

**APPELLATE TRIBUNAL FOR ELECTRICITY  
NEW DELHI  
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**Notification**

16<sup>th</sup> April, 2021

In view of representation received from the counsels of Energy Bar regarding steep rise in covid-19 cases amongst their staff and resultant difficulty in physical filing at Registry Counter, it is hereby notified that physical filing has been dispensed with upto 1<sup>st</sup> May, 2021. Registry shall accept the soft copy of the files via email and the physical filing be done within a week from 01.05.2021. Email be sent to official id of Deputy Registrar [dyregr-aptel@nic.in](mailto:dyregr-aptel@nic.in) with cc to filing counter officials [aptel.sandeep@gmail.com](mailto:aptel.sandeep@gmail.com) and [preetikalsiaptel@gmail.com](mailto:preetikalsiaptel@gmail.com). Further, following directions shall be followed for online filing:

Every e-mail shall invariably mention the Subject as “**Online filing of ..... (Name of document) through Email in Appeal / DFR No.. .....**”

<b>A. <u>Fresh Appeal without urgent listing</u></b>	
<b>Sl. No.</b>	<b>Title</b>
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the original Paper Book or IAs complete in all respect including the required document, affidavits and duly signed Vakalatnama/ PoA etc in original within a week from 01 <sup>st</sup> May 2021.
2.	Scanned copy of Appeal Paper Book and also in MS Word format
3.	Scanned copy of the Court fee deposited in <b>Bharat Kosh</b> (non-tax-receipt portal)
4.	Vakalatnama in PDF
5.	Scanned copy of proof of service on the other parties.
<b>B. <u>Fresh Appeal with urgent listing</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by

	the Counsel to file the original Paper Book or IAs complete in all respect including the required document, affidavits and duly signed vakalatnama / PoA etc in original within a week from 01 <sup>st</sup> May 2021.
2.	Scanned copy of Appeal Paper Book and also in MS Word format
3.	Scanned copy of the Court fee deposited in <b>Bharat Kosh</b> (non-tax-receipt portal)
4.	Vakalatnama in PDF
5.	The request letter that the matter may be taken up through the Video Conferencing mode.
6.	Scanned copy of proof of service on the other parties.
<b>C. <u>IAs</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the IAs complete in all respect including the required document, affidavits and duly signed vakalatnama/ PoA etc in original within a week from 01 <sup>st</sup> May 2021..
2.	Scanned copy of IA and also in MS Word format
3.	Scanned copy of the Court fee deposited in <b>Bharat Kosh</b> (non-tax-receipt portal)
4.	Vakalatnama in PDF with appropriate fee ( if filed by party requiring impleadment)
5.	Scanned copy of proof of service on the other parties.
<b>D. <u>Reply/Rejoinder</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the reply / rejoinder complete in all respect including the required document, affidavits and duly signed (vakalatnama/ PoA etc in original in case already not filed) within a week from 01 <sup>st</sup> May 2021.
2.	Scanned copy of reply / rejoinder and also in MS Word format
3.	Scanned copy of the Court fee deposited in <b>Bharat Kosh</b> (Rs.25/- per annexure)
4.	Vakalatnama in PDF with appropriate fee (in case already not filed)
5.	Scanned copy of proof of service on the other parties.
<b>E. <u>Vakalatnama</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the Vakalatnama complete in all respect within a week from 01 <sup>st</sup> May 2021.
2.	Scanned copy of Vakalatnama
3.	Scanned copy of the Court fee deposited in <b>Bharat Kosh</b> (Rs.25/-)
<b>F. <u>Affidavit of Service</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the Affidavit of Service complete in all respect within a week from 01 <sup>st</sup> May 2021.

2.	Scanned copy of Affidavit of Service
<b>G. <u>Written Submission</u></b>	
1.	An undertaking addressed to the Registrar / Deputy Registrar shall be given by the Counsel to file the Written Submission complete in all respect within a week from 01 <sup>st</sup> May 2021.
2.	Scanned copy of Written Submission also in MS Word format.
3.	Scanned copy of proof of service.

In case of any difficulty in online filing, the filing can be filed at the Registry Counter also, which shall remain open during normal working hours.

This issues with the approval of Competent Authority.

Sachin Sangwan  
Registrar (Officiating)