

APPELLATE TRIBUNAL FOR ELECTRICITY
Core-4, Scope Complex,
Lodhi Road,
New Delhi - 110 003

APTEL/Registry (Procedure)/2007-3

dated 31.10.2007

NOTICE

The following procedure shall henceforth be followed by all the advocates/parties:-

1. Three copies of all documents whether at the time of fresh filing or during the course of the proceedings, shall be filed.
2. An 'Opening Sheet' shall be filed at the time of first presentation of papers in the Registry. Form of the Opening Sheet is available on APTEL's website or may be obtained from the Registry.
3. Where there is more than one volume in a given case, pagination shall be done continuously in all the volumes, each volume containing not more than 300 pages to the extent possible.
4. In case of subsequent filings, last page number to be obtained from the Registry in order to submit papers with continuous page numbers.
5. Wherever any new document is filed in open court, three copies of the same have to be necessarily filed. In case if less than three copies are filed, the advocate/party concerned shall make an undertaking for filing the deficit copies separately. Court Master has been directed not to accept less than three copies in open court. Prescribed Court fee shall also be paid for each enclosure/annexure.
6. A soft copy of the Memorandum of Appeal along with Opening Sheet shall be submitted also on a CD, duly marked with proper details at the time of filing (details such as names of parties, date of presentation, name of advocate, if any).

By ORDER

REGISTRAR