



भारत सरकार
Government of India

वित्त मन्त्रालय
Ministry of Finance

प्रतिभूति अपीलीय न्यायधिकरण
Securities Appellate Tribunal

अरनेस्ट हाऊस, 14वाँ तल, नरिमन पॉइंट, मुंबई - 400 021
Earnest House, 14th Floor, Nariman Point, Mumbai - 400 021
Tel.: 022-22021520 Fax : 022-22021341

Ref.No.SAT/Admn./2020-21/1347

Date:- 02-07-2020

CIRCULAR


Subject:- Procedure for physical filing of matters in SAT.

.....

1. Physical filing of appeals, replies, rejoinders and applications, etc i.e., paper-based filings, will be accepted by the Tribunal w.e.f. 6th July, 2020. This is a temporary facility which will operate in the context of the Corona-19 pandemic and will continue until further notice and may be revised or modified by the Tribunal from time to time.
2. Filing timings would be between 11 a.m. and 2 p.m.
3. All filings will be done only by prior appointments.
4. Appointments are to be booked in advance through email at registrar-sat@nic.in or by contacting Mr. Ambarish Aigal, Assistant (J) on his email id – ambarish.aigal@gov.in
5. Confirmation of the appointment will be emailed or sent on SMS.
6. The person filing is required to come to the Tribunal at the appointed hour and in case the appointment is missed, he will be required to apply for a fresh appointment. Every visitor to the Tribunal's premises is expected to adhere to all requisite and applicable precautions including wearing of a face mask and maintaining physical distance from others.

27/07-2020

7. All matters duly filed by the appellants/respondents or by the Advocates concerned should be duly affirmed and notarized with proper court fee. Only then it would be accepted as per the regular practice of lodging prior to the lockdown.
8. This arrangement of physical filing shall be in addition to the facility of electronic filing for urgent hearing of matters through video conference as per the Standard Operating Procedure adopted for electronic hearing on 28/4/2020 and Notifications dated 8/5/2020 & 2/6/2020.
9. Any Advocate/party seeking to have the matter listed for urgent hearing shall first file the matter by email in a soft copy as per the special procedure already notified on the official website and thereafter physically file the matter in the Registry in terms of this Circular.
10. All filings made in hard copy / physical form may be sprayed with disinfectants and will be kept separately in a box for at least 24 hours.
11. The Registry will thereafter take up the matter for scrutiny and lodging/filing numbers shall be given as per the regular procedure.
12. Lodging Numbers will be communicated by SMS or through email only.
13. No Advocate/party in person/Advocate's clerks would be permitted to enter the Tribunal's premises for the purpose of filing any matter without the appointment having been confirmed by the Registry.
14. The aforesaid special arrangement will continue until further notice.
15. This issues with the approval of the Hon'ble Presiding Officer.


2-07-2020.
Registrar
Securities Appellate Tribunal

Date: 02/07/2020.