

**SUPREME COURT OF INDIA**  
**(ADMN. GENL. SECTION)**

No. F. 219/Security/2007/SCA(Genl.)  
16<sup>th</sup> May, 2007

**CIRCULAR**

In view of the increased threat perception to the high profile buildings, and changed scenario concerning security of the Supreme Court Complex, Hon'ble the Chief Justice of India has been pleased to direct as under:

1. Henceforth only vehicles having approved parking stickers of the current year issued by the Supreme Court Bar Association and countersigned by the Registry of the Supreme Court of India or the Parking Stickers issued by the Supreme Court Registry will be allowed to enter the premises of Supreme Court. The parking sticker shall be prominently displayed on the vehicle and shall contain the registration number of the vehicle.
2. In case the person obtaining parking sticker replaces his/her vehicle during the year he/she will have to obtain a new parking sticker of current year for the new vehicle after depositing the mutilated parking sticker of the old vehicle with Supreme Court Bar Association. A parking sticker shall not be transferable and can be used only in respect of the vehicle for which it is issued.

3. Inverted mirror will invariably be used by the security personnel for thorough checking of vehicles at the time of entry into the Supreme Court premises.
4. Advocates in robes or otherwise, registered/authorised clerks of advocates, employees of Supreme Court and employees of the other offices functioning in the Supreme Court premises must display or show their Identity Card or a visitors' pass issued by the Supreme Court Registry to gain entry into the High Security Zone. All others will have to obtain visitors' pass issued by Supreme Court Registry, for entry into the High Security Zone of the Supreme Court Premises upon proper identification.
5. All persons, other than Advocates in robes and displaying or showing his/her Identity Card, will be subjected to search and frisking by the security personnel at the point of entry into the High Security Zone.
6. Barring open files/briefs being carried by an advocate displaying or showing his/her Identity Card, all bundles/brief cases/bags/files books etc. being carried by any one will have to be scanned by the X-Ray Machine for entry into the High Security Zone.
7. The D.C.P., Supreme Court Security shall ensure that all the X-Ray Machines and Door Frame Metal Detectors (DFMDs) are always in proper working condition.

8. Cameras and Mobile Phones shall not be brought inside the Court rooms.

Guideline No.1 shall come into force from July 9, 2007 whereas other guidelines shall come into force from 21<sup>st</sup> May 2007.

Sd/-

( R.C. Gandhi )  
Registrar ( Admn. J. )

Copy for information and compliance to:

1. The President, Supreme Court Bar Association, with a request that this may be displayed on the Notice Board of the Bar Association. -( 5 copies)
2. The President, Advocates-on-Record Association, with a request that this may be displayed on the Notice Board of the Association. -( 5 copies)
3. The Additional Secretary, Central Agency Section, Ministry of Law and Justice, Supreme Court Compound, New Delhi.
4. The Hony. Secretary, Supreme Court Legal Aid Society, 109, Lawyers' Chambers, Post Office Wing, Supreme Court Compound, New Delhi.
5. The D.C.P., Supreme Court Security, Supreme Court Compound, New Delhi.
6. All concerned.
7. Notice Boards.

SUPREME COURT OF INDIA  
(ADMN. GENL. SECTION)

NO.F.219/Security/2007/SCA(Genl.)  
6<sup>th</sup> December, 2007

CIRCULAR

In continuation of this Office Circular dated 18<sup>th</sup> May, 2007, Hon'ble the Chief Justice of India has been pleased to direct further that the following practice be adopted for issue of visitors' passes to the persons entering Supreme Court High Security Zone and the Courts:

1. No person (including an advocate) will be issued visitor's pass without verifying his/her identity and address from his/her Driving Licence/Identity Card/Voter's Card or any other authentic document(s). A photocopy of the proof of address and proof of identity shall be retained by the Reception Counter and kept in record for atleast 3 months.
2. Persons visiting Registry on behalf of any firm/company/association/office/Department must carry an authority letter besides proof of his/her identity and address.
3. No vehicle without valid Car Parking Sticker issued by the Supreme Court Registry/ Supreme Court Bar Association will be allowed to enter into Supreme Court premises without written permission from the concerned Officer of the Supreme Court Registry.

These directions come into force with immediate effect.

