suit in which the petitioner for probate or letters of administration shall be the plaintiff, and the caveator shall be the defendant, the petition for probate or letters of administration being registered as and deemed a plaint filed against the caveator, and the objection filed by the caveator being treated as his written statement in the suit. The procedure in such suit shall, as nearly as may be, be according to the provisions of the Code.

**40. Proof in solemn form :-** The party opposing a will may, with his affidavit, give notice to the party setting up the will that he merely insists upon the will being proved in solemn form of law, and only intends to cross-examine the witnesses produced in support of the will, and he shall thereupon be at liberty to do so, and shall not, in any event, be liable to pay the costs of the other side, unless the Court shall be of opinion that there was no reasonable ground for opposing the will.

**41. Trial of preliminary issue :-** The Court may, on the application of the petitioner, before directing that the proceedings be numbered as a suit, direct the trial of an issue as to the caveator's interest. Where, upon the trial of such

issue, it appears that the caveator has no interest, the Court shall order the caveat to be discharged, and may order the issue of probate or letters of administration as the case may be.

#### *SECTION D-- MISCELLANEOUS*

**42. Custody of original will** :- (i) Every original will filed in the court for the purpose of an application for the grant of a Probate or Letters of Administration with the Will annexed shall, except as hereinafter provided, remain in the custody of the Registrar General and shall be preserved by him in the manner hereinafter mentioned :

Provided that it shall be lawful for the Registrar General upon the requisition from any other court for the production of an original Will in a case pending in such court to forward the Will in a sealed packet under the custody of a responsible officer to such court for production in the pending case. The Officer shall deliver the sealed packet containing the Will to the Judge of such court and the Judge shall thereupon take all needful precautions for the safe custody and preservation of the Will, until he has returned the same in a sealed packet to the officer to whom it was entrusted for production, who shall deliver the sealed packet to the Registrar General for the purpose for which it was filed.

(ii) The Registrar General may transmit a Will to a court requiring its production by registered post insured for not less than Rs. 1,000, when its production through a responsible officer before that court, shall entail an amount of delay or expense which is unreasonable.

(iii) The Registrar General shall not comply with any requisition for the production of a Will except on receipt of a sum sufficient to cover all necessary expenses.

(iv) When any such original Will is filed, the Registrar General shall endorse upon it a serial number and a reference to the application in which it is filed and shall cause a copy of the Will to be made and after the copy has been examined by himself or such officer of the court as he directs and found by him to be a true copy, shall certify the copy to be a true copy and shall place it with the records and the Will shall thereupon be placed in a sealed cover and shall be locked up in a fire proof box, which shall be kept in the sole custody of the

Registrar General. The key of the box shall also be in the sole custody of the Registrar General, who will be held responsible for the safe custody of the box and its contents.

(v) No original Will, after being placed in the fire proof box, shall be removed therefrom except under an Order in writing of the Registrar General made for the purpose of--

- (a) complying with a requisition as required by the proviso to Rule 42 (i), or
- (b) for being produced in Court on the hearing of the application for the purpose of which it was filed or on the hearing of an application for the revocation of a grant of probate or Letters of Administration with the Will annexed or on the hearing of a case in court or in any subordinate court, in which it is necessary to put such Will in evidence,
- (c) for being copied, and
- (d) for inspection of the Will.

(vi) A special register shall be maintained in the prescribed form for making entries of such Wills filed in the court.

(vii) Alphabetical index shall also be prepared in the prescribed form to the entries made in the Register and a copy of such index shall be attached to the Register. The Registrar General may upon an application in writing for inspection of the Register or any Will mentioned in such Register, make an order for the inspection of the same :

Provided that rules contained in Chapter XXXIX, with regard to entertainment of an application for inspection and inspection of records and register of records shall also apply to the entertainment of an application for inspection of any original Will and Register of original Will and also for inspection of original Will and register of Wills.

(viii) Every copy of original Will shall be made in the presence of the Registrar General or such officer of the Court as the Registrar General may direct.

(ix) Application for copy of the original Will shall be submitted to the court and such a copy shall only be granted subject to the conditions which is attached to the inspection of original Wills.

**43. Decree under Section 295 of Administrators-General Act, 1963:-** (a) (i) In all cases falling under Section 295 of the Act, a decree shall be drawn up in the prescribed form.

(ii) The decree shall direct the grantee to file in court within six months and one year respectively the inventory and account mentioned in Section 317 of the Act.

(b) After an order for grant of probate is made and in contentious cases the decree is drawn up, the probate or Letters of Administration shall be drawn up in the form prescribed in Schedule VI or VII of the Act, as the case may be, on stamp paper of requisite value produced by the petitioner, upon the petitioner filing in the court the Administration Bond of himself and/of his sureties in accordance with the orders of the Court.]

**44. Administrator-General Act, 1963 :-** Nothing in this Chapter shall apply to applications to be made or acts to be done by the Administrator General in so far as they conflict with the provisions of the Administrators-General's Act, 1963.

**45. Application of Rule to subordinate Courts :-** The Rule contained in this Chapter shall, so far as may be and with necessary modifications and adaptations, also apply to proceedings under the Act in subordinate Courts.]

#### APPENDIX TO CHAPTER XXX

#### **RULES UNDER SECTIONS 223 AND 236 OF THE INDIAN SUCCESSION ACT, 1925**

The following Rules <sup>1</sup>have been made by the Government under Sections 223 and 236 of the Indian Succession, Act

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<sup>1</sup> Govt. of India, Home Deptt, Not. No.F-349/32-Judicial, dated Jan 17, 1933 as amended by Not. No. F-242/35-Judicial, dated March 27, 1935, published in the Gazette of India, dated Jan 21, 1933, Part-I, Page 40, and dated March 30, 1935, Part-I, page 505.

1925, for the issue of grants of probate and letters of administration to companies, namely-

(1) In these Rules-

(a) "Share capital" includes stock; and

(b) "Trust business" means the business of acting as trustee under wills and settlements and as executor and administrator.

(2) The condition to be satisfied by a company in order to render it eligible for the grant of probate or Letters of Administration under the Indian Succession Act, 1925, shall be the following, namely--

(1) The company shall be either--

(a) a company formed and registered under the Indian Companies Act, 1913, or under the Indian Companies Act, 1866, or under any Act or Acts repealed thereby, or under the Indian Companies Act, 1882, or a company formed under any other Act of the Governor General-in-Council or of the Indian Legislature, or

(b) a company constituted under the law of the United Kingdom of Great Britain and Northern Ireland or any part thereof, and having a place of business in India, or

(c) a company established by Royal Charter having a place of business in India.

(2) The company shall be a company empowered by its constitution to undertake trust business.

(3) The company shall have a share capital for the time being subscribed of not less than--

(a) rupees 10 lakhs in the case of a company of the description specified in sub-clause (a) of Clause (1), and

(b) pound 1,00,000 in the case of a company of the description specified in sub-clause (b) of Clause (1),

of which at least one-half shall have been paid in cash :

Provided that the President may exempt any company from the operation of this clause.

## CHAPTER XXXI

### ARBITRATION RULES

**1. Preliminary** :- The rules contained in this Chapter are made under Section 44 of the Arbitration Act, 1940, hereinafter referred to as the Act.

**2. Presentation of application under Arbitration Act, 1940**:- All applications under the Act shall be made by petition and shall be presented to the Court in the same manner as a plaint or other application. The petition shall be verified in the same manner as a plaint and shall, if necessary, be supported by an affidavit.

**3. Form of petition**:- The petition shall be divided into paragraphs, numbered consecutively, and shall contain the name, description and place of residence of the petitioner as well as the opposite party, and a statement in summary form--

(a) of all material facts;

(b) of facts showing that the Court to which the application is presented has jurisdiction; and

(c) of the nature of the relief asked for;

and shall specify the names, descriptions and place of residence of other persons likely to be affected by it.

**4. Statement of special case under Section 13 (b) of the Act** :- (1) In a reference under Section 13 (b) of the Act, the question of law on which the opinion of the Court is sought and the facts out of which it arises shall be distinctly

stated. A copy of the arbitration agreement if any shall be annexed to such reference. The arbitrators or umpire making the reference shall give notice of the action taken by them to the parties concerned.

(2) When the Court has pronounced its opinion under Section 14 (3) of the Act, a copy thereof shall be sent to the arbitrators or umpire making the reference and they shall have such opinion added to and made part of the award.

**5. Cases to be registered as suits or miscellaneous cases :-** A case in which the award is filed under Section 14 (2) or an application made under Section 20 (1) of the Act shall be numbered and registered as a suit. Other applications under the Act shall be numbered and registered as a miscellaneous case.

**6. Issue of notice:-** After a petition has been presented the Court may, if it is not in order or according to law, reject it. If it is not so rejected, the Court shall direct notice thereof to be given to all persons mentioned in the petition and to such other persons as may seem to it to be likely to be affected by the proceedings, requiring all or any of such persons to show cause, within the time specified in the notice, why the relief sought in the petition should not be granted. Such notice should be accompanied by such copies of the petition and the affidavit, if any, copies being supplied by the petitioner.

**7. Payment of process-fees:-**(1) The petitioner shall deposit the necessary process-fees for service of notice on the other parties concerned within seven days of the order directing the issue of notice or within such further time as the Court may, for sufficient cause shown, allow.

(2) The party who may have requested the arbitrators or umpire under Section 14(2) of the Act to cause an award to be filed shall, within seven days after the filing of the award or within such further time as the Court may, for sufficient cause shown, allow, deposit the necessary process-fees for the service of notice on the other parties concerned.

**8. Mode of filing award:-** (1) Where the award is filed by the arbitrators or umpire under Section 14 (2) of the Act they shall send to the Court under sealed cover the award or a

signed copy thereof together with any proceedings or depositions and documents which may have been taken and proved before them and the opinion pronounced by the Court on the special case under Section 14 (3) of the Act, if any. They shall also send with the award a copy of the notice given to the parties concerned under Section 14 (1) of the Act. If the sealed cover is sent by post, it shall be sent under registered cover.

(2) Where the award is filed by a party to the arbitration, any party may move the Court to direct the arbitrators or umpire to produce before it any proceedings or depositions and documents which may have been taken and proved before them together with record of the arbitration which may be in their possession.

**9. Application under Section 20 (1) of the Act :-** Every application under Section 20 (1) of the Act shall be accompanied by a copy of the arbitration agreement.

**10. Issue of processes at the request of arbitrators or umpire :-** (1) The Court shall cause processes to be issued to the parties to an arbitration proceedings or to witnesses on the written request of the arbitrators or umpire.

(2) If the proceedings are under Chapter II of the Act the request for the issue of such processes shall be accompanied by a copy of the agreement under which the arbitrators or umpire are acting.

**11. Court-fees and process-fees :-** Court-fees and process-fees chargeable with respect to all matters, under the Act shall, as nearly as may be, be in accordance with the provisions of the Court Fees Act, 1870, and the rules for the time being in force relating to the payment of such fees on the original side.

**12. Procedure:-** In matters not provided for in this Chapter the provisions of the Code and any rules governing the proceedings of the Court shall, so far as may be and with necessary modifications and adaptations, apply to all proceedings including appeals under the Act before the Courts.

**13. Proceedings in subordinate Courts:-** the rules contained in this Chapter shall, with necessary modifications



and adaptations, also apply to proceedings under the Act in subordinate Courts.

## CHAPTER XXXII

### **RULES UNDER SECTION 16 OF THE INDIAN DIVORCE ACT, 1869**

**1. Decree nisi not to be made absolute for certain period :-** A decree nisi shall not be made absolute till after expiration of a period of six months or such longer period as may be specially fixed by the Court at the time of the passing of the decree, from the pronouncing thereof.

**2. Objections to decree nisi being made absolute :-** (1) Any person other than the officer <sup>1</sup> appointed under Section 17-A of the Indian Divorce Act, 1869, wishing to show cause against a decree nisi being made absolute may after obtaining the leave of the Court enter an appearance in the proceeding in which the said decree was pronounced, and at the same time file an objection, supported by affidavit, setting forth the facts upon which he relies.

(2) Copies of the objection and the affidavit shall thereafter be served upon the party in whose favour the said decree was pronounced or his Advocate and such party may within a time to be fixed by the Court file a reply supported by affidavit. The person showing cause against the said decree being made absolute may, within a further time to be so fixed, file a reply thereto.

(3) No such affidavit shall be required when cause is shown by the officer appointed under Section 17-A of the Indian Divorce Act, 1869.

## APPENDIX TO CHAPTER XXXII

### **RULES UNDER SECTION 17-A OF THE INDIAN DIVORCE ACT, 1869**

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<sup>1</sup> Under Govt. of India, Home Department (Judicial) Not.No. F-928/27, dated July 28, 1928 published in the Gazette of India, dated August 4, 1928, Part-I, p.692, the Govt. Advocate has been appointed an officer under section 17 A.

**1. Short title:-** These Rules <sup>1</sup> may be called the Indian Divorce (Domiciled Parties) Intervention Proceeding Rules, 1928.

**2. Definitions :-** In these Rules, unless there is anything repugnant in the subject or context,--

"Act" means the Indian Divorce Act (IV of 1869);

"Officer" means an officer appointed under Section 17-A of the Act to exercise the like rights to showing cause that a decree for the dissolution of marriage should not be made absolute or should not be confirmed, as the case may be, as is exercisable in England by the King's Proctor.

