

HIGH COURT OF DELHI, NEW DELHI

No. 21 /Rules/DHC

Dated: 18/05/2010

PRACTICE DIRECTION

Hon'ble the Acting Chief Justice has been pleased to issue the following practice directions to the Subordinate Courts to bring about uniformity and standardization in the method of mention of necessary particulars in the judgments/orders and the format of the judgment/order:

1. **Phrase:** The phrase like "IN THE COURT OF SHRI/MS _____, ADJ (CENTRAL-____), DELHI" shall be mentioned on the top centre of the paper.
2. **Case number:** Number of the case shall appear below the above phrase and above the Unique Case ID No., on the left side of the paper with left alignment.
3. **Unique Case ID No.:** The Unique Case ID No. _____ shall be mentioned on the left side of the paper, with left alignment, below the case number.
4. **Title:** Title would bear the name and address of all the parties.
5. **Date of Institution:** Date of institution/filing of application shall be mentioned on the left side of the paper, with left alignment, below the title.
6. **Date of reserving judgment/order:** Date of reserving judgment/order of application shall be mentioned on the left side of the paper with left alignment, below the date of institution.
7. **Date of pronouncement:** Date of pronouncement of judgment/order shall be mentioned on the left side of the paper with left alignment, below the date of reserving judgment/order.
8. **Paper size** : A4
9. **Colour** : White
10. **Font size of the title** : 14 (Bold)
11. **Font size of the text** : 14
12. **Left margin** : 1.75"
13. **Right margin** : 1"
14. **Top margin** : 1.5"
15. **Bottom margin** : 1.5"
16. **Font style** : Times New Roman/Nimbus Roman No.9L
17. **Space between lines** : 1.5
18. **Footer:** (a) Case number of the case shall be typed on the left bottom corner and page number with total number of pages shall be typed on the right bottom corner.
(b) Footer will appear on each page of the judgment/order.

The Practice Direction will come into force immediately.

By order


(RAKESH KAPOOR)

REGISTRAR GENERAL

Endst. No. 16439-59 /Rules/DHC

Dated: 18/05/10

Copy forwarded for information and necessary action to :-

1. Secretary (Law & Justice), Govt. of NCT of Delhi, Delhi Secretariat, I.P.Estate, New Delhi.
2. The District & Sessions Judge, Delhi.
3. The Secretary Bar Council of India, Delhi.
4. The Secretary Bar Council of Delhi, Delhi.
5. The President/Secretary, Supreme Court Bar Assn., Supreme Court of India, New Delhi.
6. The President/Secretary, Delhi High Court Bar Assn., Delhi High Court, New Delhi.
7. The President/Secretary, Bar Association, Tis Hazari Courts/Patiala House Courts/Karkardooma Courts/ Rohini Courts/Dwarka Courts.
8. The Secretary, Supreme Court Legal Aid & Advice Committee.
9. The Member Secretary, Delhi Legal Services Authority, Patiala House Courts, New Delhi.
10. The Secretary, High Court Legal Aid & Advice Committee.
11. The Secretary, District. Court Legal Aid & Advice Committee, Tis Hazari, Delhi.
12. Librarian, Tis Hazari Courts/Patiala House Courts/Karkardooma Courts/Rohini Courts/Dwarka Courts
13. PAs to Registrar General/ Registrar (Admn)/ Registrar (Protocol)/ Registrar (Vig.)/ Registrar (Org.)/ Registrar (Appl.)/ Registrar (Gen.Admn.), Delhi High Court, New Delhi.
14. Registrar-cum-Secretary to Hon'ble the Chief Justice.
15. All Joint Registrars/Deputy Registrars/Assistant Registrars, Delhi High Court.
16. Registrar (Computers) for uploading the Practice Direction on the website of this Court.
17. Private Secretaries to Hon'ble Judges for kind perusal of His Lordships.
18. Librarian, Delhi High Court.
19. Administrative Officers (Judicial)/Court Masters, Delhi High Court.
20. Guard File.
21. Notice Board.

L.K. Gaur
(L.K.GAUR)

JOINT REGISTRAR (RULES)