

# C I R C U L A R

IT IS HEREBY NOTIFIED for the information of the Officers, Staff Members, Private Secretaries/ Personal Assistants to the Hon'ble Judges, Advocates, Litigants and parties appearing in-person at Bombay High Court.

1. That, the Chief Officer, Disaster Management Unit & CCRS MCGM and the Chief Fire Officer, Mumbai Fire Brigade, MCGM will conduct **“Mock Evacuation Drill” on , the Friday, the 8<sup>th</sup> July, 2022 at 4.30 p.m. onwards** in the High Court Compound between High Court Main & Annexe Buildings, PWD Main & Extension Buildings at Bombay by the means of training and rehearsal in the event of fire.
2. When the siren/ hooter will be sounded at about 4.30 p.m., all the Officers and staff members, Private Secretaries/ Personal Assistants to the Hon'ble Judges, Advocates, Litigants and parties appearing in person at Bombay High Court in Main, Annexe, PWD Main & Extension Buildings are required to vacate their respective Departments, Offices Court Rooms.
3. The Officers and Staff members, Private Secretaries/ Personal Assistants to the Hon'ble Judges, Advocates, Litigants and parties appearing-in-person on respective floors of the buildings are requested to follow the instructions of the Floor Marshals/ Floor Wardens deployed on the respective floors, when the siren is sounded, in order to vacate their respective Departments and gather at the assembly points in front of hoardings showing floor and building name, kept in the compound between High Court Main & Annexe Buildings and

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PWD Main & Extension Buildings at Bombay. They shall not use Elevators.

4. They are hereby further informed that for High Court Main & Annexe Buildings wise, Floor wise Assembly points have been decided to gather in the compound between the High Court Main & Annexe Buildings and PWD Main & Extension Buildings in High Court PWD Building compound at Mumbai, the said assembly points have specifically earmarked and they are hereby informed to stand in front of the Assembly point assigned to them.

5. After the said Mock Evacuation Drill is over, the Officers and Staff members shall return to their respective Departments for their work.

All are, therefore, hereby requested to take a note and do the needful.

Dated this 5<sup>th</sup> day of July, 2022.

**By Order**

  
Addl. Registrar, Original Side/  
Addl. Prothonotary & Senior Master