"Pleader" means any person entitled to appear and plead for another in court, and includes an Advocate, a vakil and an attorney of a High Court, and

"Proceeding" means a suit or proceeding under the Act.

**3. Officers to take steps in proceedings :-** (i) If any person during the progress of a proceeding or before the decree nisi is made absolute gives information to the officer or any matter material to the due decision of the case, the officer may take such steps as he considers necessary or expedient.

(ii) If, in consequence of any such information or otherwise, the officer suspects that any parties to the petition are or have been in collusion for the purpose of obtaining a decree contrary to the justice of the case, he may, after obtaining the leave of the Court, intervene and produce evidence to prove the alleged collusion.

**4. Appearance in proceedings in which decree nisi pronounced :-** (i) When the officer desires to show cause against making absolute a decree nisi, he shall enter an appearance in the proceeding in which such decree nisi has been pronounced and shall, within a time to be fixed by the Court, file his plea setting forth the grounds upon which he desires to show cause as aforesaid and a certified copy of his

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<sup>1</sup> Govt. of India Home Deptt. (Judicial) Noti.No. F-928/27-1, dated July 28, 1928, published in the Gazette of India, dated August 4, 1928, Part-I, page 692.

plea shall be served upon the petitioner or person in whose favour such decree has been pronounced or his pleader. On entering an appearance the officer shall be made a party to the proceedings and shall be entitled to appear in person or by pleader.

(ii) Where such plea alleges the petitioner's adultery with any named person a certified copy of the plea shall be served upon each such person omitting such part thereof as contains an allegation in which the person so served is not named.

(iii) All subsequent pleadings and proceedings in respect of such plea shall be filed and carried in the same manner as in respect of an original petition under the Act, except as hereinafter provided.

(iv) If the charges contained in the plea of the officer are not denied or if no answer to the plea of the officer is filed within the time allowed or if an answer is filed and withdrawn or not proceeded with, the officer may apply forthwith for the rescission of the decree nisi and dismissal of the petition.

(v) Where the officer intervenes and shows cause against a decree nisi in any proceedings for divorce, the Court may make such order as to the payment by other parties to the proceeding of the costs incurred by him in so doing or as to the payment by him of any costs incurred by any of the said parties by reason of his so doing, as may seem just.

CHAPTER XXXIII  
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CHAPTER XXXIV

**RULES UNDER THE PRESS (OBJECTIONABLE MATTER)  
ACT, 1951**

**1. Application of Rules in Chapter XXXIII :-** The Rules contained in Chapter XXXIII shall, so far as may be and with necessary adaptations and modifications, apply to applications made to the Court under Section 24 of the Press (Objectionable Matter) Act, 1951.

**2. Reference, appeal or revision under Press (Objectionable Matter) Act, 1951** :- A reference made under Section 21 (2) of the Press (Objectionable Matter) Act, 1951, shall be dealt with in so far as may be as a reference under Section 307 of the Code of Criminal Procedure, 1898, and an appeal or revision under that Act shall be dealt with in so far as may be as an appeal or revision under the same Code.

## CHAPTER XXXV

### **REFERENCES UNDER THE CHARTERED ACCOUNTANTS ACT, 1949**

**1. Papers to accompany the finding of the Council** :- The Council of the Institute (hereinafter referred to as the Council) when forwarding its finding to the Court shall submit along with it all the relevant papers which were before the Council and the Disciplinary Committee and in particular the following papers, namely--

- (a) complaint or information;
- (b) written statement of defence;
- (c) deposition of witnesses;
- (d) documents marked as exhibits;
- (e) notes of the hearing before the Disciplinary Committee and the Council; and
- (f) report of the Disciplinary Committee.

The Council shall submit to the Court along with its finding two extra copies thereof together with two extra copies of the papers enumerated above or their translations in English where such papers are not in English or in the language of the State.

The council shall also furnish to the Court the postal addresses of all persons on whom notices are required to be served under Section 21 (2) of the Act.

**2. Fixing date of hearing** :- On receipt of the finding of the Council and the papers mentioned in the preceding Rule the Registrar General shall fix a date for the hearing of the case and shall forthwith issue notices in the prescribed forms at the addresses furnished by the Council under the next preceding Rule. Notices shall also be issued to the counsel and the central government. The notices shall also be sent by registered post so as to be served not less than fifteen days before the date fixed for the hearing of the case.

**3. Constitution of the Bench for the hearing of the case**:- The case shall be heard by a Bench consisting of not less than two Judges to be nominated by the Chief Justice.

**4. Copy of final order to be sent to the Council and Central Government** :- The Registrar General shall send certified copies of the final orders of the Court to the Council and the Central Government.

#### CHAPTER XXXV-A

### **RULES UNDER THE TRADE AND MERCHANDISE MARKS ACT, 1958**

**1. Definitions** :- In these Rules, "the Act" means the Trade and Merchandise Marks Act, 1958.

"Registrar General of Trade Marks" referred to in Section 4 of the Act includes any such other officer as may be appointed to discharge the function of the Registrar General in pursuance of Section 4 (2) of the Act.

**2. Title of application**:- All applications or appeals under any provision of the Act shall be entitled :

In the High Court of Judicature at Allahabad.

Application/Appeal under Section ..... of the

Trade and Merchandise Marks Act, 1958.

Applicant

..... -----  
 Appellant

versus

Opposite party

..... -----  
 Respondent

**3. Mode of application** :- All applications and appeals under the Act, shall be made by petition supported by an affidavit and shall be presented to the Registrar General.

If the Registrar General finds the application or appeal to be in order, he shall direct it to be placed before the Court for orders on the next working day.

**4. Disposal by court at first hearing** :- The Court may either admit the application or appeal so placed before it or reject summarily or make such order as the circumstances of the case may require.

**5. Service on the Registrar of Trade Marks** :- Notice of all applications or appeals admitted by the Court, shall be served on the Registrar of Trade Marks who shall have a right to appear and be heard and shall appear, if so directed by the Court.

**6. Record of the case in appeal** :- In all contested appeals from the decisions of the Registrar of Trade Marks, the petitioner and the respondent shall furnish to each other, within two weeks from the date of filing of the affidavit in reply, a list of the documents forming part of the record of the case before the Registrar of Trade Marks, on which they rely for the purposes of the hearing of an appeal. The petitioner shall prepare a duly indexed compilation of the documents relied upon by either side and furnish a copy thereof to the Court and to the other side.

**7. Reference under Section 107 (2)** :- Where the Registrar of Trade Marks makes a reference to the Court under Section 107(2) of the Act, he shall give notice of the fact to the parties concerned. He shall also supply to the Court the postal addresses of all the persons concerned in the reference. After the reference has been filed, a date shall be fixed by

the Registrar for the hearing of the same and notice thereof shall be given to the parties concerned.

**8. Procedure for withdrawal of application under Section 109(7) :-** Where under Section 109 (7) of the Act, an applicant intends to withdraw his application, he shall give notice of the intention in writing to the Registrar of Trade Marks and to the other parties, if any, to the appeal, within one month after the leave referred to in that section has been obtained. He shall inform the Registrar also who shall fix a date for the disposal of the appeal as soon as possible.

**9. Copy of order of Judgment to be sent to the Registrar of Trade Marks :-** A certified copy of every order or judgment of the Court shall be communicated to the Registrar of Trade Marks.

**10. Affidavits as evidence :-** Affidavits shall be treated as evidence of the facts affirmed in them.

**11. Application of the Code of Civil Procedure and Rules and Forms of the Court :-** Matters not provided for in the foregoing Rules shall be governed by the provisions of the Code of Civil Procedure, 1908, and the Rules and Forms of the Courts, shall apply mutatis mutandis to all proceedings under the Act :

Provided that it shall not be necessary for the Court to frame issues.

## CHAPTER XXXV-B

### **RULES UNDER THE COPYRIGHT ACT,1957 (ACT NO. XIV OF 1957)**

**1. Application of Rules of Court and C.P.C. :-** Appeals Section 72 (2) of the Copyright Act, 1957, shall be governed mutatis mutandis by the Rules of Court, 1952 and by provisions of Order XLI of the Code of Civil Procedure and for such purpose such appeals shall be deemed to be appeals from orders.

**2. Stay of proceedings** :- The Court may, for sufficient reasons, direct that any proceedings in pursuance of the order appealed from shall remain stayed on such terms as it thinks fit.

## CHAPTER XXXV-C

### **RULES UNDER THE BANKER'S BOOKS EVIDENCE ACT, 1891 (XVIII OF 1891)**

**1. Scale of fees** :- A Bank ordered under the Banker's Books Evidence Act, XVIII of 1891, to supply certified copies of entries from its books shall be entitled to charge on the following scale :-

Searching fee :- For each year or part of year in respect of which search is made.....Rs. 5.

Copies :- For each bank folio or part thereof.....Rs. 5.

Certificate :- For the certificate under Section 6 of the Act .....Rs. 5.

A bank folio for this purpose is a page of the Banks book of not less than 40 and not more than 50 lines.

**2. Application how made** :- An application shall be made for an order under the said Act and the Court or Judge may either pass an ex parte order granting it or direct that notice of it shall be served on the bank or banks named in it. The application shall set out the particulars of the entries of which it is desired to obtain copies (or, if this is impossible, the year or years in which such entries appear) and their materiality.

**3. Application made in insufficient time and procedure to be followed in such cases** :- All applications shall be made in sufficient time to allow three clear day's notice required to be given by Section 6 (2) of the Banker's Books Evidence Act, and all applications made in insufficient time shall state the reasons thereof.



**4. Service of order on Bank :-** The party who has obtained such order shall serve it upon the Bank or Banks affected and at the same time pay to the Bank or Banks the searching fee.

**5. Banks to make search and make out demand for fees for copies :-** Upon service of the order the Bank or Banks shall forthwith cause search to be made and shall thereafter forthwith inform the party, who has obtained the order, the amount to be paid to such Bank or Banks for copies of the entries to be made in terms of the order.

**6. Parties to pay for certified copies and certificates :-** Thereupon the party concerned shall pay to the Bank or Banks the amount so stated and the fee for the certificate and the Bank or Banks shall upon receipt thereof forthwith prepare and deliver to the party the copies of the relevant entries together with the certificate under Section 6 of the Act.

**7. Saving :-** Nothing in the above rules shall be construed as derogating from the power of the court or the Judge to make such orders as to costs in particular cases as may seem appropriate to it or him under Section 7 of the Act.

#### CHAPTER XXXV-D

#### **RULES UNDER SECTION 4 (E) OF THE POWERS OF ATTORNEY ACT, 1882**

**1. Presentation of Applications:-** An application to deposit any instrument creating a power of attorney shall be made by a petition signed by the applicant which must be presented before the Registrar General either by the applicant in person or by an advocate.

**2. Verification of due execution:-** The instrument creating power of attorney the execution whereof must be verified by affidavit, statutory declaration or other sufficient evidence shall be annexed to such petition. It will be received for deposit to the High Court being satisfied as to its due execution, but the Court may, before making an order for its deposit require further evidence of such execution.

### **3. Custody of the instrument of Power of Attorney :-**

On an order being made by the Court a power of attorney shall be deposited in the file maintained for keeping such documents. The Registrar General shall have the custody of all such instruments.

Entries relating to instruments so deposited will be made in a register containing the following headings :

- (i) Description of document.
- (ii) Date.
- (iii) By whom deposited.
- (iv) Date of deposit.
- (v) Remarks.

### **4. Inspection of the Register of Instrument :-**

Any person desiring to search the register of instruments so maintained or to inspect any such instrument shall be allowed to do so on his making an application to the Registrar General to that effect and paying fee in the form of court-fee stamp, as prescribed hereinafter. A certified copy of the instrument may be issued to an applicant therefor on his/her making a proper application and paying the fee therefor as prescribed hereinafter.

### **5. Certified copy of the instrument :-**

A copy of an instrument so deposited, if presented by a person in the office, may be stamped or marked as a certified copy on payment of the fee as prescribed therefor in the rules. The copy so stamped or marked, shall become and be a certified copy.

### **6. Evidentiary value of the certified copy :-**

A certified copy of an instrument deposited under Rule 2 above shall without further proof, be sufficient evidence of the contents of the instrument and its deposit in the High Court.

### **7. Table of fees :-**

The table of fees for purposes of this Chapter shall be as under :

- (1). For application for depositing an instrument creating a power of attorney. The fees as payable under Article D(e)(5) of Schedule-II of the Court Fees Act as amended in Its application to Uttar Pradesh.

- (2) For search of register of instruments creating a power of attorney Rs. 2.00
- (3) For inspection of such instruments Rs. 2.00
- (4) For stamping or making a copy of such Instrument presented, as certified copy. Rs. 2.00
- (5) For issue of a certified copy--
- (a) Urgent Rs. 4.00
- (b) Ordinary Rs. 2.00

**Notes** :- (i) In addition to the fees prescribed in clauses (2), (3), (4) and (5) above, fee for applications for search, inspection and certified copies shall be payable as in the Court Fees Act as amended in its application to Uttar Pradesh.

