

SUPREME COURT OF INDIA
(ADMN. SECURITY BRANCH)

F.No.219/1/2024/SCA(S)

Date : 12.02.2025

CIRCULAR

This is to inform all concerned that in supersession of Circular dated 14.10.2022 (copy enclosed), the Competent Authority has been pleased to modify the provisions facilitating entry and exit of pedestrians from Gate No.1, Administrative Buildings Complex for mediation purpose, as per following guidelines:

1. Concerned Advocate shall email the details of clients who are appearing for mediation to the Mediation Centre at mediation.centre@sci.nic.in and after verifying the details of advocates, clients/relative & listing of case, the Mediation Centre shall forward the details to the Admn. Security Branch at sec.control@sci.nic.in for entry of such clients/relative which the Security Branch shall thereupon facilitate;
2. In cases of Parties-In-Person, he/she may be allowed to be accompanied by maximum of two number of relatives by following the procedure prescribed in (A) above of emailing the details to mediation.centre@sci.nic.in.

It may be noted that the above-mentioned guidelines shall be effective from 14th February, 2025.

Sd/-
(Subhash Negi)
Assistant Registrar (AS)

To,

1. The Hony. Secretary, SCBA.
2. The Hony. Secretary, SCAORA.
3. The DCP, Supreme Court Security.
4. The Deputy Registrar, Caretaking.
5. P.A. to Ld. Registrar, Supreme Court Mediation Centre.
6. All concerend.

SUPREME COURT OF INDIA

(ADMN. GENERAL BRANCH)

F.No. 219/Security Committee/2022/SCA (G)
Dated: 14th October, 2022

CIRCULAR

This is to inform all concerned that in supersession of earlier Circulars, the Competent Authority has been pleased to approve following provisions facilitating entry and exit of pedestrians and vehicles into the Additional Building Complex, Supreme Court of India with immediate effect:

Entry into Additional Building Complex:

Entry to Block 'D' and 'E' would be in the same way as in Low Security Zone of Main Campus, Supreme Court of India. Thus, client and any other person, will be allowed to enter from Gate No.3, Additional Building Complex after frisking only and baggage through X-ray scanner. However, entry to Block 'A', 'B', 'C' and 'F' will continue to be regulated as per present practice subject to exception of entry to Mediation Centre in 'B' Block mentioned in this Circular.

Entry of Lawyers' vehicles:

Similar to the Main Campus, lawyers' vehicles will be allowed from Gate No.3, Additional Building Complex based on valid SCBA Car parking sticker without insisting for Proximity Card or Photo Entry Pass or any other identity Card of the occupants. Facility of parking is provided in the basement no.1 and 2 of Block 'D' and 'E' and Parking attendants are also deployed to guide the vehicles for parking and exit. However, surface parking is prohibited to ensure smooth movement of vehicles.

Entry of clients:

The clients will be allowed from Gate No.3 with checking and frisking only and baggage through X-ray scanner, the way it is done in the Main Campus.

Entry of clients' vehicle(s):

The clients' cars will be allowed to drop the clients at the Gate No.3 and entry of client's vehicle is not allowed inside the premises, the way it is done in the Main Campus.

Entry of Labour with tools/material:

The existing practice followed in the Main Campus will be adopted in the Additional Building Complex as well i.e. the Advocate will seek prior permission for work in chamber by furnishing details of worker(s) alongwith ID cards and details of vehicle carrying the material/tools, etc. from the Admn. General Branch and after processing the same, Supreme Court Security will be directed to allow their entry from Gate No.3.

Entry to Mediation Centre:

Regarding entry to Mediation Centre, 'B' Block, ABC, the concerned Advocate would send an advance intimation about the parties coming for mediation on **sec.control@sci.nic.in** and upon receiving the intimation, the security personnel will allow the parties from Gate no.1 after frisking and checking their any Govt. issued ID card.

-sd/-
(Mahesh T. Patankar)
Additional Registrar (AG)

To,

1. The Hony. Secretary, SCBA.
2. The Hony. Secretary, SCAORA.
3. The Additional Registrar, Security.
4. The DCP, Supreme Court Security.
5. The Assistant Registrar, Caretaking.