

SUPREME COURT OF INDIA

F. No. 1/2021/Copying/cir

Dated March 15, 2021

CIRCULAR

The Hon'ble the Chief Justice of India has been pleased to launch **e-Copying Module** with a view to regulate and streamline the functioning of the Copying Branch through Web-based e-Copying Software thereby facilitating the stakeholders to apply online for getting the 'Certified' copy, after paying requisite fee online and, in addition to obtaining certified copy in physical form, digitally signed 'e-authenticated' copies of all pleadings, judgments, decrees or orders, documents and deposition of witnesses made or exhibited in the proceedings by paying copying/ postal fee online, as the case may be. However, the first e-authenticated copy will be made available free of cost.

It is, therefore, for information of all concerned that, henceforth, in addition to the existing system of making applications for aforesaid documents at the Counter of Supreme Court Registry, the stakeholders can also apply online for digitally signed 'e-authenticated' copy upon deposit of the requisite copying fee and postal fee (if required). The same can be collected after certification by the Registry of the Supreme Court of India from the counter at the Supreme Court premises or through Speed Post at the given address of the applicant after certification by the Registry of the Supreme Court of India. The stakeholders are given facility to pay online the requisite copying application fee or postal fee by speed post through 'Bharat Kosh' integrated with e-Copying Software.

Salient features of e-copying software are given at Annexure 'X'. The link for access to apply for e-authenticated copy is ..www.sci.gov.in.

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(S.N. JOSHI)
REGISTRAR/OSD
(COPYING)

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(V.S. RAWAT)
REGISTRAR (J-II)

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(RAJIV KALRA)
REGISTRAR(CC)

Copy to:-

All concerned

ANNEXURE ‘X’

The following are the salient features of e-Copying Software :

- 1) Online Application for obtaining “certified” or “e-authenticated” copies.
- 2) No requirement of registration for Advocate-on-record, as data already available is used.
- 3) Facility to register for Party in person.
- 4) E-Authenticated copies can be obtained by any valid user free of cost.
- 5) E-Authenticated copy embedded with QR Code will be digitally signed by authorized officer of the Copying Section.
- 6) When QR Code is scanned it will take the user to the copy available on the website of the Supreme Court for verification purposes.
- 7) Soft copy (e-authenticated copy) can be sent to the registered email of the valid user.
- 8) User can apply for “certified” hard copies through the very system. Once a case is selected, all the available documents will be shown to the user for selection.
- 9) If any copy is not available, in that case, the user can give details and Copying Section shall respond at the earliest possible time.
- 10) There is provision to make online payment for “certified” copies while placing online request.
- 11) User can save more than one address for receiving certified copies.
- 12) While entering address if user knows pin code, rest of the details are automatically filled in.
- 13) e-Copying system is integrated with Indian Postal Department as a result, the user can immediately pay for speed post. Both, payments for “certified” copies and postal charges can be paid by single transaction by online payment to Bharat Kosh.
- 14) e-Copying software also provides tracking feature.
- 15) At every stage of request, the user is notified by SMS and email in real time about the status and progress till delivery of certified copy.
- 16) Provision to receive the copy from the counter is also retained and can be selected by the user.

- 17) Introduced complete eGovernance in copying focusing on end user and giving full control and monitoring to the end user.
- 18) A 10 second step by step guide video, online/offline UID verification, identity verification introduced for verifying identity of the user wherever required as per rules.

*User instructions Manual is available on Supreme Court Website i.e. www.sci.gov.in in the tab of E-COPYING.