(ii) The copies presented for stamping or making as certified copies in clause (4) above can be certified only when they are written or typed on stamp sheets of the value required under Article 24 of Schedule 1-B of the Indian Stamp Act, as amended in its application to Uttar Pradesh.

(iii) The stamp duty as payable under Article 24 of Schedule I-B of the Indian Stamp Act, as amended in its application to Uttar Pradesh, shall also be paid for issue of certified copies under clause (5) above.

## CHAPTER XXXV-E

### RULES FRAMED UNDER SECTION 23 OF THE CONTEMPT OF COURT ACT, 1971

**1. Introduction** :- The Rules contained in this Chapter shall govern presentation and hearing of Contempt of Court cases coming to this High Court under the Contempt of Courts Act, 1971.

**2. Nature of contempt to be indicated** :- Every application, reference or motion for taking proceedings under the Contempt of Courts Act, 1971 shall mention at the head whether it relates to the Commission of 'Civil Contempt' or 'Criminal Contempt' :

Provided that, if there are allegations both of commission of Civil Contempt and Criminal Contempt against the same person/persons, two separate applications shall be moved, one dealing with Civil Contempt and the other with Criminal Contempt.

**3. Facts to be stated in the motion or reference:-** (1) Every such motion or reference made under Section 15 (1) of the Act shall contain in precise language the statement setting forth the facts constituting the contempt of which the person charged is alleged to be guilty and shall specify the date or dates on which the contempt is alleged to have been committed.

(2) Every motion made by the Advocate General under sub-section (2) of Section 15 of the Act shall state the allegations of facts and the view of the informant that in relation to these facts contempt appears to have been committed of which the Court should take cognizance and take further action. The motion should contain sufficient material to indicate why the Advocate General is inclined to move the court.

(3) (a) A petition for taking contempt of court proceedings shall be supported by an affidavit. In case of criminal contempt three copies of the application and the affidavit shall accompany the application :

Provided that if there are more than one opposite parties, the petition shall be accompanied by as many extra copies as there are opposite parties.

(b) When the petitioner relies upon any document or documents in his possession, he shall file the same along with the petition or a copy thereof as annexure to affidavit.

(c) A petition made under Section 15 (1) (b) of the Act shall also be accompanied by the consent in writing of the Advocate General and a copy thereof.

(4) Every petition in respect of criminal contempt, where it is not moved by the Advocate General and where the consent in writing of the Advocate General had not been obtained, and every petition in regard to criminal contempt of a

subordinate court where no reference has been made by it and the petition is moved without the consent of the Advocate General shall clearly state the reasons why the consent in writing of the Advocate General could not be obtained and why the court has been approached to act suo motu.

**4. Civil and criminal contempt's presentation after stamp reporter** :- (a) Every case relating to civil contempt shall be presented before the Bench <sup>1</sup>constituted for that purpose.

(b) Every case of criminal contempt coming under Section 15 of the Act shall be presented before the Bench of not less than two Judges constituted for the purpose.

(c) provided that every case of contempt of Court presented before the Court shall bear the report of the Stamp Reporter as to sufficiency of Court-fee paid and also about limitation. References relating to contempt of court received on Administrative side from the subordinate courts shall, along with the office report with respect thereto, be laid before the Chief Justice, who shall have the discretion to file the same or to order that the same be laid before the Bench concerned, <sup>2</sup>[at Allahabad or Lucknow as the case might be] for further proceedings in connection with the case.

**5. Issuance of notice** :- Such allegations contained in the petition as appears to the Court to make out a prima facie case of contempt of Court against the person concerned, shall be reduced into charge or charges by the Court against such person, and notice shall be issued only with respect to those charges :

Provided that the Court shall not issue notice if more than a year has elapsed from the alleged act of contempt of court.

**6. Documents accompanied notice** :- Where an order has been made directing that notice be issued to any person to show cause why he should not be punished for contempt of Court, a date shall be fixed for the hearing and a notice thereof in the prescribed form given to the person concerned.

<sup>1</sup> Delete the word "of a Single Judge" vide Notif. No.296/VIII-C-2 dt. 1.6.05 published in U.P. Gazette Part-Ii dated 6.8.05

<sup>2</sup> Inserted vide Notification No.278/VIII-C-2 dt. 26.5.2005, Correction Slip No.233, published in U.P. Gazette Part-II dated 11.6.2005 and its Corrigendum No.12501/2005, dated 16.9.2005.

The notice of a criminal contempt shall also be served on the Government Advocate. The notice shall be accompanied by copies of the application, motion and the affidavit or a copy of the reference by a subordinate court as the case may be, and a copy of the charge or charges as framed by the court and shall require the person concerned to appear either in person or through counsel unless otherwise ordered before the Court at the time and on the date specified therein to show cause why he should not be punished for Contempt of Court. Notice of every proceeding under Section 15 of the Act shall be served personally on the person charged, unless the Court for reasons to be recorded directs otherwise.

**7. Contempt in the presence of the Court :-** When it is alleged or appears to the Court upon its own view that a person has been guilty of contempt committed in its presence or hearing, the Court may cause such person to be detained in custody, and at any time before the rising of the Court, on the same day or as early as possible thereafter, shall--

- (a) cause him to be informed in writing of the contempt with which he is charged, and if such person pleads guilty to the charge, his plea shall be recorded and the Court may in its discretion, convict him thereon;
- (b) if such person refuses to plead, or does not plead, or claims to be tried or the Court does not convict him, on his plea or guilt, afford him an opportunity to make his defence to the charge, in support of which he may file an affidavit on the date fixed for his appearance or on such other date as may be fixed by the court in that behalf;
- (c) after taking such evidence as may be necessary or as may be offered by such person and after hearing him, proceed either forthwith or after the adjournment, to determine the matter of the charge; and
- (d) make such order for punishment or discharge of such person as may be just.

**8. Application for transfer of hearing to be placed before Chief Justice :-** Notwithstanding anything contained in Rule 7, where a person charged with contempt under that rule applies, whether orally or in writing to have the charge against him tried by some Judge other than the Judge or Judges in whose presence or hearing the offence is alleged to have been committed, and the court is of opinion that it is practicable to do so and that in the interest of proper administration of justice the application should be allowed, it shall cause the matter to be placed together with a statement of the facts of the case, before the Chief Justice for such directions as he may think fit to issue as respects the trial thereof.

**9. Detention of contemnor during pendency of the proceedings :-** Pending the determination of the charge under clause (c) of Rule 7 the Court may direct that the person charged with contempt under section 14 of the Contempt of Courts Act, 1971, shall be detained in such custody as it may specify.

**10. Informant not to plead unless directed by the court:-** After giving information about the commission of contempt of court by any person or persons, the informant shall not have any right to appear or plead or argue before the Court unless he is called upon by the Court specially to do so.

**11. Bail in contempt case:-** When any person charged with contempt appears or is brought before the High Court and is prepared, while in custody or at any stage of the proceedings, to give bail, such person shall be released on bail, if a bond for such sum of money as the Court thinks sufficient is executed with or without sureties conditioned that the person charged shall attend at the time and place mentioned in the bond and shall continue to so attend until otherwise directed by the Court :

Provided that the High Court may if it thinks fit, instead of taking bail from such person, discharge him on his executing a bond without sureties for his attendance as aforesaid, or without executing such bond :

Provided further that on the failure of a person to comply with the conditions of the bail bond as regards the time and place of attendance, the Court may refuse to release him on

bail when on a subsequent occasion in the same case he appears before the Court or is brought in custody and every such refusal shall be without prejudice to the powers of the Court to call upon any person bound by such bond to pay the penalty thereof.

The provisions of Sections 422 to 448 and 450 of the Code of Criminal Procedure, 1973, shall so far as may be, apply to all the bonds executed under the Rule.

**12. Attachment of property and warrant of arrest in certain cases:-** The Court may, if satisfied that the person charged is absconding or likely to abscond or is keeping or is likely to keep out of the way to avoid service of the notice, order the attachment of his property of such value or amount as it may deem reasonable. In case of criminal contempt the Court may, in lieu of or in addition to the order of attachment of property, order issue of warrant of arrest of such person :

Provided that, in case the Court considers it fit and expedient, it may issue warrant of arrest in the first instance.

Such warrant may be endorsed in the manner laid down in Section 71 of the Code of Criminal Procedure. The attachment referred to above shall be effected in the manner provided in the Code of Civil Procedure, 1908 for the attachment of property in execution of a decree for payment of money. If after such attachment, the person charged appears and shows to the satisfaction of the Court that he did not abscond or keep out of the way to avoid service of the notice, the Court shall order the release of his property from attachment upon such terms as to costs or otherwise as it may think fit.

**13. Paper book and issue of copies in contempt cases:-** The rules contained in the Rules of Court pertaining to grant of copies and charging process fees in criminal matters and preparation of paper book in contempt of Court cases and such other matters in respect of which no provision has been made in this Chapter, shall apply mutatis mutandis to the proceedings under this Chapter and the appeals coming under Section 19 of the Act. Similarly when proceedings are pending in subordinate Court, the Rules made by the High Court for conduct of business of such subordinate Courts shall apply to those proceedings.



**14. Costs** :- Where costs have been awarded by the Court in proceedings for contempt of court but have not been paid, the person entitled to them may apply to the Court for execution of the order. The application shall be accompanied by an affidavit stating the amount of costs awarded and the amount, remaining unpaid, and it shall be laid before the Court for orders. The Court may direct the Chief Judicial Magistrate to realise the amount due by himself or by any Magistrate subordinate to him. Such amounts shall be realised as if it were an amount of fine.

## **PART VIII-MISCELLANEOUS--CHAPTERS XXXVI TO XLI**

### **CHAPTER XXXVI**

#### **DEPOSIT AND REPAYMENT OF MONEY**

**1. Heads of account** :- Money received and paid shall be classified under the following heads of account, namely--

(1) Civil deposits, including--

- (i) sums deposited in lieu of security in Supreme Court Appeals and other cases under the orders of the Court;
- (ii) unexpended balances of miscellaneous receipt under Rule 9;
- (iv) Sums deposited towards rent, damages, interest and costs etc. in any appeal or revision under Section 40 read with Section 39 of U.P. Act XIII of 1972 or similar other provisions.

(2) Miscellaneous deposits, including--

- (i) travelling and other expenses of witnesses;
- (ii) fees and incidental charges of Commissioners, Arbitrators, etc.
- (iii) copying charges received by money order;

(iv) fee of Government Examiner of Questioned Documents.

(3) Government credit, including--

(i) sums paid in connection with the preparation of type written paper books;

(ii) fines, stamp duties and penalties;

(iii) sale proceeds of forms, waste paper and useless furniture, rent of chambers realised from Advocates and rent for the use of the premises realized from food vendors;

(iv) sale proceeds of paper-books;

(v) sums deposited by parties for summoning records; and

(vi) copying charges paid in cash for the preparation of copies of books, registers, maps or plans.

<sup>1</sup>**[2. Mode of deposit:** - Payment of money into Court against all heads under Rule 1 of this Chapter, except head (1)(i) and (1)(iv) therein, shall be made through electronic mode/cash accompanied by a copy of the prescribed tender (Form No. 197) in triplicate duly filled in Hindi or English by the payer.]

<sup>2</sup>**[2-A. Payment of money by tender against head (1)(i) and (1)(iv) under Rule 1:** - Payment of money into Court against head (1)(i) and (1)(iv) under Rule 1 of this Chapter shall be made through electronic mode or through demand draft/bankers' cheque against prescribed tender form (Form No. 197), duly filled in Hindi or English by the payer.]

<sup>3</sup>**[3. Presentation of tender:** - The payer shall present the form to the Deputy Registrar ordinarily between the hours of 10 and

<sup>1</sup>Substituted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

<sup>2</sup>Inserted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

11 am. The Deputy Registrar shall call for a report from the official in charge of the record of the case as to the correctness of the amount, the nature of the payment to be tendered and the number of the case, if any, as entered in the form and whether the payment is due from the person on presenting the tender. After necessary corrections, if any, the Deputy Registrar shall put his signature on the tender form as well as sign the order to authorise receipt and/or credit of the amount to be made within next three days or time granted by the Court, whichever is earlier. Thereafter, the tender form shall be returned to the payer for presentation and payment/credit of the money.

The Deputy Registrar shall ensure that the tender form is ordinarily returned duly signed to the payer the same day by 12.30 p.m.]

**<sup>4</sup>[4. Payment:** - On receipt of tender form along with the money or confirmation from the approved bank, the cashier shall put his signature on the three portions of the form in acknowledgement of the payment and hand over the last portion of the form to the payer by way of receipt. The second portion of the form shall be retained by him and pasted in the file book. He shall put the serial number for the entry made by him in the day book on the first portion of the form and forward it to the Section Officer, Accounts (A) Department, who shall send it without delay to the official concerned to be placed on record of the case.

**5. Time for payment:** - (i) The time for the payment of money through cash or Demand Draft or Bankers' Cheque shall be from 10 a.m. to 2 p.m.

(ii) The time to make payment/deposit through electronic means shall be up to midnight of the last day for payment.]

**6. Payment by money order :-** Payment of money into Court may also be made by money order addressed to the Deputy Registrar.

