

**HIGH COURT AT CALCUTTA**  
**NOTIFICATION**

**No. 5691-RG**

**Dated : 8<sup>th</sup> August, 2025**

In terms of the direction of the **Hon'ble The Chief Justice** dated 06.08.2025, it is hereby notified that following modification in the process of scanning of petitions/application/annexure and uploading the same to the online electronic filing (e-Filing) portal of the High Court Calcutta is to be implemented w.e.f 8.08.2025. These will be applicable for both The Appellate Side and Original Side Establishments of this Court.

- 1) The practice of scanning of petitions/applications/annexure required for e-Filing will be discontinued through e-Filing Counter with immediate effect, except in extreme emergent situation as decided by the concerned authority of the Hon'ble Court.
- 2) It is desirable that the Learned Advocates or litigants upload the entire petitions/applications/annexure to the e-Filing portal of the High Court, Calcutta. If Learned Advocates or litigants are unable to upload the entire petitions/applications/annexure in to the e-filing portal, they may approach the e-Filing help desk counter for necessary help along with the scanned soft copy of the entire petitions/applications/annexure by sending the same either to the designated e-mail I.D. of the e-Filing or in a pen drive. The pen drive, if produced, must be scanned for any virus/malware.

By Order of the Hon'ble the Chief Justice

Sd/-

**Registrar General**