

HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

ROC No.502/SO/2023

Date: 18.10.2023

CIRCULAR No. 15/2023

Sub: High Court of Andhra Pradesh – Usage of A4 size papers with printing on both sides – Instructions – Issued.

The High Court taking into account current initiatives to minimize consumption of paper and save the environment, decided usage of A4 size paper, instead of using foolscap/legal size papers, for the pleadings, petitions, affidavits or other documents to be filed in all the courts or other documents to be filed in all the Courts and forums, which are under the Administrative control of this High Court to minimize consumption of paper and to protection of the environment.

The High Court having considered the same hereby directs that all Suits, Petitions, Applications, Affidavits, Counters, Memorandum of Appeals and other proceedings/Documents etc., to be filed in the District Judiciary and forums which are under the administrative control of this High Court shall be in **A4 size paper printed on both sides of the paper.**

Therefore, as directed, all the Unit Heads in Andhra Pradesh are instructed to see that above instructions are complied with, including issue of certified copies of the documents in A4 size papers. Unit Heads are further directed to circulate a copy of the circular to all the Judicial Officers and Presiding Officers of Labour Courts/Tribunals Courts in your Unit to follow the instructions scrupulously.

The above instructions will come into force with effect from **20.12.2023.**

Y. Lakshmana Rao
18/10/2023
REGISTRAR GENERAL

To

1. The Prl. Secretary to the Hon'ble the Chief Justice, High Court of Andhra Pradesh (with a request to place the circular before His Lordship for kind perusal).

2. All PSs to the Hon'ble Judges, High Court of Andhra Pradesh (with a request to place the circular before the Hon'ble Judge for their Lordship's kind perusal).
3. All the Registrars, High Court of Andhra Pradesh.
4. The Registrar (IT)-cum-CPC, High Court of Andhra Pradesh (with a request to instruct the concerned to place the circular in High Court's website)
5. All the Unit Heads in Andhra Pradesh.
6. The Secretary, High Advocates Association (With a request to circulate to all the members and to display in the notice board).
7. The Secretary, Bar Council of Andhra Pradesh.
8. The Member Secretary, A.P.State Legal Services Authority.
9. The Secretary, High Court Legal Services Committee.
10. The Director, High Court Mediation and Arbitration Centre.
11. The Director, A.P. Judicial Academy, Mangalagiri.
12. All the Officers, High Court of Andhra Pradesh.
13. All the Section Officers / Section Heads, High Court of Andhra Pradesh.

PRL. DISTRICT COURT :: WEST GODAVARI :: ELURU : DT.05-02-2025.

It is observed by the Hon'ble High Court, that some of the Courts still they are using legal papers. As directed by the Hon'ble High Court, all the Judicial Officers, Chief Administrative Officers, Senior Superintendents, Superintendents, in-charge Superintendents working in the Unit of West Godavari are hereby directed to all Suits, Petitions, Applications, Affidavits, Counters, Memorandum of Appeals and other Proceedings / Documents etc., to be filled in the District Judiciary and forums shall be in **A4 Size paper (printed on both sides of the papers)** in accordance with the Hon'ble High Court's Circular No.15/2023 in ROC.No.502/SO/2023, Dt.18.10.2023.

Hence, the Hon'ble High Court's Circular is hereby re-communicated for strict compliance.


I ADDL. DISTRICT JUDGE,
FAC/- PRL. DISTRICT JUDGE,
W.G., ELURU.

Copy to :-

1. All the Judicial Officers in the Unit of West Godavari.
2. The Chairman, PLAPUS, Eluru.
3. The Secretary, DLSA, Eluru.
4. The Special Magistrate, Tanuku.
5. All the Special Judicial Magistrate of II Class Court in the Unit of West Godavari.
6. The Official Receiver, West Godavari, Eluru.
7. All the Bar Associations in the Unit of West Godavari.
8. The Senior Superintendents / Superintendents, Accounts Section, Central Nazarath, OP-Cell, P.Tr Section, Copyist Section, Central Record Room of the Principal District Court, Eluru.
9. The In-charge System Officer (e-Courts project), Principal District Court, Eluru, with a direction to place the same in the Principal District Court's **website** and send **e-mails** to all the Officers.

D.M. NO. 676

05-02-2025