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<sup>3</sup>Substituted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

<sup>4</sup>Substituted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

The money order shall be received by the cashier and entered in the register of money orders, and the register and the money order shall be laid before the Deputy Registrar for signature. A tender form in triplicate, and the procedure laid down in the preceding Rules shall, so far as may be, be followed.

<sup>1</sup>[**7. Deposits to be sent to the Bank:** - Sums deposited under head (1) [except head (1)(i) and (1)(iv) thereof] and (3) of Rule 1 of this Chapter shall be entered at once in their respective receipt registers and sent to the Bank on the next working day and details forwarded to the Treasury periodically. All transactions made electronically shall be tallied before giving the credit thereof.]

<sup>2</sup>[**7-A. Deposit to be sent to approved bank:** - Sums deposited under head (1)(i) and (1)(iv) of Rule 1 of this Chapter shall be entered at once in their respective receipt register immediately upon deposit made in a designated bank account with an approved bank and each deposit shall be retained in a case specific, interest bearing term deposit.

Explanation: In this Chapter, the words: -

1. 'approved bank' mean a bank included in the Second Schedule to the Reserve Bank of India Act, 1934, authorized to do business with the Government of India and/or the Government of Uttar Pradesh, approved by the Chief Justice from time to time.
2. 'designated bank account' mean the respective bank account at each 'approved bank' so designated by the Registrar General of the Court, from time to time, to receive deposits.
3. 'case specific interest-bearing term deposit' mean the term deposit prepared, bearing the details of the case in which the money may have been received in a designated bank account, to be renewed periodically subject to final order of the Court.]

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<sup>1</sup>Substituted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

<sup>2</sup>Inserted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

8. <sup>3</sup>[deleted]

<sup>4</sup>**9. Disbursement of miscellaneous deposit:** - Sums deposited under head (2) of Rule 1 shall be entered at once in the register of miscellaneous deposits and repayments.

Sums deposited under sub-head (v) of head (2) of Rule 1 shall be sent to the Treasury as soon as possible and credited to the Central Government under the appropriate head.

Sums deposited under other sub-heads (*except head (1) (i) and (1) (iv) of Rule 1 of this Chapter*) shall be retained by the cashier if the money is expected to be disbursed soon; otherwise the money shall be credited to the personal ledger account maintained at the Treasury in the name of the Deputy Registrar and may be withdrawn as required by means of a cheque signed by the Deputy Registrar for the purpose of disbursement. In such a case before the money is actually disbursed it shall again be entered in the register to which such deposit relates.

Unexpended balances which remain undisbursed shall be deposited under sub-head (ii) of Rule 1(1) under the orders of the Registrar.]

**10. Manner of repayment :-** The payment of sums entered under head (2) of Rule 1 may be made by the Cashier in cash or when the amount does not exceed Rs. 100 by postal money order under the orders of the Deputy Registrar after deducting money order commission therefrom.

<sup>1</sup>**[11. Payment / Repayment orders:-** The payment/repayment of sums entered under head (1) or (3) of Rule 1 shall be made by means of repayment order (upon application in the prescribed form), through electronic mode only or as directed by the Court, under the orders of the Registrar or the Deputy Registrar.]

<sup>3</sup>Vide Notification No. 383/VIII-C-21 (C.S. No. 219), dated 18.10.1989, published in U.P. Gazette Pt II dated 27.04.1991.

<sup>4</sup>Substituted vide Notification No. 722/VIIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

<sup>1</sup>Substituted vide Notification No. 722/VIIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022. (Corrigendum published in the official Gazette dated 24.12.2022.)

<sup>2</sup>[11-A. All money lying in deposit under head (1)(i) and (1)(iv) of Rule 1 of this Chapter, from a date before the enforcement of The Allahabad High Court (Amendment) Rules, 2022 (C.S. No. 271), shall be drawn from the Treasury and placed in 'case specific interest-bearing term deposit' with the 'approved bank'.]

**12. Presentation of application for repayment :-** Every application for repayment under Rule 11 shall be signed by the person to whom the money is repayable or by the person duly authorized by him by a general or special power of attorney. Where the person signing the application is not known to the Deputy Registrar, his signature shall be witnessed by an Advocate or any other person known to the Deputy Registrar.

If the applicant desires that the money be paid on his behalf to his Advocate, he shall sign a declaration on the form that the money be paid to such Advocate. Such Advocate shall also put his signature on the form.

The applicant shall fill up columns 1 to 4 of the form. If the precise amount due to him is not known, column 4 need not be filled up. The application shall bear the necessary Court-fee stamps and shall be presented to the Deputy Registrar during working hours.

**13. Identification of applicant :-** If the person to whom the money is payable appears in person and is not personally known to the Deputy Registrar no order for repayment shall be made until he has been identified by an Advocate or any other person known to the Deputy Registrar.

**14. Repayment by money order:-** Where the sum to be repaid does not exceed Rs. 500 and the applicant desires that the money be remitted to him by money order, he shall add to the application a request to that effect and mention the address at which the money is to be remitted to him. He may instead of presenting such application to the Deputy Registrar forward it to him by post after obtaining thereon the countersignature of a Judge, Munsif or Magistrate as to his identity under the seal of the Court. In such case the money

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<sup>2</sup>Inserted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

repayable less money order commission shall be remitted to him by money order at the address given in the application.

If the applicant is serving in the Army, Navy or Air force the countersignature as to his identity by his commanding Officer will be sufficient for the purpose of this Rule.

**15. Order by Court in certain cases :-** In the case of appeals to the Supreme Court or appeals and revisions under Section 40 read with Section 39 of the U.P. Urban Buildings (Regulation of Letting, Rent and Eviction) Act, XIII of 1972 to this Court] the Deputy Registrar shall before making an order of repayment obtain an order of the Court, as to such repayment. The Deputy Registrar or the Court may before making an order of repayment direct notice to issue to any person or persons to show cause why such repayment should not be made.

**<sup>1</sup>[16. Order of payment:** - If the application is found by the Deputy Registrar to be incorrect or defective he may get it corrected by the applicant. The Deputy Registrar shall thereafter satisfy himself after calling for an office report that the payment/repayment is due. He shall also obtain a certificate from the Section Officer, Accounts (A) Department showing that there is no order of attachment or stop order in force affecting such money or any part thereof.

On being satisfied that any payment/repayment is due to the applicant, he shall make an order of payment/repayment and thereafter a repayment order shall be prepared in the proper form.

Where it is found that no money is payable to the applicant, the application shall be rejected and placed on the records of the case.]

**17. Repayment to be promptly made :-** It shall be the duty of the Deputy Registrar to see that applications for repayment are promptly dealt with and a repayment order should ordinarily be ready for delivery to the applicant not later than one week from the date of the application.

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<sup>1</sup>Substituted vide Notification No. 722/VIIIC dated 18.10.2022 (Correction Slip No. 271), published in the official Gazette dated 22.10.2022.

**18. Counting of cash balance :-** (1) The cash balance in the hand of the Cashier shall be counted at least once every month by the Registrar General. The counting shall also be done on the last working day of each month immediately after the closing of the cash account of the month or on the first working day of the following month before any disbursement is made on that day. This counting may be done by the Deputy Registrar.

(2) When the aggregate cash balance in the hand of the Cashier exceeds one-half of the amount of his security and is not capable of immediate reduction, the excess shall be remitted in a lump sum to the treasury as a civil deposit.

**19. Registers :-** The Cashier shall keep the following registers, namely--

- (1) Day-book.
- (2) Cash-book.
- (3) pass-book.
- (4) Register of Money Orders.

The Section Officer, Accounts Department, shall keep the following registers, namely--

- (1) Register of Receipts and Repayments of Civil Deposits;
- (2) Register of Miscellaneous Deposits and Repayments;
- (3) Register of Government Credits;
- (4) Register of Personal Ledger Account;
- (5) Contract Contingent Register;
- (6) Non-contract Contingent Register;
- (7) Register of Sales of Paper-books; and
- (8) Register of Rents.

**20. Acquittance rolls :-** The Cashier shall also maintain the acquittance rolls.

The Section Officer, Accounts Department shall also maintain a Register of Works, where necessary.

**21. Annual lists of unpaid deposits :-** Early in the month of February every year the registers of receipt and repayments of deposits shall be carefully examined by the



Section Officer, Accounts Department, and a list shall be prepared of--

- (i) (a) all deposits not exceeding rupees five which have remained in deposit from a date prior to April 1 of the preceding year; and
  - (b) all unpaid balances not exceeding rupee one of all deposits which have been partly repaid, and
- (ii) all deposits and unpaid balances of deposits which had on the first day of February remained in deposit from a date more than two years prior to April 1 of the preceding year.

The list shall be affixed on the notice board in a conspicuous part of the Court-house with a notice stating that the items mentioned therein would lapse to Government if they are not withdrawn before April 1 following and that such lapsed deposit cannot thereafter be repaid without the sanction of the Accountant General.

**22. Repayment application received from Subordinate Courts :-** If an application for repayment of money is forwarded by a subordinate Court to the Court under Rule 300 of the General Rule (Civil), 1957, Volume 1, the Munsarim concerned shall, on its receipt, certify under his signature the particulars required in columns 5 to 8 of the application form and shall return it forthwith to the Court from which it was received.

## CHAPTER XXXVII

### PROCESSES AND PROCESS-FEES

**1. Process fees--Original jurisdiction :-** The scale of fees chargeable for serving or executing any process issued by the Court in exercise of its matrimonial, testamentary and intestate, or original civil jurisdiction, ordinary or extraordinary, shall be double the scale of such fees chargeable in the Court of the district Judge under the rules in force for the service or execution of such processes.

**2. Process fees--Appellate jurisdiction :-** (1) The fees chargeable for serving and executing processes issued by the Court in exercise of its civil appellate jurisdiction shall be as follows :

- (a) Notice of appeal or other notice to respondents, where the number of respondents to be served is not more than four--one fee of eight rupees.

Where the number of such respondents is more than four, the fee above mentioned shall be charge for the first four together with an additional fee of two rupees for every respondent in excess of four.

- (b) Summons to witnesses, where the number of witnesses to be served is not more than four--one fee of six rupees.

Where the number of such witnesses is more than four, the fee above mentioned shall be charged for the first four together with an additional fee of one rupee for every witness in excess of four.

- (c) Warrant of arrest, in respect of each person to be arrested ten rupees

- (d) Notice, proclamation or injunction or other order, not otherwise provided for, where the number to be served is not more than four--one fee of eight rupees.

Where the number is more than four, the fee above mentioned shall be charged for the first four together with an additional fee of two rupees for every process in excess of four.

(2) sub-rule (1) shall, with necessary modifications and adaptations, also apply to fees chargeable for serving and executing processes in exercise of the Court's civil revisional jurisdiction.

**3. When fee not chargeable :-** Notwithstanding anything contained in Rules 1 and 2, no fee shall be charged for--

- (a) serving or executing any process issued by the Court of its own motion unless the Court orders that the process-fee be paid by any party; or
- (b) serving or executing any process issued in consequence of the adjournment of a case otherwise than at the instance of a party; or
- (c) affixing a copy of a notice, summons, proclamation or order in a Court-house or a public office; or
- (d) serving or executing an order upon an officer-in-charge of a jail directing him to detain or release a person committed to his custody; or
- (e) serving or executing any process or order in connection with a departmental inquiry.

**4. Process not to issue unless fee paid :-** No process in respect of which a fee is chargeable under Rule 1 or 2 shall be issued unless the requisite fee has been paid.

**5. Fees to be paid in Court-fee stamps :-** (1) Fees shall be paid in Court-fee stamps shall be affixed to the application by which the Court is moved to issue the process, or, if there be no such application, to the memorandum of appeal or cross-objection or the application initiating the proceeding :

Provided that in case of non-availability of court fee stamps for purposes of payment of process fee, such fee shall, within the prescribed period, be deposited in accordance with the provisions of Section 25-A of the Court Fees Act, 1870.

(2) Where an application is made for issue of process, the Court-fee paid on the application itself shall not be regarded as part of such process fee.

**6. Service of process beyond Courts jurisdiction :-** (1) Where the court sends a process for service or execution to any Court beyond its jurisdiction it shall endorse thereon a

certificate that the fee chargeable under the rules has been levied, so that it may be served or executed free or further charge by the Court to which it is sent.

(2) Where any extraordinary local expenses, such as, boat hire, have to be incurred in the service or execution of such process, a sum sufficient to cover such expenses shall be paid in cash by the party concerned and sent by postal money order to the Court to which the process is sent for service or execution.

**7. Fees for process to be issued by another Court:-** Fees for processes to be issued by the court to which a commission is issued shall be payable in accordance with the rules of such Court. They shall be paid in cash by the party concerned and sent by postal money order to that Court.

**8. Refund of process-fee when process not issued :-** Where in consequence of a compromise or for some other reason, it becomes unnecessary to issue any process for which a process-fee has been paid and such process has not been issued, one-half of the process fee shall be refunded to the party concerned provided that an application for such refund is made before the Court-fee stamps by which such process-fee was paid are destroyed.

Save as provided above no fee paid in respect of process shall be refunded after the order directing the issue of such process has been made.

