

CHAPTER X

FULL BENCH MATTERS

50. Preparation and filing of paper books on reference to the Full Bench – When Division Bench of the Tribunal makes an order referring the case/issues to a Full Bench, the applicant or such other party, as the bench directs shall furnish in Paper Book form duly indexed and continuously paginated three/five sets (depending upon the number of members of the Full Bench) for the use of the Bench and one set to each of the parties/or their legal practitioner on the other side, within two weeks or such other time as the Bench may direct, arranging the papers in the following orders :-

- (i) Index Page No.
- (ii) Written chronology of events/orders relevant to the case.
- (iii) Order of Reference
- (iv) Memo of Parties
- (v) Application/Petition
- (vi) Annexures to the application/petition
- (vii) Reply by each respondent in the order of their ranking
- (viii) Annexures at the end of reply of each respondent
- (ix) Rejoinder, if any
- (x) Annexures to Rejoinder, if any
- (xi) Other relevant papers with description and date:

Provided that if the same Legal Practitioner appears for more than one party, only one set of Paper Book need be furnished to him.

51. Circulation of order of Reference to other Benches - The Registrar of the referring Bench shall send a copy of the order of reference to all the other Benches of the Tribunal for information.

52. Seeking orders of Chairman for constitution of Full Bench and fixing date of hearing – The Registrar of the Referring Bench shall forward a copy of the Order of Reference to the Registrar of the Principal Bench for securing orders of the Chairman for constitution of the Full Bench and fixing the date of hearing.

53. Conveyance of the orders of the Chairman – The Registrar of the Principal Bench shall, on receipt of the request as aforesaid obtain the orders of the Chairman and convey the same to the Registrar of the Referring Bench.

54. Notification regarding Full Bench hearing – The Registrar of the Referring Bench shall, immediately on receipt of orders of the Chairman notify the parties/legal practitioners the date of hearing of the case by the Full Bench.

55. Circulation of Full Bench decision/opinion – The Registrar of the Referring Bench shall circulate the opinion/decision rendered by the Full Bench to all other Benches of the Tribunal.

CHAPTER XI

INSPECTION OF RECORDS

56. Grant of Inspection – Inspection of records of a pending or decided case before the Tribunal shall be allowed only under the orders of the Registrar.

57. Application for grant of inspection – (a) Application for inspection of records as provided under sub-rule (1)1 or sub-rule(2) of rule 23 of the Procedure Rules, shall be in Form No. 10 and presented at the filing counter of the Registry between 10 a.m. and 3 p.m. on any working day two days before the date on which inspection is sought, unless otherwise permitted by the Registrar.

(b) The Judicial Branch of the Registry shall submit the application with its remarks before the Registrar, who shall on consideration of the same pass appropriate orders.

(c) Inspection of records of a pending case shall not ordinarily be permitted on the date fixed for hearing of the case or on the preceding day.

58. Fee payable for Inspection - (a) No fee shall be charged for inspection of records of a pending case by a party to the case or his legal practitioner.

(b) A fee of Rs.5 shall be payable by way of DD/IPO drawn in favour of the Registrar on any application for inspection of records of a decided case by a party to the case or his Legal Practitioner.

(c) A fee of Rs.5 shall be payable by way of DD/IPO drawn in favour of the Registrar on any application for inspection of records of a pending or decided case by a person other than a party to the case.

59. Mode of Inspection – (a) On grant of application for inspection of the records, the Section Officer in-charge of the Judicial Branch shall arrange to procedure the records of the case and allow inspection of such records on the date and time fixed by the Registrar between 10 a.m. and 12.30 p.m. and between 2.30 p.m. and 4.30 p.m. in the presence of an officer authorized in that behalf.

(b) The person inspecting the records shall not in any manner cause dislocation, mutilation, tampering or damage to the records in the course of inspection.

(c) The person inspecting the records shall not make any marking on any record or paper so inspected. Copying, if any, of the documents/records inspected may be done only in pencil.

(d) The officer supervising the inspection may at any time prohibit further inspection, if in his opinion any of the records are likely to be damaged in the process of inspection or the person inspecting the records has violated or attempted to violate the provisions of these Rules and shall immediately make a report about the matter to the Registrar and seek further orders of the Registrar. Note about the same shall be made in column (8) of the Inspection Register.

60. Maintenance of Register of Inspection – The Section Officer in-charge of the Judicial Branch shall cause to maintain a Register in Form No. 8 for the purpose of inspection of documents/records and shall obtain therein the signature of the person making such inspection.