

**HIGH COURT OF PUNJAB AND HARYANA AT
CHANDIGARH NEW OBJECTIONS CHECK LIST OF
CRIMINAL CASES**

Objection Code	Objection Description
1.	Show the competency of person, who has filed the present appeal/petition/review/revision/application etc.
2.	Correct provision of law should be mentioned in the appeal/petition/revision/application etc.
3.	<p>(a) As to how the present application/petition/appeal/revision is maintainable in the present form in this Hon'ble Court?</p> <p>(b) How the present Petition is within competent jurisdiction of this Hon'ble Court?</p>
4.	<p>(a) An affidavit duly attested with correct age/parentage/particulars of deponent in support of appeal/petition/ application/review/revision should be filed.</p> <p>(b) Handwritten insertions/corrections made in Application/Appeal/ Revision/Petition are not permissible and same should be fairly typed/ printed or duly signed bald. Counsel/Party.</p> <p>(c) Corrections/insertions made in Affidavit(s) should be duly attested again together with signature of deponent and the attesting Authority or fresh affidavit should be filed.</p>
5.	<p>(a) Each page of affidavit should be signed by the deponent for certification of facts, a certificate regarding the contents of affidavit which have been read over to the deponent in his regional language by the attesting authority.</p> <p>(b) Identification seal in the affidavit(s) should be verified/signed with legible and complete name.</p>
6.	State case is required to be represented by the authorized person.
7.	Required numbers of paperbooks should be filed and the same should be in order and duly indexed.
8.	Authorization/resolution etc. should be filed in case of registered body.
9.	General power of Attorney/Special power of Attorney duly pagemarked and indexed should be filed.
10.	General power of Attorney/Special power of Attorney and other documents attached with the case, executed abroad should be duly
11.	Correct and complete certified copy of Annexure(s) should be filed.
12.	Title of the petition/revision/review/application, index etc. should be same as per Memo of Parties.
13.	<p>(a) Prescribed court fee should be affixed in the appeal/petition/ revision/review/cross-objection/application etc?</p> <p>(b) Court Fee stamps should be affixed on separate page and be pagemarked and be mentioned in Index.</p> <p>(c) Advocates Welfare Fund Stamp be affixed on POA.</p>
14.	Certificate of non-availability of stamp paper may be obtained from stamp vendor.
15.	Court fee stamps affixed should be in the name of applicant.
16.	Memo of parties should be filed on a separate page.
17.	Serial nos. (given to petitioners/respondents) should be correctly mentioned in Memo of Party(ies)/POA/Vakalatnama/Appeal/Revision/ Petition/Application.
18.	<p>(a) Complete address with parentage should be mentioned in the memo of parties.</p> <p>(aa) In the Protection matter filed by Run Away Couples, complete permanent address of the petitioners be also mentioned.</p> <p>(b) Age of the litigant(s) be mentioned in MOP.</p> <p>(c) Name of the natural/legal guardian who represents the minor(s) appellant(s)/ petitioner(s)/respondent(s) should be</p>

	(d)	Specifically mentioned in MOP/POA/PaperBook. Name of the authorized signatory whore presents the Company/Firm/Gram Panchayat/Legal Person etc. Should Be specifically mentioned in the MOP/POA/Paperbook.
19.		Memo of parties should correspond according to impugned judgment/order.
20.		Correct nomenclature of the case should be given.
21.		Memo of parties should be signed by the Learned Counsel/Parties.
22.		Urgent form should be filed wherever necessary.
23.		An affidavit in support of Appeal/Revision/Petition/Application should be filed.
24.	(a) (b)	Complete and correct pagemarking with black/bluepen/typed at the top right corner should be done. Para Nos. be correctly mentioned in the grounds of Appeal/ Revision/Petition/Application/Reply/Written Statement etc.
25.		Ground should be duly verified and signed by the Learned Counsel/Parties.
26.		Law points should be formulated with the brief synopsis.
27.		Impugned orders/annexure etc. should be correctly mentioned with dates in the paper-book, head note, prayer clause.
28.	(a) (b)	Headnote and prayer Clause complete in all respects should be filed. Headnote and prayer clause of the Petition/ Appeal/Revision/ Application etc. should be specific and same.
29.		Complete name of Learned Counsel and Parties be mentioned against his/her Signature in wholepaper book.
30.		Duly verified and correctly typed copy of annexure(s)should be filed. 30 (A) (1) Where the self attested true typed copy of pictorial and/or photograph is being annexed with any case or application as an Annexure, the self attested photocopy of the original documents be also annexed.
31.	(a) (b) (c)	Complete Vernacular as well as complete translation of the annexure(s) should be filed. Complete Photostat copies of all the documents with back side page(s), like Sale Deed/Agreement to Sell/GPA etc. where upon something is in scribed or stamp etc. is affixed should also be filed on separate page. Each document should be pagemarked and mentioned in the Index Accordingly including vernacular copies and certified copies.
32.	(a) (b) (c)	Every pleading(s)including application(s),annexure(s) etc. in the High Court shall be in English language duly typed in black ink on both side of superior quality legal size paper of 80 GSM and above. The font shall be Thorndale or Times New Roman in size 14 with double space. Margins on the top and bottom of the page shall be 1.25 inches and 0.75 inch, respectively. The left side and right side margins shall be 1.25 inches. The numbering shall be at the top middle of each page and will run through both sides of the page, in accordance with rule 2(a) Chapter-1, PartA(a) High Court Rules and Orders Volume-V. The certified copy(ies) on both sides of pages shall be permitted to be filed. However, the certified copy(ies)/photocopy(ies)dim printed/not legible shall also be filed with legible printed/typed copy of Annexure (s)/Judgment(s)/Order(s). Index/Application/Appeal/Revision/Petition should be fairly typed and should not be dim printed or illegible.
33.	(a) (b)	Vakalatnama/Power of Attorney should be duly signed with dateby the parties, accepted and properly identified by the Learned Counsel(s). In case, signature(s) of Petitioner(s)/ Appellant(s)/Respondent(s)/ Applicant is/are obtained on backside of Power of Attorney, then it should be signed and accepted by Ld. Counsel(s).