**9. Fees paid to be costs in the cause :-** Except as otherwise provided by these rules or ordered by the Court all fees and charges paid in accordance with the preceding Rules shall be costs in the cause :

Provided that no fees or charges which have been refunded or in respect of which a party might on application have obtained an order for refund, shall be deemed to be fees or charges paid within the meaning of this Rule.

**10. Cost of summoning record :-** The cost of summoning a record shall be rupees ten and Rules 3 (a) and (e) 4, 5 (2) 6, 7, 8 and 9 shall so far as may be and with necessary modifications and adaptations apply thereto. Such cost shall be paid in cash to the Cashier.

## CHAPTER XXXVIII

### REGISTERS

**1. Institution register** :- A separate register of institutions in the prescribed form shall be kept for each of the following classes of cases, namely--

- (1) First Appeals.
- (2) Execution First Appeals.
- (3) Second Appeals.
- (4) Execution Second Appeals.
- (5) Appeals from Orders.
- (6) Civil Revisions.
  
- (7) Application for Review of Judgment.
- (8) Matrimonial References.
- (9) Matrimonial Suits.
- (10) Testamentary Cases.
- (11) Testamentary Suits.
- (12) Company Cases.
- (13) Other Original Suits.
- (14) Tax Writ.
- (15) Tax Cases.
- (16) Special Appeals.
- (17) Applications for Leave to Appeal to Supreme Court.
- (18) Civil Miscellaneous Cases.
- (19) Criminal Appeals.
- (20) Criminal Revisions.
- (21) Criminal References.
- (22) Cases under Section 366 of the Code of Criminal Procedure, 1973.
- (23) Criminal Miscellaneous Cases.
- (24) Caveat.

Cases shall be entered in the register according to the date of admission and no defective case shall be entered therein.

**2. Progress register** :- A record of the progress made in each case shall be maintained and a brief note made of the orders passed in the case from time to time and the dates, when and the manner in which such orders are complied with.

Unless such entries can conveniently be made in the register of institutions, a separate progress register shall be maintained in the prescribed form for each class of cases mentioned in Rule 1.

**3. Register of defective cases** :- A register in the prescribed form shall be maintained of all defective cases under Clauses (1), (2), (3), (4), (5), (6), (13) and (16) mentioned in Rule 1 and of all criminal appeals and revisions received from prisoners confined in jail through the Officer-in-charge of such jail. The cases shall be entered therein according to the date of presentation and as record kept of the steps taken from time to time to remove the defect. As soon as the defect has been removed and the case admitted, it shall be entered in the appropriate register of institutions.

**4. Register of interlocutory applications** :- A register in the prescribed form shall be kept of all interlocutory applications mentioned in Rule 2 (1) of Chapter IX.

**5. Alteration in form of Registers** :- The Registrar General may, with the approval of the Chief Justice, make such alteration, addition or substitution in the form of any register as may be found necessary.

## CHAPTER XXXIX

### INSPECTION OF RECORDS

**1. Removal of record from Court building** :- No record of any case shall be removed from the Court building except under an order in writing of a Judge or the Registrar General:

Provided that if a Judge requires a record at his residence he may take it. The official in whose custody the record is, shall keep a note of the date when the Judge takes the record and the date when he returns it.

**2. No inspection of record in Administrative Department** :- No record or paper in the Administrative Department shall be inspected by any person other than a Judge or gazetted officer of the Court except under an order in writing of the Chief Justice.

**3. Inspection of record in Judicial or Criminal Department :-** Except as provided in Rule 17 of Chapter VI no record or paper in the Judicial or Criminal Department shall be inspected by any person other than a Judge or a gazetted officer of the Court without an order in writing of a Judge, the Registrar General or the Deputy Registrar.

**4. Time of inspection :-** Any person permitted to inspect a record may inspect it between the hours of 11 a. m. and 3 p. m. on such day or days for which permission is given.

**5. Place of inspection :-** No inspection of the record of a criminal case shall be made except in the room of the Section Officer, Criminal Department and in his presence of that of his assistant and no inspection of the record of a civil case shall be made except in the room of the Inspection Clerk and in his presence.

**6. Inspection by a party :-** Any party to a case or the Advocate or recognized agent of such party may apply for an order for inspection by himself or in the case of an Advocate by his registered clerk, of the record of such case or any paper or papers contained therein :

Provided that a party which has been ordered to file a written statement shall not be entitled to inspect a written statement filed by another party until it has first filed its own.

**7. Inspection by a stranger :-** (1) A person other than a party to a case may also apply for an order for the inspection of a record or any paper or papers contained therein provided he clearly states in his application the reason why such inspection is desired.

(2) Such person shall not be entitled as of right to obtain an order for inspection and shall in no case be allowed to inspect any exhibit on the record except with consent in writing of the person by whom such exhibit was filed or by his successor-in-interest. Such consent shall be filed along with the application for inspection.

**8. Form of application:-** Every application for inspection shall be on the printed form and shall specify clearly-

- (a) the particulars of the record or paper of which inspection is desired;
- (b) the party or the person on whose behalf the application is made;
- (c) the name of the person by whom inspection is to be made; and
- (d) whether the application is an ordinary or an urgent one.

**9. Fees :-** The fees for the inspection of records in civil and criminal cases shall be paid in Court-fee labels in accordance with the following scale namely;

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- (a) By a party, his Advocate or agent-
  - (i) Ordinary- rupees five
  - (ii) Urgent - rupees ten
- (b) By stranger- rupees ten

Provided that no fee shall be charged in the case of-

- (a) an ordinary application by a party or on his behalf, in a pending criminal case;
- (b) from officers of Government whose duty it is or who may have been empowered by Government to make inspection of records or from any person specially exempted from the payment of such fee by the Chief Justice.

**10. Time of application :-** Every application for inspection shall be made before the Deputy Registrar on a working day between the hours of 10 a.m. and 1 p.m. and shall bear Court-fee labels as provided in Rule 9 :

Provided that a fresh application for the inspection of the same record on the next day shall be entertained upto 3.30 p.m.



**11. Order of inspection:-** Every order for the inspection of a record shall specify the record or the paper or papers of which inspection is allowed and shall state the name of the person or persons who may make such inspection.

**12. Application to be forwarded to Section Officer concerned :-** After an order for inspection has been made the Deputy Registrar shall forward the application to the Section Officer of the department concerned.

**13. Application to be numbered, initialed and registered :-** The Section Officer or one of his assistants shall number and initial the application and enter it in a register in which, the following entries shall be made, namely-

- (a) serial number of the application and the nature of inspection (ordinary or urgent);
- (b) particulars of the record or paper inspected;
- (c) date of the order of inspection;
- (d) date of inspection;
- (e) name of each person inspecting the record;
- (f) the date of receipt of record or paper and the date of its return; and
- (g) remarks if any.

**14. Ordinary and urgent application:-** Inspection on an ordinary application shall be allowed on the day following the day on which the application is made or on a subsequent day mentioned in the order. Inspection on an urgent application shall be allowed on the same day:

Provided that if inspection is not made on the specified date, the officer in whose presence the inspection was to be made shall before returning the record make an endorsement under his signature on the inspection application that the inspection has not been made].

**15. No pen, ink etc. to be brought into the inspection room:-** The officer before whom the inspection is made shall

not allow any person inspecting a record or paper to bring into the room any pen or ink or to make any mark upon, or in any respect to mutilate any record or paper before him. No person other than the person or persons named in the order of inspection shall be allowed to enter the room where inspection is made, and immediately after the inspection has begun the officer shall make an endorsement on the inspection application indicating the name of the person or persons making inspection and also the date of inspection. The signatures of the person or persons making inspection shall also be obtained on the inspection application.

**16. Inspection of register:-** (1) No one other than a Judge, the Registrar General or other gazetted officer of the Court may inspect any register except on an order in writing of the Registrar General and in the presence of the officer whose duty it is to keep such register; and no one other than a Judge or the Registrar General may inspect any confidential register.

(2) The fee for the inspection of a register in the Judicial or Criminal Department shall be rupees five. In other respects the Rules contained in this Chapter with reference to the inspection of record in any case or proceeding shall with necessary modifications and adaptations apply to the inspection of a register.

## CHAPTER XL

### COPIES

**1. Copy not to be made without order:-** Except as otherwise directed by these Rules or by a Judge, no copy shall be made or permitted to be made of any record or of any paper in any record, without an order of the Court, the Registrar General or the Deputy Registrar on an application made as hereinafter provided.

**2. Application for copy :-** Every application for copy shall be presented in person or sent by post to the Deputy Registrar:

Provided that an application for copy by a stranger to the case to which the paper of which a copy is sought relates shall be presented in person to the Registrar General--

- (a) when it is made before the passing of the final decree or order in the case; or
- (b) when the copy required is of an exhibit in the case, whether the application is made before or after the date of the passing of the final decree or order.

**3. Contents of application :-** Every application for copy shall be written on the prescribed form and shall state--

- (a) the name and address of the applicant;
- (b) whether the applicant is a party to the case to which the paper of which a copy is sought relates;
- (c) whether the application is an ordinary or an urgent one;
- (d) whether the copy is to be sent by post;
- (e) full particulars of the paper of which a copy is sought and the record, in which it is contained mentioning in the case of an appeal, revision or reference, the district, in which the case under appeal, or revision was decided or from which reference was received;
- (f) whether the case has been finally disposed of and the date of decision or final order, if any;

and when the applicant is not a party to the proceeding--

- (g) the purpose for which the copy is sought.

**4. Copy by post:-** Where it is desired that the copy or where the application is rejected, notice of its rejection be sent to the applicant by post, the address at which such copy or notice may be sent shall also be given in the application and postage stamps of the requisite value shall be attached thereto Where the cover is required to be sent by the registered post

the fact shall be stated in the application and extra postage stamps sufficient to cover registration charges shall also be attached to the application.

**5. Time of presentation :-** All application for copy shall be received between the hours of 10 a.m. and 1 p.m. The Registrar General or the Deputy Registrar, as the case may be, may in exceptional circumstances <sup>1</sup>[if ordered by a Judge in writing] receive any application after 1 p.m. :

<sup>2</sup>[Provided that no application for issue of a certified copy of bail, injunction or stay or any other interim order shall be entertained unless it bears an office report certifying that the requisite number of copies meant for service on opposite party/parties as contemplated by Rule 11(1) of Chapter IX and Rule 6 of Chapter XVIII of these Rules, together with the requisite process free have already been received and are on the record].

After receiving such application the Registrar General or the Deputy Registrar, as the case may be, shall endorse on them under his initials the date of receipt, pass order granting the applications and forward them to the Section Officer of the Copying Department. The Section Officer or his assistant shall without delay put serial numbers on them and enter them in the register of applications for copies mentioned in Rule 21.

**6. Copy of written statement:-** A party which has been ordered to file written statement shall not be entitled to take a copy of a written statement filed by another party until it has first filed its own.

**7. Application by stranger:-** An application by a stranger to the case for the copy of an exhibit whether the application is made before or after the passing of the final decree or order or for the copy of any other paper when it is made before the passing of the final decree or order in the case, shall not be granted unless the Registrar General is satisfied that there is sufficient reason for granting it.

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<sup>1</sup> Added by Noti. No. 217/ VIII-C-61, dt 19.04.1980, published in U.P. Gazette, Part II, dt 26.04.1980.

<sup>2</sup> Added by Noti. No. 164/ VIII-C-61, dt 24.03.1976, published in U.P. Gazette, Part II, dt. 26.04.1980.

The Registrar General may refer any application under this Rule to the Judge appointed to receive applications for orders.

**8. Grant of copy of exhibit to stranger:-** No order for a copy of an exhibit shall be made on the application of a stranger to the case in which such exhibit was filed, unless the application is accompanied by a properly authenticated consent of the person by whom such exhibit was filed to the grant of such copy.

**9. Copy of deposition which is being recorded before the Court:-** Where an application is made for the copy of deposition which is being recorded before the Court, the Deputy Registrar shall refer it to the Bench concerned for orders.

If the application is granted, the ordinary procedure shall be followed except that only such portion of the deposition shall each day be given to the Section Officer of the Copying Department as may reasonably be expected to be copied out during the day. At the close of the day the Section Officer shall return it to the Bench Secretary concerned.

In the case of an urgent application, if the Court so directs, such copy may be prepared by the judgment clerk by whom the deposition is taken down in shorthand and shall be issued by the Section Officer after he has compared it with the original. At the request of the applicant uncertified copies of such deposition may be issued without such comparison by the Section Officer to avoid delay.

**<sup>1</sup>[9-A. Copy of the order sheet or part thereof :-**Where an application is made for a copy of the entire order sheet, the same may be issued, Where, however, an application is made for a part of the order-sheet, the copy of only that part shall be issued which is signed by the Judge or Registrar General as the case may be.

**10. No charge for copy in certain cases:-** Notwithstanding anything contained in these Rules, the Registrar General may order a copy of any paper on a record to be made and delivered free of charge upon an application on behalf of a Government or the head of any Department of a Government in India or any High Court in India, or any authority

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<sup>1</sup> Ins. By Noti. No. 383/VIII-C-2 (C.S. No. 219) dt. 18.10.1989.

in India, exercising jurisdiction similar to that of a High Court or any Court subordinate to this Court, or any principal Court in any other country.

**11. Free copy :-** (1) A copy of the original or appellate decree in a paper suit or appeal or application may be supplied free of charge on application to a Government law officer.