  
6/12/07

(Subhash Malik)  
Registrar (Admn.J)

SUPREME COURT OF INDIA  
(ADMN. GENL. SECTION)

NO.F.219/Security/2007/SCA(Genl.)  
7<sup>th</sup> December, 2007

CIRCULAR

Vide Order dated 7<sup>th</sup> December, 2007 Hon'ble the Chief Justice of India has been pleased to direct that the entry of Advocates and visitors to the Chambers of the Hon'ble Judges will be regulated in the following manner:-

1. All Advocates should display or show their Identity Cards to gain entry into the Judges' corridors.
2. If any matter is to be heard in the Chamber of an Hon'ble Judge, the concerned Court Master should give a written intimation in this regard to the Joint Registrar (Security) so that the concerned Advocate may be permitted access to the Chamber of the Hon'ble Judge. A party or clerk, if accompanying the Advocate will also show his proof of identity to the security staff.
3. If Hon'ble the Chief Justice of India or any Hon'ble Judge gives appointment to an Advocate or some other person to call on His Lordship in the Chamber, AR-cum-PPS to Hon'ble the Chief Justice of India/AR-cum-PS to Hon'ble Judge will inform Joint Registrar (Security), who will facilitate the entry of the visitor in Judges' corridor.

If an Advocate or some other person wishes to call on Hon'ble the Chief Justice of India or any Hon'ble Judge in Chamber, without prior appointment, he shall contact Joint Registrar (Security), who will facilitate the entry of the visitor in the Judges' corridor after seeking permission of Hon'ble the Chief Justice of India or the Hon'ble Judge, as the case may be.

4. No staff member of the Registry or of any agency will be allowed to enter the Judges' corridors unless required in connection with his official duties.

5. All staff members of the Registry as well as police personnel will display their identity Cards and if anyone is found violating the same, disciplinary action will be initiated/recommended against him.
6. D.C.P., Supreme Court Security will instruct the police personnel manning the entry gates to the Judges' corridors as well as both the porches to ensure that no unauthorized person enters the Judges' corridors.

These directions come into force with immediate effect.

Sd/- 7/12/07  
( Subhash Malik )  
Registrar ( Admn. J. )

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2. The President, Advocates-on-Record Association, with a request that this may be displayed on the Notice Board of the Association. -( 5 copies)
3. The Additional Secretary, Central Agency Section,  
Ministry of Law and Justice, Supreme Court Compound,  
New Delhi.
4. The Hony. Secretary, Supreme Court Legal Aid Society,  
109, Lawyers' Chambers, Post Office Wing,  
Supreme Court Compound, New Delhi.
5. The D.C.P., Supreme Court Security,  
Supreme Court Compound,  
New Delhi.
6. Joint Registrar (Security), Supreme Court.
7. All concerned.
8. Notice Boards.

**SUPREME COURT OF INDIA**  
**( Admn. General Branch )**

F.No. 219/2008/Security/SCA (Gen.)

3rd August, 2008

**C I R C U L A R**

In continuation of this Registry's Circular dated 18.5.2007 and subsequent Circulars on the subject, and in view of the increased threat perception to the high profile buildings and the present scenario concerning security of the Supreme Court Complex, Hon'ble the Chief Justice of India after discussion with the Office-bearers of the Supreme Court Bar Association and Supreme Court Advocates-on-Record Association, has been pleased to direct as under:

1. The Identity Cards of all including Advocates, whether in robes or otherwise, will be checked at the entry point to the High Security Zone.
2. Briefs, case files, books and documents being carried by anyone including Advocates or their Clerks will be subjected to x-ray screening.
3. All Pedestrians and Cyclists (except Advocates displaying or showing I-Cards, staff members of the Registry and Offices situated in Supreme Court building displaying I-Cards, Clerks displaying I-Cards issued by the Supreme Court Registry and the workers of the SCBA Canteen etc. and employees of SCBA showing or displaying the I-Cards) will be subjected to frisking at the main gates.
4. All (except Advocates displaying or showing I-Cards, staff members of the Registry and Offices situated in Supreme Court building displaying I-Cards, Clerks displaying I-Cards issued by the Supreme Court Registry) will be subject to frisking before they enter High Security Zone.

5. At present, employees of SCBA and staff of Advocates' canteen are being allowed entry in High Security Zone on the basis of Identity Cards issued to them by SCBA. The Registry will issue photo Entry Passes to them and thereafter they will be allowed entry in High Security Zone only after checking of such Passes.

The Advocates and all others concerned are requested to cooperate in implementation of these directions.

  
( Subhash Malik )  
Registrar ( A.G. )

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5. The Hony. Secretary, Supreme Court Legal Services Committee, 109, Lawyers' Chambers, Post Office Wing, Supreme Court Compound, New Delhi.
6. All concerned.
7. All Notice Boards.