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File No.10/71/2016-NCLAT

NATIONAL COMPANY LAW APPELLATE TRIBUNAL

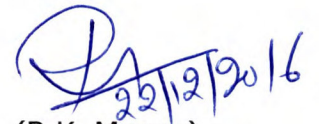
3rd Floor,
Pt. Deen Dayal Antyodaya Bhawan,
CGO Complex, Lodhi Road,
New Delhi-110003
Dated: 22.12.2016

Office Memorandum

Subject: Minutes of the meeting held on 20.12.2016 at 3.30 p.m. in the Chamber of Hon'ble Chairperson, NCLAT to finalise the issues regarding issue of Entry Pass to the Visitors visiting NCLAT.

The undersigned is directed to enclose a copy of the minutes of the meeting held on 20.12.2016 at 3.30 p.m. in the chamber of Hon'ble Chairperson, NCLAT to finalise the issues regarding issue of Entry Pass to the Visitors visiting NCLAT for information and necessary action.

Encl.: 1) Copy of Minutes
2) Format of Application Form for Entry Pass.


22/12/2016
(R.K. Meena)
Registrar

To:

Recd
new
22/12

- i) Shri Gyaneshwar Kumar Singh, Joint Secretary, Ministry of Corporate Affairs
- ii) Shri Navneet Chouhan, Director, Ministry of Corporate Affairs
- iii) Shri Dushyant Singh, C.S.O., Ministry of Home Affairs

Copy to:

P.S. to Hon'ble Chairperson, NCLAT

9.

Minutes of the meeting held on 20.12.2016 at 3.30 p.m. in the Chamber of Hon'ble Chairperson, NCLAT to finalise the issues regarding issue of Entry Pass to the Visitors visiting NCLAT.

A meeting was held on 20.12.2016 at 3.30 p.m. in the chamber of Hon'ble Chairperson, NCLAT to finalise the issues regarding issue of Entry Pass to the Visitors visiting NCLAT, chaired by the Chairperson, NCLAT in which the following persons were also present:

- i) Shri Gyaneshwar Kumar Singh, Joint Secretary, Ministry of Corporate Affairs
- ii) Shri Navneet Chouhan, Director, Ministry of Corporate Affairs
- iii) Shri R.K. Meena, Registrar, NCLAT
- iv) Shri P.K. Malhotra, Consultant, NCLAT
- v) Shri Dushyant Singh, C.S.O., Ministry of Home Affairs

In the said meeting the following decisions were taken:

- 1) On the recommendation of the NCLAT, Permanent Entry Pass will be issued by M.H.A. to the Advocate(s), CA(s), CS(s) & their Registered Clerk(s).
- 2) Cause List in respect of cases fixed for the next day will be sent one-day advance in the evening by NCLAT to the Reception Officer for issue of the passes to the litigants.
- 3) All other visitors shall report to the NCLAT counter in the Reception Office (ground floor) along with application form, duly filled and signed (format of application form, approved in the meeting, is annexed) by advocate or staff of the NCLAT
- 4) The Reception Officer/Staff shall also issue Entry Passes to persons on the recommendation of the NCLAT Officials.
- 5) NCLAT will provide one Inter-Com Telephone at the NCLAT Counter in the Reception Office (ground floor).
- 6) The next Review Meeting will be held in the first week of January, 2017.

The Meeting ended with a vote of thanks to the Chair.