(2) A copy of the whole or any part of the record, when required for the purposes of conducting any trial or investigation or any judicial proceeding on behalf of the Government in a criminal case may on application be supplied free of charge to a Government law officer.

If, however, the Registrar General considers that the demand made is in excess of what is necessary for the purpose stated in the application, he may refuse to grant free of charge any or all the copies applied for.

(3) A copy of the judgment or order in a criminal case may be supplied free of charge to a prisoner confined in a jail on an application received through the officer-in-charge of the jail concerned.

If the application is made through a friend acting or purporting to act on behalf of the prisoner it shall be sent to the officer-in-charge of the jail concerned to be attested by the prisoner and when so attested, it shall be treated as the prisoner's own application.

**12. Confidential papers :-** <sup>1</sup>[No copy of, or extract from any minute, letter or document on any administrative or confidential file of the Court, including a copy or extract from the minutes books of the Administrative Committee and Full Court, shall be issued except under an order in writing of the Chief Justice countersigned by the Registrar General. Every such order shall be kept in a file by the Registrar General and he shall make a note thereof duly dated and signed by him on such minute, letter or document.]

**13. Copy of copy:-** No copy shall be given of any document which is itself a copy except for special reasons to be recorded on the application by the Registrar General or the

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<sup>1</sup> Subs. by Noti No. 300/ VIII-C, dt. 03.06.2015, vide correction slip no. 252, published in official Gazette part – 1-Ka of U.P., dated 01.08.2015.

Deputy Registrar, as the case may be. Where a copy of a copy is given the fact that it is such copy shall be noted in red ink on the top of each page of such copy.

**14. Delivery of copy to registered clerk :-** An application for copy duly signed by an Advocate may be presented by his registered clerk and the copy when ready may be delivered to the clerk presenting such application.

**15. Copy of document in a language or character not current in the State:-** Where an application is made for a copy of any document in a language or character with which no copyist on the establishment of the Court is acquainted the Registrar General shall, if possible, arrange for the preparation of a copy by any competent person acquainted with such language or character, who may, in his opinion, be relied upon for the purpose. In such case the person preparing the copy shall verify it in the following manner, namely--

"I, A.B., declare that read and understand the language and character of the original and that the above is a true and accurate copy thereof."

If no such person can be found the Registrar General may send the document together with a copy of this rule to a Court in another State where such language or character may be in use and request it to have the copy made. Any additional charges incurred shall be borne by the applicant.

If agreed to by the person applying for such copy the Registrar General may, instead, have a photographic copy prepared of such document, if possible, on payment by the applicant of all such additional charges as may be incurred.

<sup>5</sup>**[16. Application to be accompanied by copy folios and stamp labels.-** Except in a case, where no copying fee is chargeable under these rules, every application for copy shall be accompanied by copy folios bearing extra adhesive copy stamp labels of the requisite value, unless the copy required be of a book, register, map or plan or an extract therefrom. If the whole of the copy cannot be written upon the copy folios accompanying the application it shall be completed upon ordinary full scape paper;

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<sup>5</sup>Substituted vide Notification No. 787/VIIIc, dated 09.11.2022, Correction Slip No.272, published in U.P. Gazette Part-I(ka) dated 24.12.2022.

Provided that where the copy required is a copy of a decree of the Court the application shall be accompanied only by adhesive copy stamp labels of the requisite value and the copy shall be made on the printed form prescribed for the preparation of decrees, the copy stamp labels being affixed thereon.]

**17. Scale of charges** :- <sup>3</sup> <sup>4</sup>[(1)] The following scale of charges is prescribed for copies; namely-

	Ordinary Copy	Urgent Copy
	Rs	Rs.
Interlocutory order	5.00	10.00
Judgment or final order	5.00	10.00
Deposition	5.00	10.00
Deed of agreement in writing or a general power of attorney	5.00	10.00
Any other paper except a book, register, map or plan or any extract thereof	5.00	10.00
Decree or formal order	5.00	10.00]

<sup>5</sup>[\*\*\*\*]

<sup>6</sup>(2) Where the certified copy of the interlocutory order, judgement, final order, decree, or formal order is to be issued

<sup>3</sup> Subs. by Noti No. 516/ Xd-188(C.S. No. 224), dt. 30.11.1996, published in U.P. Gazette, Part II,dt. 04.01.1997

<sup>4</sup> Inserted by Noti. No. 178/VIIIc-61 dated 20.08.2013 published in up Gazette part-I- A

<sup>5</sup> Omitted. by Noti No. 217/ VIII-C-61, dt. 19.04.1980, published in U.P. Gazette, Part II,dt. 26.04.1980.

<sup>6</sup> Inserted by Noti. No. 178/VIIIc-61 dated 20.08.2013 (Correction Slip No. 247) published in up Gazette part-I- ka, dated 31.08.2013. A corrigendum of said notification was also published in U.P. Gazette Part – 1-Ka, dated 12.10.2013.



by making a Photostat Copy of the orders for which have been generated by computers, Rs. 2.00 per page shall be charged in addition to the scale of charges mentioned in sub-rules 1.

<sup>1</sup>[In case the interlocutory order, judgment, final order, decree, or formal order is in Hindi and is accompanied by an authorised English translation thereof, copies of both Hindi and English version shall be issued and charges for each set of copies shall be double the rate as prescribed for the said orders, judgments and decrees in the above scale of charges.]

[Representatives of approved law journals shall be entitled to get copies of judgments and orders 'Approved for Reporting (A.F.R.), on payment of rupees <sup>2</sup>[five] per copy of every such judgment or order in accordance with the conditions laid down in Rule 32 of Chapter VIII].

**18. Copy of book, etc.:-** Where the application is for the copy of a book register, map or plan, any extract therefrom, the Section Officer of the Copying Department shall, as soon as it has been received from the Registrar General or the Deputy Registrar, as the case may be, cause an estimate to be made of the cost of preparation of such copy and submit it along with the application to the Registrar General. After the Registrar General has approved the estimate notice thereof shall be affixed on the notice-board of the Copying Office on two consecutive working days requiring the applicant to deposit the estimated cost within seven days, if the application has been received by post, a copy of the notice shall be sent by unpaid post to the applicant requiring him to deposit the estimated cost within ten days. If within the time aforesaid the estimated cost mentioned in the notice is paid to the Cashier or received by him by money order, he shall enter it in the register of petty items and inform the Section Officer, Copying Department. The Section Officer shall obtain the order of the Deputy Registrar for the purchase of the necessary stamp and the copy shall thereafter be prepared. If the cost is not received by the Cashier within the aforesaid time the application shall be rejected.

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<sup>1</sup> *Added* by Noti No. 35/ Xe-5, dt. 24.01.1972, published in U.P. Gazette, Part II, dt. 10.11.1973.

<sup>2</sup> *Subs.* by Noti No. 516/ Xd-188,(C.S. No. 224) dt. 30.11.1996, published in U.P. Gazette, Part II, dt. 04.01.1997.

**19. Rejection of application :-** If for any reason the copy applied for cannot be given, the application shall be rejected. The copy folios and stamps shall be returned to the applicant after taking his signature in the appropriate column of the register of applications and he shall be informed of the reason why the copy cannot be given. If the application is received by post, the information shall be given to the applicant and the copy folios and stamps returned to him by unpaid post. If, however, any postage stamps have been filed with the application under Rule 4 they may be used for the purpose. A note shall be made in the remarks column of the register of applications accordingly.

**20. Destruction of copy folios and stamps which cannot be returned:-** If any copy folios and stamps are to be returned to the applicant personally under the next preceding Rule and the applicant does not appear within three days of the date on which his application is rejected, they may be sent to him by post provided that the necessary postage stamps have been deposited on his behalf for this purpose. Any copy folios and stamps which cannot be returned to the applicant or are received back as undelivered from the post office, shall be destroyed under the orders of the Deputy Registrar after the lapse of a period of three months, the fact being noted in the remarks column of the register.

**21. Register of applications :-** A register of applications for copies shall be maintained by the Section Officer of the Copying Department in the form given below, separate registers being used for ordinary and urgent copies :

- (1) Serial number
- (2) Date of application
- (3) Name of applicant
- (4) Description of paper of which copy is applied for
- (5) Description of the case.
- (6) Fee paid.
- (7) Date of receipt of record.
- (8) Date of return of record.
- (9) Date on which notice that copy is ready, is pasted on the notice board.
- (10) Date on which copy is delivered or sent by post.
- (11) Signature of assistant delivering copy or dispatching it by post.
- (12) Signature of recipient.

(13) Remarks.

**22. Application to be dealt with in serial order:-** All applications for copy shall be dealt with according to their numbers in the order of the date of presentation, urgent applications being given priority over ordinary ones.

Any departure from this Rule shall be reported immediately to the Deputy Registrar with reasons for such departure and his orders shall be complied with.

**23. Requisition for record :-** As soon as an application for copy has been received by the Section Officer of the Copying Department a requisition for the document of which a copy is required or for the record in which it is contained shall be forwarded to the proper official and such official shall make over such document or record to the Copying Office without delay.

If there be any delay in complying with such requisition or if it cannot be complied with, the reason shall be communicated at once to the Copying Office.

**24. Reference to Deputy Registrar :-** If any difficulty arises in the preparation or issue of a copy the matter shall be referred to the Deputy Registrar for orders.

**25. Notice of defective applications :-** If an application for copy does not contain sufficient information to enable the record to be traced or if that fee paid is insufficient or the application is otherwise defective, a notice to the effect shall be affixed on the notice-board.

If the application has been received by post the information shall be communicated to the applicant by unpaid post.

If the defect is not removed or the deficiency not paid within one week, the application shall be rejected.

**26. Delivery of copy to applicants :-** After a copy has been prepared it shall be examined and certified to be a true copy by the Section Officer of the Copying Department and each page of the copy shall be stamped with the seal of the Court.

At the end of the day the Section Officer shall cause all copies which have been duly certified and sealed to be delivered to the applicant <sup>1</sup>[or their nominees in writing] or where the requisite postage stamps have been deposited by the applicants for the purpose to be sent to them by post making necessary entries in the appropriate column of the register. <sup>1</sup>[The nominee in writing may be a practicing advocate or a registered clerk of the advocate].

**27. Notice of ready copies :-** Copies not delivered to the applicants <sup>2</sup>[or their nominee in writing] on the day on which they are ready or on the following day shall be entered in a list which shall be affixed forthwith to the notice-board.

**28. Destruction of copies which cannot be delivered :-** Where a copy remains undelivered to the applicant <sup>3</sup>[or his nominee in writing] for a period of three months after the date of affixation of the notice on the notice-board under the next preceding Rule, it shall be destroyed under orders of the Deputy Registrar, an entry to that effect being made in the remarks column of the register of applications.

Where a copy sent to the applicant by post under Rule 26 is received back as undelivered, it shall similarly be destroyed if it is not taken delivery of by the applicant within a period of three months from the date on which it was received back by the office.

**29. Delivery of urgent copies :-** In the case of urgent application copies shall be delivered to the applicant <sup>4</sup>[or his nominee in writing] not later than the end of the working day next after the day on which the application was presented, provided that the application is in order and the requisite fee has been duly paid.

**30. Issue of copies of certain orders the same day :-** Copies of all orders passed by the court granting bail or staying proceedings or execution or granting injunction or when so

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<sup>1</sup> *Ins.* by Noti No. 132/ VIII-C-61, dt. 10.04.1972, published in U.P. Gazette, Part II, dt. 07.04.1973.

<sup>1</sup> *Ins* by *ibid.*

<sup>2</sup> *Ins* by *ibid.*

<sup>3</sup> *Ins* by *ibid.*

<sup>4</sup> *Ins.* by Noti.No. 132/VIII-C-61, 10.04.1972

ordered by the court shall on application and on payment of <sup>5</sup>[three times of the prescribed charged for ordinary applications] be given to the Advocate for the parties on the very day on which such orders are passed and, if this be not possible, on the following day.

**31. Sending copies, folios etc., by post :-** (1) where a communication may under this Chapter be sent to the applicant by unpaid post it may be sent to him by prepaid post provided the applicant has previously deposited the necessary postage stamps for the purpose. If the postage stamps so deposited are sufficient to cover registration charges also such communication may be sent to him by prepaid registered post.

(2) Where the postage stamps deposited by the applicant are insufficient for the purpose indicated by him the copies, folios and stamps or communication, as the case may be, may be sent to him in an insufficiently stamped cover.

(3) Where the applicant desires that any copies, folios and stamps or communication be sent to him under registered cover, but the postage stamps deposited by him are insufficient to cover registration charges such copies, folios and stamps or communication, as the case may be, may be sent to him by ordinary post.

(4) Where the postage stamps deposited by the applicant are in excess of requirement the unused postage stamps shall be returned to him in the same cover.

(5) Where any postage stamps cannot be returned to the sender they may be used as service stamp after being entered in the stock book of service postage stamps.

(6) Where an unpaid or insufficiently paid cover is received back undelivered from the post office the amount charged by the post office shall be debited under head "contingencies".

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<sup>5</sup> *Ins.* by Noti No. 217/ VIII-C-61, dt. 19.04/1980, published in U.P. Gazette, Part II, dt. 26.04.1980.

