E-Gate Pass

➢ E-Gate Pass can be generated by Learned Sr. Advocates, Advocates (for self and litigants) and Parties-in-person.
➢ For generating E-Gate Pass, first of all, Learned Sr. Advocates, Advocates and Parties-in-Person will register themselves by clicking on Register on right top corner of E-gate Pass Portal.
➢ Click on Register, enter the required details and generate OTP which will be sent on the registered Mobile Number of Learned Sr. Advocate/Advocate.
➢ Learned Sr. Advocates/Advocates may check their mobile number registered in High Court database through utility available on website itself and if any correction/updation is required, email may be sent on dedicated email addresses as shown on the website.
➢ After entering OTP sent on registered mobile number, fill up basic details and registration for Learned Sr. Advocates/Advocates will be complete. Thereafter, login by using the enrollment number (for example – R1232019) and E-Pass may be generated by entering the details of listed case.
➢ Process for Parties-in-person is given below.

During the process of generating the E-pass, all relevant conditions and other information is available at respective places. For quick reference, the modalities for generation of gate pass are given below:-

I. Sr. Advocates
   i. The programme will permit E-pass for Sr. Advocates, for any case which is listed in cause list.

II. Advocates
   i. The programme will permit E-pass only for those Advocates whose cases are listed in cause list and their enrollment numbers are in High Court database of the listed case.
   ii. For Petitioner(s) – E-pass, maximum for two Advocates in each case.
   iii. For Respondent(s) – One E-pass for each respondent’s advocate in each case.
   iv. If one advocate has more than one case, E-pass generated for any case will be sufficient for all the cases.
III. Litigants

i. No separate login for litigants.

ii. Advocates will use their own login for E-Pass of litigants.

iii. For Petitioners, maximum one E-Pass in each case may be generated irrespective of number of advocates and number of litigants.

iv. For Respondents, each Advocate may generate only one pass irrespective of number of parties, he is representing.

v. For litigant E-Pass, list of litigants of particular advocate will be shown in drop down and name of the litigant for whom pass is required, may be selected.

IV. Party-in-Person

i. Party in person will online apply for registration.

ii. At the time of registration, the party-in-person will give number of his Photo Identity Card which will be shown by him at the time of entry. He will also upload his photograph.

iii. High Court official will verify and approve the registration.

iv. After verification and registration, party-in-person may generate pass for his case listed in cause list.

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