

NOTICE

IT IS HEREBY NOTIFIED for the information of the Advocates and the parties appearing in-person at the **Principal Seat at Bombay** that the Single Bench presided over by the **Hon'ble Shri Justice Somasekhar Sundaresan** has issued the following directions with immediate effect:

Standard Operating Procedure – 2

Requests for Urgent Circulation in Matters

1. A Standard Operating Procedure for auto-listing of matters immediately upon numbering was communicated on January 3, 2025. It can be found at: (<https://bombayhighcourt.nic.in/writereaddata/webnotice/PDF/noticebo m20250103163131.pdf>).

Directions for Requesting Urgent Circulation:

2. To address any felt need for urgent listing of any matter that needs attention earlier than the expedited auto-listing system referred to above, the following requirements are being set out:-
 - A) Any request for urgent listing should be spelt out in a ***praecipe*** that clearly and crisply sets out the urgency and the basis on which urgency is claimed;
 - B) It is critical that the *praecipe* is ***articulate*** about the ***circumstances necessitating urgent consideration***;

- C) Every *praecipe* should set out the **specific provisions** of the *Arbitration and Conciliation Act, 1996*, under which the proceedings are being pursued (Section 9, Section 11, Section 29A, Section 34 etc.), as also the **stage** at which and the **purpose** for which the urgent listing is sought (for example, ad-interim relief, interim relief etc.);
- D) The **tabulated format** set out in this Notice should be used in the *praecipe*;
- E) The *praecipe* should be **handed over** to the Associate and the *Sheristadar*, **without verbally mentioning** the matter;
- F) Unless there is a **grave emergency** necessitating listing on the very same day (**rare in the arbitration jurisdiction**), there should be **no mentioning** when the Court presides;
- G) A *praecipe* **filed before 10:30 am** on a given day will be **processed on the same day**. Decisions on the requests made in the *praecipe* shall be published on the Official Website of the Court (<https://bombayhighcourt.nic.in/>) in the hyperlink titled: “***Circulations Granted***” by the evening;
- H) Any *praecipe* received **after 10:30 am on a given day and before 10:30 am of the next day**, would be **processed and decided** upon before the **evening of the next day**;
- I) The publication of these decisions should be **looked up online**. Stakeholders are requested **not to seek verbal confirmation about the outcome** from the Associate and the *Sheristadar*;
- J) The following table must be used for providing the information sought to enable a decision on the *praecipe*:

Data Head	Particulars
Relevant Section of the Arbitration and Conciliation Act, 1996	<i>Section [_]</i>
Need for Urgent Consideration	<i>Explain circumstances that warrant urgency in brief bullet points</i>
Date of Filing of the Petition / Application	<i>[_]</i>
Scheduled Next Date of Hearing in the system	<i>[Date]</i>
Request in the <i>praecipe</i>	<i>[Listing for Ad-Interim Reliefs]; [Listing for issuance of notice]; [Listing for interim application]; [Listing for extension of time to complete arbitration]; Etc</i>

Appearances:

3. Advocates are requested to give the ***appearance*** only in ***typed format*** with ***complete particulars of all names involved***. While the pain of a name being left out from an order or judgment may evoke empathy, processing requests to include names after the order or judgement is published, wastes precious time of the Court and its administration, and therefore, will not be entertained.

Balance Matters on Causelist:

4. If, for any reason, all the matters listed on the causelist cannot be heard on a given day, including due to discharge of the causelist due to an ongoing matter, advocates must not mention their matters out of turn. Before the Court rises, the ***next date in the balance matters*** will be publicly assigned, with a ***roll-call*** of the balance matters.

The effectiveness of the Standard Operating Procedure dated January 3, 2025 and of the Directions issued in this Notice will be studied and reviewed from time to time.

Stakeholders are welcome to provide their suggestions and feedback for improvement by providing a written note to the Associate and the *Sheristadar*.

Dated this 7th day of January, 2025

By Order

Sd/-

(S. B. Bhansali)
Prothonotary & Sr. Master,
High Court, O.S. Bombay.

Sd/-

(H. M. Bhosale)
Registrar (Judl-I),
High Court, A.S. Bombay.