34.	(a) Power of Attorney should be duly filled in with enrolment no., address and contact number of the Advocate, with e-mail address. (b) Correct Serial Numbers and names in capital letters in English Language should be mentioned against the signatures of parties in Power of Attorney /Vakalatnama. (c) Name of the Ld. Govt. Pleader should be mentioned with full name and signatures.
35.	(a) Index should be properly prepared and duly filled in all columns i.e. serial nos. particulars, date, page no. And court fee etc. (b) A typed/printed note/certificate that 'Contents of Hard Copy and Soft Copy are same' should be mentioned in the Index. (c) Following note be given at the bottom of the index in all cases relating to MP/MLAs: "Whether any sitting/former MP/MLA is involved in the case or not? Yes/No"
36.	Index should be signed by the advocate(s)/parties with enrolment no. and contact number.
37.	Instructions regarding scrutinizing/filing available on website of this Hon'ble High Court should be complied with.
38.	An application for seeking exemption alongwith affidavit from filing the certified copy of impugned award/order should be filed as the same are not forthcoming.
39.	(a) An advance copy of misc. application along with documents i.e. written statement / reply etc. should be supplied to all the opposite party(ies)/counsels and acknowledgement of the same be affixed on the Index with complete legible name. (b) In case Notice of Motion has been issued, and no counsel has appeared yet, advance copy should be supplied to opposite party(ies) through Registered Post. Also affix original receipt of Regd. Post etc. (c) Name, age and parentage of the Person/Employee/Authorized Signatory with designation in case of Govt. Servant, should be Mentioned in the Reply/Written Statement/Application etc., who files The Reply/Written Statement/Application etc.
40.	(a) Opening sheet should be filed. (b) Opening sheet should be duly filled in all respects.
41.	As to how this appeal/petition/revision/application is within limitation?
42.	No. of delay days should be correctly mentioned in the application for condonation of delay in filing of Appeal/Revision.
43.	An application alongwith affidavit for condoning of delay should be filed as The Appeal/Revision is time barred.
44.	Paper book of Appeal/Revision/Misc. application should be arranged properly in the following manner:- (i) Crl. Misc. Application, if any (ii) Grounds of Revision/Revision Petition (iii) Affidavit in support of Revision Petition (iv) Memo of Parties (v) Judgment of Ld. Appellate Court. (vi) Grounds of Appeal filed before Ld. Appellate Court. (vii) Judgment of Ld. Trial Court (viii) Annexure, if any.
45.	C.B.I. should be arrayed as party being C.B.I. case.
46.	Copy of order/judgment of Trial Court and Appellate Court should be filed by complainant in acquittal case in Appeal/Revision.
47.	An advance copy should be supplied to the office of Advocate General in application under section 378(4) of Cr.P.C and its acknowledgement should Be attached.
48.	Criminal Revision alongwith affidavit should be filed in terms of Rule3 Chapter 1A(b) High Court Rules and Orders Volume V.

