

GOVERNMENT OF INDIA  
TELECOM DISPUTES SETTLEMENT & APPELLATE TRIBUNAL

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No. Misc.1/2005/Judicial

Dated: 29<sup>th</sup> November, 2017

NOTICE

The Competent Authority in TDSAT has directed to insert a Policy for Retention of Judicial Records as a new Chapter-B below Procedure 25 (Chapter A) of the TDSAT Procedures, 2005 through Amendment 4 of 2017 to the said Procedures. The Amendment 4 of 2017 to the TDSAT Procedures, 2005 is uploaded on the website of TDSAT on 29.11.2017.

  
(Rajesh Pant)  
Desk Officer

Encl.: Copy of Amendment 4 of 2017

**TELECOM DISPUTES SETTLEMENT AND APPELLATE TRIBUNAL  
PROCEDURES 2005**

In exercise of the powers conferred by section 16(1) of the Telecom Regulatory Authority of India Act, 1997 (as amended) and in amendment of Telecom Disputes Settlement and Appellate Tribunal Procedures, 2005, the Telecom Disputes Settlement and Appellate Tribunal directs that below Procedure 25 (Chapter A), a new chapter-B be inserted, which reads as under:-

**Chapter-B**

**POLICY FOR RETENTION OF JUDICIAL RECORDS**

- (I) Out of a total of 1+3 complete folders of a case i.e Petition, Appeal, Reply, Rejoinder, M.A. & E.A., which are maintained during the currency of a case, we may retain only the original folder and weed out others, after one year from the date of final judgment.
- (II) After three years from the final judgment, the Judgment/final order in Main Petition as well as in Execution Applications be retained in original hard copy as well as in digital form. All other papers be weeded out after preserving the following in digitized form:
  1. Memo of Parties
  2. Main Petition with reply
  3. Rejoinder
- (III) The weeding out followed by destruction/disposal of weeded out papers has to be a regular exercise, to be carried out every year periodically, preferably during the vacations, under the supervision of the designated officer. Digitization will also be similarly supervised and shall be a regular and continuous process under the supervision of designated officer.
- (IV) In case, however any appeal remains pending before the Supreme Court or any challenge to an order passed by the Tribunal remains pending before any High Court, the full record in the Original folder of the case shall continue to be maintained until the disposal of the appeal/writ Petition etc., provided, authentic information as to pendency of appeal/writ petition is furnished in time by the party or its counsel.
- (V) The weeded out records/papers shall be destroyed by shredding before disposal.