

**HIGH COURT OF JHARKHAND, RANCHI  
NOTIFICATION**

No. 01/2024/R&S

Dated: - 23/02/2024

**STANDARD OPERATING PROCEDURE FOR VIDEO CONFERENCING /  
VIRTUAL HEARING BEFORE THE HIGH COURT OF JHARKHAND**

Pursuant to the Order dated 6<sup>th</sup> October, 2023 passed by the Hon'ble Supreme Court of India in Writ Petition (Criminal) No. 351 of 2023 (Sarvesh Mathur v. The Registrar General High Court of Punjab and Haryana), High Court of Jharkhand hereby frames the following Standard Operating Procedure for Video Conferencing / Virtual Hearing before the High Court of Jharkhand:-

1. An Advocate / Party-in-Person would be entitled to appear without restriction before the High Court through a video conferencing facility, subject to the condition that such Advocate / Party- in- Person intimates his/her appearance through video conferencing to the Court Master of Court concerned giving intimation to that effect along with the name, item no., case details etc. between 8.00 A.M. to 10.00 A.M. on the date of hearing of the case. Such appearance shall be in accordance of law and High Court of Jharkhand Rules, 2001.
2. Learned Counsel / Party-in person may join the court proceeding in virtual mode using the link of the court.
3. The links for each Court along with the contact number of the Court Master of all Courts shall be provided in the daily cause list. The daily cause list shall be published on the website of the High Court of Jharkhand.
4. Advocates/litigants may, if they so desire, use the facility of Video Conferencing available in the High Court premises or E-Sewa Kendra.
5. All cases shall ordinarily be taken up as per their serial number in the cause lists. Parties in person as well as Advocates, who have opted to appear through virtual mode, shall watch the website of Court's display board at <https://jharkhandhighcourt.nic.in/dpboard.php> and join the hearing at least two items before their serial number as per the cause list.

6. While accessing the virtual platform, an advocate may be required to enter details like name, item number, party for which she / he / they are appearing or such other information as required by the High Court. If the advocate appears in more than one matter, case numbers of all matters may be required to be provided.

7. Participants should not use multiple devices at remote location to eliminate the chance of echo / disturbance.

8. The Advocate must be dressed in professional attire. If the advocate is not dressed in professional attire, the right of audience may be withdrawn by the Court. Similarly, a party in person must be appropriately dressed.

9. The Court proceedings conducted through video conferencing are judicial proceedings for all purposes, and all protocols applicable to physical Courts shall apply to virtual proceedings.

10. Cell phones of all participants shall be switched off or kept in aeroplane mode during the proceedings.

11. The Advocate/party in person may log in from his office, residence, conference room, etc., but not from a vehicle like a car. The remote location should be quiet and have sufficient internet coverage. The Advocate/Party should have the camera switched on during Court proceedings as long as they are connected in the Video Conferencing session. However, the Court may make an exception where leave is sought in that behalf. All participants should endeavor to look into the camera, remain attentive and not engage in any other activity during the proceedings.

12. If any participant in the Video Conferencing session is found to have joined without having entered his / her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned off during Video Conferencing then such participants may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.

13. Only the Advocate/duly authorized person in the matter would be entitled to address the Court. The Court Master may mute/unmute any other participant(s).

14. Advocates/participants may regulate their microphones to avoid disturbing the court proceedings. At the time of joining, the microphone should be kept muted. The microphone may be unmuted only when the matter is called out. The Court may direct the Court Master to mute the microphone of an advocate / participant if there is a disturbance in the court proceedings.

15. If any participant indulges in an act which is considered inappropriate, she/he/they may be excluded from the VC proceedings, and action as directed by the Court may be taken in the matter.

16. Recording of the court proceedings is strictly prohibited.

17. Advocates/participants can seek assistance through the chat facility wherever available. The chat facility should be used only for seeking help from the Court Master regarding technical assistance concerning VC hearing and / or inquiring about the item number of the case being heard. The Court Master would respond to such queries on a best-effort basis.

18. Advocates can give a Memo of appearance in such manner as notified by the concerned Court.

19. Mentioning matters through online mode by Advocates would be permitted during the mentioning time of the Court. The Court may in appropriate cases allow any one to join the proceedings through Video Conferencing.

20. If the number of participants who have joined the virtual proceedings exceeds or is likely to exceed the maximum log-ins permitted by the software, the Court Master, in the first instance, may remove viewers not participating in the court proceedings. Advocates/litigants appearing in latter items may also be requested to log out.

21. In cases where in-camera proceedings are required to be held, virtual hearings may be restricted to the parties and/or their advocates.

22. The present Standard Operating Procedure shall be in addition to the High Court of Jharkhand Rules for Video Conferencing for Courts, 2020 and High

Court of Jharkhand (Video Conferencing for Courts) Regulations, and not in derogation thereof but, in supersession of the Instructions issued in this regard vide Notice dated 31.10.2023 of this Court.

23. The High Court of Jharkhand may frame / amend, as and when required, necessary regulations / SOP regarding all or any of the subject matters for which provision is necessary and expedient.

24. Whenever any difficulties or doubts arise in applying and / or interpreting this Standard Operating Procedure, the decision of the High Court of Jharkhand thereon shall be final.

By Order  
Sd/-  
(Mohammad Shakir)  
**Registrar General**