49.	The requisite documents should be filed in the compromised FIR quashing petition i.e. (a) affidavit regarding proclaimed offender (b) proof of identity of complainant i.e. photo/I.D.etc.(c) all information i.e. all accused involved in the FIR has been impleaded, or a specific reason for not impleading any co-accused(d) impleading of all injured or otherwise no other person are left to be impleaded as party whose rights are likely to be prejudiced be given.
50.	(a) An advance copy of bail application/petition should be supplied to the office of Advocate General and its acknowledgement should be attached. (b) Advance copy of the Revision Petition filed by the juvenile for bail be supplied to the State concerned.
51.	An advance copy of transfer application/petition should be supplied to the office of Advocate General and its acknowledgement should be attached.
52.	Note regarding no such or similar case earlier filed or pending in any Court of Law should be given in the application/ petition/ appeal/ revision. (a) "No such or similar petition was filed before the Court of Session or any other Court at the time of filling the petition (and if such petition was earlier decided, to furnish details of such petitions)"
53.	Particulars of FIR/Complaint i.e. Number, Date, Section(s), Police Station and District in Head Note and Prayer Clause should be given and should be tally with FIR/Complaint
54.	Consent of Ld. Advocate General should be obtained in Criminal Contempt case.
55.	Note regarding any other connected/similar case is pending or decided should be given below index.
56.	Head note in the petition filed u/s 438,439 and application filed u/s 389 and 397 of Cr.P.C. should be specific regarding 1st, 2 nd , 3 rd or so Petition /Application and status thereof.
57.	Paperbook should be complete as per the Index.
58.	FIR/Complaint particulars should be same in the head note/prayer clause/impugned order or any other relevant place in the paper book.
59.	Impugned Order filed in the Petition u/s 482 of Cr.P.C. should be marked as Annexure.
60.	In Criminal Appeal and Criminal Revision impugned order/judgment should not be marked as Annexure.
61.	Every impugned order should be complete qua name of the Ld. Court, Party names, FIR/Complaint Particulars, Police Station etc.
62.	The present case is totally incomplete, i.e. without Court Fee, Petition, Affidavit, Annexure(s) and POA/Vakalatnama etc.
63.	How the recalling/review is maintainable under the provisions of Cr.P.C?
64.	Process fee of Rs.50/- in Regular Bail Petition(s) as well as Revision filed By the juvenile for bail and Rs.25/- in application u/s 389 and 397 Cr.P.C. be filed.
65.	Instructions regarding Bail matters and NDPS Act be complied with:- (a) Whether the Petitioner is/was accused in any other case(s) registered against him anywhere in India? In case it is so, update status of the proceedings in the case(s). (b) If the Petitioner is on bail in any case(s) pending against him or sentence awarded to him in any other case(s) has been suspended specific mention is required to be made. (c) Number and title of any other pending case(s) against the Petitioner in the Court where such a case/petition is moved, should be mentioned. (d) Whether he has ever been declared proclaimed offender in any case or not? "Even if there is default, let it be placed before the Bench by highlighting the objection."
66.	Details of all the cases registered against the Accused/Applicant(s)/Appellant(s)/Petitioner(s) and status thereof should be mentioned while filing the Appeal/Petition/Revision.

67.	Against the order of Family Court passed u/s 125Cr.P.C, the nomenclature be written as CRR(F).
68.	In Criminal Misc. Application filed for suspension of sentence, the following details should be furnished:- <ul style="list-style-type: none"> (a) Total period of sentence awarded. (b) Under which Section conviction and sentence has been awarded. (c) How much period, the applicant has already undergone on the date of filing of the application.
69.	In the cases filed by the run-away couple for protection, the following information should be mentioned:- <ul style="list-style-type: none"> (a) Whether they are earlier married or not before filing the present protection petition? (b) If the petitioners are earlier married prior to filing of the protection petition, they should bring the factum that it has been dissolved by a lawful decree. (c) Where representations to the authorities concerned have been made and annexed with the petitions; the postal or courier receipt etc. be annexed with the petition. However, if the representation has been made by hand to the authorities concerned and averment to that effect has been made in the petition, the acknowledgement receipt of the representation so made (if available), should also form the part of the petition.
70.	Specific application for grant of leave to appeal should be filed u/s 372 of Cr.P.C. in terms of Section 378(3)Cr.P.C. in an appeal filed against acquittal In FIR case.
71.	Complainant should be made a Party in the complaint case, and State concerned should be made a party in FIR case.
72.	Certified copy of judgment is required to be filed in an appeal which is filed against conviction/sentence.
73.	<ul style="list-style-type: none"> (a) Visible photographs of the Petitioner should be annexed. (b) Aadhaar Card(s) of the Petitioner(s) may also be furnished. (c) At the time of filing of petitions seeking direction for protection of life and liberty, the still photographs in color along with the CCTV footage/pen drive, if that is being filed upon in the pleadings.
74.	Address of Local Counsel with contact number be mentioned in POA/Vakalatnama, in case of outsider counsel(s).
99.	ANYOTHEROBJECTION(s)(HANDWRITTEN)