**<sup>1</sup>[32. Special Provision for Lucknow Bench:-** At Lucknow Bench, however, the functions of Deputy Registrar under this chapter shall be performed by the Assistant Registrar and in his absence by the Joint Registrar of that Bench.]

## <sup>2</sup>[ Chapter XL-A

<sup>1</sup>[Certified/Authenticated copies of documents contained in digitized case files/electronically filed case files and copies of orders/judgment uploaded and maintained in electronic form on servers maintained in the High Court without movement of records:-

**1. Application for copy:-** Any person, whether a party to a case or not, can apply for copies of documents contained in digitized case files/electronically filed case files and copy of order/judgment of the Court of the judicial records available in electronic form, on servers maintained in the High Court. Such application shall be addressed to the Deputy Registrar (Copying).

**2. Contents of application:-**Every application for copy shall be written on the prescribed form and shall state:-

- (a) Name and address of the applicant
- (b) Whether the applicant is party to the case of which the copy is sought.
- (c) Whether the copy is to be sent by post.
- (d) Full particulars of the documents contained in digitized case files/electronically filed case files and order / judgment of which copy is sought, including the case type, case number, district and date of the order/ judgment at Allahabad or at Lucknow.

**3. Copy by post:-** Where the applicant desires that copy be sent by post, he will provide an envelop of the required size with requisite postage stamps affixed on the envelop, to cover the registration charges.

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<sup>1</sup> Added by Noti No. 209/ VIII-C-19, dt. 25.04.1974, published in U.P. Gazette, Part II, dt. 29.06.1974.

<sup>2</sup> Added by Noti. No. 214/ VIII-C-2, dt. 10.8.2009 (Correction Slip No.240) ,published in U.P. Gazette, Part I, dt. 22.8.2009.

<sup>1</sup>Amended vide Court's Notification No. 79/VIIIc, dated 06.04.2019 (Correction Slip No. 264)

**2[4. Time for presentation:-** All applications for copy shall be received upto 11 a.m. in the morning and thereafter upto 3 p.m. in specified boxes. The copies shall be available from the specified counters between **10 a.m. to 4 p.m.]**

**5. Grant of copies:-**The applicant shall be provided copies of only those documents and orders/judgments, which are available in digital form on the server of the High Court, with authentication that the copy made available to the applicant is a true and correct copy of the document and order or judgment uploaded and maintained in the electronic form on the server of the High Court, when the copy is prepared.

Provided that if any variation is noticed in certified copy, contents of hard copy, if any, and in the absence of hard copy, digitalized copy available on servers maintained by the High Court shall prevail.

**6. Rejection of the application for copy:-** An application shall be rejected, if it does not contain necessary particulars, and is not accompanied by sufficient stamps. If the digitized case files/electronically filed case files and order/ judgment is not available in the electronic form on the server, the application without generating the folio number will be returned. The applicant shall have option to resubmit the application, or to present it for preparation of certified copy under Chapter XL of the Rules. The date of presentation in such case will be the date on which the application is resubmitted.

**7. Scale of charges :-** The following scale of charges is prescribed for the copies of digitized case files/electronically filed case files and orders/ judgments on servers in electronic form:-

(a)	Interlocutory order	Rs. 15
(b)	Judgment or final order	Rs. 15
(c)	Deposition	Rs. 15
(d)	Decree or formal order	Rs. 15
(e)	Documents contained in digitized case files/electronically filed case files	Rs. 15

<sup>2</sup>Amended vide Court's Notification No. 71/VIIIc, dated 13.01.2022 (Correction Slip No. 269), published in the official Gazette dated 12.02.2022.

The order/judgment or the documents with more than 10 pages shall attract additional charge of Rs 10 for every next 5 pages or part thereof.

**8. Free Copy:-** For free copies, Rule 10 and 11 of Chapter XL shall be applicable. For all other purposes of preparation and delivery of copies Chapter XL, except for the Rules specifically made in this Chapter, shall apply.]

## <sup>1</sup>[CHAPTER XL-B

### **ALLAHABAD HIGH COURT HINDI TRANSLATION OF JUDGMENTS/ORDERS (PROCEDURE) RULES, 2019**

**1. Short Title, Application and Commencement.-** (1) These rules may be called as “Allahabad High Court Hindi Translation of Judgments/Orders (Procedure) Rules, 2019”.

(2) They shall apply with regard to Hindi Translation of Judgment/Orders of the Court.

(3) They shall come into force with effect from the date of its publication in Official Gazette.

**2. Definitions.-** In these rules unless the context otherwise requires-

(a) “Court” means High Court of Judicature at Allahabad and its Lucknow Bench;

(b) “Government” means the State Government of Uttar Pradesh;

(c) “Applicant” means person applying for Hindi Translation.

**3. Eligibility.-** The applicant must be a person who is a party to the case concerned in which he is applying for providing Hindi Translation of Judgment/Order of Court and would include any person, if not party to the case but permitted by the Chief Justice for providing such translation of any Judgment/Order of the Court.

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<sup>1</sup>Inserted vide Notification No. 07/VIIIc dated 13.01.2021 (Correction Slip No. 266) published in U.P. Gazette Part I(ka) dated 27.02.2021 and corrigendum published in U.P. Gazette Part I(ka) dated 09.10.2021.



**4. Procedure for obtaining Translated Copy.-** (1) Application for Hindi translated copy of Judgment/Order shall be made by applicant in proforma 'A' appended to these Rules.

(2) Amount of fee/cost of copy to be charged from the applicant shall be Rs. 2/- per page or as revised from time-to-time by the Court.

(3) After submission of application for translated copy by applicant personally or through Counsel, information shall be provided by the Court to him/her regarding the amount of fee/cost which he/she is required to deposit as fee/expenses of translated copy.

(4) Registry will inform via e-mail/text message on mobile number, as provided in the application by applicant, within three working days, the requisite amount of fee and expenses computed under Sub Rule (3) with details of Bank account in which said amount is to be deposited.

(5) The applicant shall deposit the requisite amount of fee/expenses as communicated under Sub Rule (3) within one week from the date of such information.

(6) Payment of fee/expenses shall be made through deposit (Cash/Demand Draft) in Bank account or by e-transfer in such account. Such amount deposited by applicant is non-refundable and non-adjustable towards subsequent application moved by applicant.

(7) Any person seeking translated copies through e-mail, shall be provided the same on his/her e-mail address.

(8) After deposit of fee/expenses in Bank account, applicant shall furnish transaction details of such deposit to the Section concerned of Court through e-mail on e-mail address generated by Court for this purpose and mentioned in the prescribed proforma 'A'.

(9) A separate account shall be opened with Bank where applicant shall deposit the fee/expenses. Such account shall be operated by such officer or officers as authorised by Chief Justice, from time-to-time.

(10) Amount so collected may be utilized for meeting expenses of translation of Judgments/Orders or for such purpose(s) as the Chief Justice may deem fit and proper.

(11) Translated copies of Judgment/Order running upto fifty pages shall be prepared within fifteen working days from deposition of prescribed fee/expense in specified Bank account of the Court. Where Judgment/Order consists of more than fifty pages, translated copies shall be prepared within thirty working days. If Judgment/Order is voluminous enough, translation whereof, is not possible within thirty days, in that event concerned Supervising Authority/Officer shall seek extension of time from competent officer or officers as authorized by the Chief Justice.

(12) Top of first page of translated copy of Judgment/Order must contain the information "Only for Personal use and not to be used or cited before any Authority or Court of Law".

(13) Where a person, confined in Jail, desires to obtain translated copies, he may apply through Superintendent of concerned Jail and translated copies shall be transmitted to him by post through Superintendent, Jail, free of cost.

(14) After preparation of translated copy of Judgment/Order, information shall be sent to the applicant through e-mail/text message on his/her mobile number, mentioned in the application, informing him/her to collect the translated copy within two weeks from the date of such communication.

(15) If applicant does not collect translated copy within six months from the date of such communication, same shall be weeded out.

**5. Residuary Power.-** Nothing in these Rules shall affect powers of Chief Justice to make such orders, from time to time, as he may deem fit in regard to all matters incidental or ancillary to these rules, not specifically provided for herein or in regard to matters as have not been sufficiently provided for.

**Proforma 'A'**  
**High Court of Judicature at Allahabad**  
**Application for providing Hindi translation of**  
**Judgment/Order**

1. Name of the Applicant :
2. Father's Name :
3. Mobile No. of Applicant :
4. e-mail address of Applicant :
5. Nature of Case and Case details as provided in the concerned Judgment/Order :
6. Whether applicant is petitioner /applicant/appellant/revisionist/ respondent and his/her number in array of parties :
7. Address of the applicant as mentioned in concerned Case :
8. Address for Correspondence :
9. Date of Judgment/Order :
10. Total Page Number(s) to be translated of Judgment/Order :

I hereby declare that Hindi translated copy of Judgment/Order which will be provided to me, shall not be cited before any Court of Law and it is in my knowledge that this Hindi translation shall not have any precedent value and I understand that translated copy of Judgment/Order is exclusively for reading and understanding the original Judgment and not valid document for legal proceedings.

Date:

Signature/Thumb Impression  
of Applicant

e-mail address of High Court :  
for providing payment details

**For Office Use**

i. Total Page Number(s) to be translated of :  
Judgment/Order

ii. Date of payment of fee deposited for :  
translation and copying charges

**प्रारूप – 'क'**

**उच्च न्यायालय इलाहाबाद**

**निर्णय/आदेश का हिन्दी अनुवाद उपलब्ध कराने हेतु आवेदन**

- 1- आवेदक का नाम –
- 2- पिता का नाम –
- 3- आवेदक का मोबाईल नं० –
- 4- आवेदक का ई-मेल एड्रेस –
- 5- वाद की प्रकृति एवं संबंधित निर्णय/आदेश में दिये गये वाद का विवरण –
- 6- क्या आवेदक याचिका कर्ता/ आवेदक/अपीलार्थी/पुनरीक्षणार्थी/ प्रतिवादी है एवं पक्षकारों के अनुवान में उसकी संख्या –
- 7- सम्बन्धित वाद में यथा उल्लिखित आवेदक का पता –
- 8- पत्राचार का पता –
- 9- निर्णय/आदेश की तिथि –
- 10- अनुवाद किये जाने वाले निर्णय/ आदेश की कुल पृष्ठ संख्या –

मैं एतद्वारा घोषित करता हूँ कि निर्णय/आदेश की हिन्दी में अनुवादित प्रति, जो मुझे उपलब्ध कराई जायेगी, किसी भी

न्यायालय के समक्ष उद्धृत नहीं की जायेगी और मुझे यह ज्ञात है कि इस हिन्दी अनुवाद का कोई पूर्वनिर्णय मूल्य नहीं होगा और मैं समझता हूँ कि निर्णय/आदेश की अनुवादित प्रति, मूल निर्णय को मात्र पढ़ने और समझने के लिए है और विधिक कार्यवाहियों हेतु वैध अभिलेख नहीं है।

दिनांक— आवेदक का हस्ताक्षर/अंगूठा  
निशान

उच्च न्यायालय की ई-मेल, जिस पर भुगतान विवरण प्रेषित किया जाये—

### **कार्यालय उपयोग हेतु**

- (i) अनुवाद किये जाने वाले निर्णय/  
आदेश की कुल पृष्ठ संख्या –
- (ii) अनुवाद के लिये जमा शुल्क एवं  
नकल प्रभार के भुगतान की तिथि – ]

### CHAPTER XLI

### **ARRANGEMENT, PRESERVATION AND DESTRUCTION OF RECORDS**

The following Rules have been framed under Section 3 of the Destruction or Records Act, 1917 :

### **SECTION – A CIVIL CASES <sup>1</sup>[OR WRIT CASES]**

<sup>1</sup> Added by Noti. No. 28/X-e-3, dt. 02.12.1977, Published in U.P. Gazette, Part ii, dt. 28.01.1978

**1. Division of record into files** :- Each record in a civil<sup>2</sup>[or writ] case shall be divided into two files to be called File A and File B.

**2. General Index**:- Each paper as it is filed shall be entered in a general index and shall be marked with the letter A or B according to the file to which it belongs.

**3. Files A and B in Supreme Court Appeals** :- In the case of Appeals to the Supreme court File A shall consist of the following papers, namely--

- (1) General index.
  - (2) Order sheet.
  - (3) Application for leave to appeal.
  - (4) Court's order refusing or granting certificate.
  - (5) Formal certificate granting leave to appeal.
  - (6) Security bond and papers relating to cash deposits.
  - (7) Compromise, waiver or confession of judgement
  - (8) Application for substitution of names and the order passed thereon.
  - (9) Affidavits.
  - (10) One copy of the printed record.
  - (11) Letter forwarding the Record to the Supreme Court.
  - (12) Judgment of the Supreme Court.
  - (13) All other orders of the Supreme Court.
  - (14) Any other paper directed by the Court to be included in File A.
- All other papers shall be kept to File B.

**4. File A and B in Civil Appeals etc.** :- In civil appeals, revisions and miscellaneous cases File A shall consist of the following papers, namely--

- (1) General index.
- (2) Order sheet.
- (3) Memorandum of appeals or application.
- <sup>1</sup>[(4) Copy of decree or formal order under appeal or revision or of impugned judgment or order].

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<sup>2</sup> Added by Noti. No. 28/X-e-3, dt. 02.12.1977, Published in U.P. Gazette, Part ii, dt. 28.01.1978

- (5) Notice with report of service in *ex parte* cases.
- (6) Memorandum of objections under Rule 22 or 26 of Order XLI of the Code.
- (7) Objection or reply.
- (8) Order of remand under Rule 25 or Order XLI of the Code.
- (9) Copy of findings on issues referred to the lower Court for trial under Rule 25 of Order XLI of the Code.
- (10) Application for substitution, addition or striking out of names of parties.
- (11) Deposition of a party or witness.
- (12) Order imposing a fine upon a witness under Rule 12 of Order XVI of the Code.
- (13) Report, proceedings or examination of Commissioner.
- (14) Order of appointment, or removal, of a guardian or next friend.
- (15) Documents filed by parties.
- (16) Order impounding a document.
- (17) Affidavits.
- (18) Arbitration agreement.
- (19) Award of arbitrators.
- (20) Compromise, waiver, or confession of judgments.
- (21) Court's judgment or final order along with one copy of the paper book, if any.
- (22) Court's decree.
- (23) Certificate of return of record.
- (24) Order of reference to the High Court.
- (25) Certificate of fees paid to Advocates.
- (26) Any other paper directed by the Court to be included in File A.

All other papers shall be kept in File B.

**<sup>1</sup>[(4-A). Papers consisting in File A :-** In writ petitions File A shall consist of the following papers, namely :-

1. General index.

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<sup>1</sup> Subs. By Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978

<sup>1</sup> Added by Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978

2. Order sheet.
3. Writ petition.
4. Counter-affidavits and Rejoinder-affidavits.
5. Order of substitution of the heirs of parties.
6. Evidence, if any, recorded or permitted by Court.
7. Judgment.
8. Decrees.
9. Memorandum of Special Appeal or Appeal to Supreme Court, objection, judgments and decree in them.
10. Any other papers shall be kept in File 'B'.

**5. Destruction of File A** :- <sup>1</sup>[File A in civil appeals, revision and miscellaneous cases shall be retained for a period of twelve years from the first day of January following the date of judgment or final order or where there has been a Special Appeal or an appeal to the Supreme Court from the date of communication of the judgment or final order passed in the Special Appeal or in the Appeal to the Supreme Court and shall then be destroyed excepting general index, judgment with compromise, if any, on which the decree is based, decrees and unreturned documents, which shall be retained permanently. File a prepared under rule 4A shall be retained permanently.

**<sup>2</sup>[6. Destruction of file B** :- <sup>3</sup>[\* \* \*] File 'B' shall be retained for a period of one year from the first day of January following the date of judgment or final order or where there has been a Special Appeal or an Appeal to the Supreme Court from the date of communication of the judgment or final order passed in the Special Appeal or in the Appeal to the Supreme Court and then destroyed].

**7. Original trials** :- In suits coming before the court in the exercise of its ordinary or extraordinary original civil jurisdiction <sup>4</sup>[the procedure] prescribed for the preparation, preservation and destruction of record in subordinate Civil Courts shall be followed.

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<sup>1</sup> Subs. By *ibid*.

<sup>2</sup> Subs. By *ibid*

<sup>3</sup> Omitted by Noti. No. 118/VIII-C-2, dt. 10.02.1981, published in U.P. Gazette, Part II, dt. 27.06.1981

<sup>4</sup> Added by Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt.28.01/1978



**SECTION - B**  
**MATRIMONIAL AND TESTAMENTARY CASES**

**8. Division of record into files :-** The record in a matrimonial <sup>5</sup>[\* \* \*] reference or a testamentary case shall be divided into two files to be called Files A and B.

**9. General Index:-** Each paper as it is filed shall be entered in a general index and shall be marked with the letter A or B according to the file to which it belongs.

**10. Files A and B :-** File A shall consist of the following papers, namely :-

(a) In matrimonial <sup>1</sup>[\* \* \*] references :-

- (1) General index.
- (2) Order sheet.
- (3) Petition or application.
- (4) Written statement.
- (5) Issues.
- (6) Statement of parties and witnesses.
- (7) Document filed by parties.
- (8) Judgment.
- (9) Decrees.
- (10) Any other paper directed by the court to be included in File A.

(b) In testamentary cases :-

- (1) General index.
- (2) Order sheet.
- (3) Petition for grant for Probate or Letters of Administration with Annexures A and B and copy of the Will, if any.
- (4) Application including application for appointment or discharge of an executor or for directions to the executor.
- (5) Affidavits including affidavit of valuation and affidavits of attesting witnesses.

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<sup>5</sup> Omitted by Noti. No. 118/VIII-C-2, dt. 10.02.1981, published in U.P. Gazette, Part II, dt. 27.06.1981

<sup>1</sup> Omitted by Noti. No. 118/VIII-C-2, dt. 10.02.1981, published in U.P. Gazette, Part II, dt. 27.06.1981

- (6) Caveat.
- (7) Objection or Written statement.
- (8) Issues.
- (9) Statements of parties and witnesses.
- (10) Documents filed by parties.
- (11) Judgment.
- (12) Decrees.
- (13) Security or administrative bond.
- (14) Probate or Letters of Administration.
- (15) Inventory.
- (16) Accounts.
- (17) Any other paper directed by the court to be included in File A. All other papers shall be kept in file B.

Original Wills shall be kept separately in an iron safe, a note to that effect being made against the corresponding entry in the general index.

**11. Destruction of papers in matrimonial cases :-**  
<sup>1</sup>[Deleted]

**12. Destruction of papers in matrimonial reference:-** In matrimonial reference --

- (a) File A shall be retained for a period of twelve years from the first day of January following the date of final decision and shall then be destroyed excepting general index, judgment and decrees, which shall be retained permanently.
- (b) File B shall be retained for a period of two years from the first day of January following the date of final decision and then destroyed.

**13. Destruction of papers in testamentary cases:-** In testamentary cases--

- (a) File A shall be retained for a period of <sup>2</sup>[twenty-five] years from the first day of

<sup>1</sup> Rule 11 *deleted* by Noti. No. 118/VIII-C-2, dt. 10.02.1981, published in U.P. Gazette, Part II, dt. 27.06.1981

<sup>2</sup> *Subs.* By Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978.

January following the date of final decision and shall then be destroyed excepting general index, petition or application, judgment decrees, probate or letters of administration and original wills, which shall be retained permanently ;

- (b) File B shall be retained for a period of two years from the first day of January following the date of final decision and then be destroyed.

**SECTION – C**  
**[CRIMINAL CASES AND CONTEMPT**  
**OF COURT CASES]<sup>3</sup>**

**14. Division of record into files:-** The record in a criminal <sup>1</sup>[or contempt of court] case shall be divided into two files to be called File A and File B.

**15. General index:-** Each paper as it is filed shall be entered in general index and shall be marked with the letter A or B according to the file to which it belongs.

**16. Files A and B:-** File A shall consist of the following papers, namely--

(a) In original trials--

- (1) General index.
- (2) Record of the lower court.
- (3) Paper-book.
- (4) Record of evidence.
- (5) Commission, the return thereto and depositions.
- (6) Orders by the presiding Judge.
- (7) Warrant or other paper returned on execution of sentence.
- (8) Copy of order commuting a sentence or suspending the execution thereof of remitting punishment.
- (9) Unreturned exhibits.

<sup>3</sup> Subs. By Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978.

<sup>1</sup> Added by *ibid*.

(10) Any other paper directed by the court to be included in File-A.

(b) In appeals, revisions, references and other cases<sup>2</sup>[including cases under the Contempt of Courts Act, 1971] --

- (1) General index;
- (2) Grounds of appeals, application or reference;
- (3) Affidavits.
- (4) Copy of lower court's judgment;
- (5) Notice with report of service;
- (6) Judgment;
- (7) Warrant;
- (8) Printed paper-book, if any;
- (9) Any other paper directed by the court to be included in File-A.

All other papers shall be kept in File B.

**17. Destruction of File A:-** <sup>1</sup>[File A in criminal cases other than contempt of court cases shall be retained for a period of 10 years and in contempt of court cases for a period of two years from the first day of January next following the date of final decision and shall then be destroyed excepting the General index and judgment of the Court, which shall be retained permanently].

**18. Destruction of File B :-** Papers in File B shall be destroyed after one year from the first day of January next following the date of final decision.

#### *SECTION - D* *GENERAL*

**19. Cases in which there has been an appeal to Supreme Court :-** In a case in which an appeal has been filed in the Supreme Court no paper shall be destroyed until the judgment or final order of that Court is communicated to the

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<sup>2</sup> *Added* By Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978.

<sup>1</sup> *Subs.* By Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978

court and the papers shall thereafter be destroyed in accordance with these rules, the period of destruction being counted as from the first day of January following the date of communication of such judgment or final order.

**20. Notice to withdraw documents** :- A notice shall be affixed in a conspicuous part of the court-house stating that documents filed in a case which may be returned having regard to the provision of Rule 9 of Order XIII of the Code or Section 294 of the Indian Succession Act, 1925, should be withdrawn as soon as the case has been finally disposed of and that if they are left in court they will be kept at the risk of the owner.

**21. Court-fee stamps to be mutilated** :- The record-keeper when putting papers aside for destruction shall mutilate all court-fee stamps affixed to them in such manner as to make it impossible for them to be used again.

<sup>1</sup>[**21-A. Destruction of Caveat Application**:- The Caveat Application in such matters which have not been filed in court shall be destroyed after six months of the filing of the Caveat; an entry to that effect shall also be maintained in the Caveat register.]

**22. Papers destroyed to be noted in index** :- A note of every record destroyed shall be made at the time of destruction on the general index of the case under the signature of the Record-keeper.

**23. Disposal of weeded papers** :- All weeded documents and papers shall be disposed of in the following manner namely--

- (a) Confidential papers including notes and orders on administrative matters and stamps and court-fee labels shall be torn into pieces and burnt in the presence of the Court Officer.
- (b) All other papers including original documents and certified copies shall be torn across and then sold as waste paper.
- (c) Spare paper-books shall be sold as waste paper without being torn.

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<sup>1</sup> Added by Noti. No 207/VIIIc-2 dt. 30.9.2008, Correction Slip No.239, published in U.P. Gazette, Part I, dt. 11.10.2008

The proceeds of the sale of waste paper shall be credited to Government.

<sup>2</sup>**[24. Period of preservation of records :-** The period for preservation in the Record Room of registers maintained in connection with the under-mentioned kinds of cases shall be as noted against each kind of cases :

1. Civil cases :Twelve years.
2. Matrimonial and Testamentary cases :Twenty-five years.
3. Matrimonial references :Twelve years.
4. Criminal Cases :Twelve years.
5. Contempt of Court cases :Two years.

The above mentioned periods for preservation of register shall be computed from the date of consignment of such registers in the Record Room.

After expiry of the periods as prescribed in this rule the registers shall be disposed of in accordance with the provisions of clause (b) of Rule 23 of this Chapter].

<sup>1</sup>**[25. Destruction of second judge copy and listing applications.** - Notwithstanding anything contained in these rules, second Judge copy and listing applications may be destroyed immediately after judgment in all cases.

**26. Destruction of records retained in electronic form.** - Notwithstanding anything contained in these rules, any judicial record, book or paper, may be destroyed after it is converted into electronic form in accordance with Section 7 of the Information Technology Act, 2000, and is duly verified and authenticated.

**Explanation:-** According to Section 7 of the Information Technology Act, 2000, where any law provides that documents, record, paper or information shall be retained for any specific

<sup>2</sup> Added by Noti. No. 28/X-e-3, dt. 02.12.1977, published in U.P. Gazette, Part II, dt. 28.01.1978

<sup>1</sup> Inserted vide Notification no. 392/VIIIc, dated 24.08.2017 (Correction Slip No. 257)

period, then, that requirement shall be deemed to have been satisfied if such document, record, paper or information are retained in the electronic form.

**27. Supervision of conversion of records into electronic form.** - The conversion of judicial record, book or paper, in electronic form, shall be carried out from time to time, by the High Court or by the Agency entrusted with the work of digitization, before their destruction, in accordance with Rule 26, as may be necessary and shall be authenticated by the designated Deputy Registrar or by any other Officer, as may be appointed by the Chief Justice for the purpose, by affixing his/her digital signatures.

**28. Supervision of destruction of digitized record. -**

(i) The destruction of judicial record, book or paper, shall be carried out from time to time as may be necessary by the designated Deputy Registrar or by any other Officer, as may be appointed by the Chief Justice for the purpose, by affixing his/her digital signatures.

(ii) The designated Deputy Registrar or any other Officer, referred in sub-rule (i), shall ascertain that the judicial record, book or paper has been digitized and shall issue a certificate to that effect, which shall be preserved with the list of destroyed record, by affixing his/her digital signatures.

**29. Manner of destruction of record and stamps. -** The destruction of judicial record, book or paper including court fee stamps affixed to documents which are to be destroyed, shall be given effect to by tearing such judicial record, book or paper through a shredding machine or any other machine designed and available for the purpose so that the documents as well as court fee stamps affixed to documents so torn up may not be used again.]