

**National Green Tribunal  
Principal Bench  
Faridkot House, New Delhi**

NGT/PB/89/2014/388 R.G./687

Dated 21.05.2014

**OFFICE ORDER**

With the approval of the Competent Authority, it is hereby directed that judicial files of the National Green Tribunal be maintained in the following manner:

- I. Each Judicial File will have Four (4) volumes of different colours as mentioned against each.

**Volume-I (Green)**

- a. Order Sheets
- b. Org. Application or
- c. Appeal together with
- d. Annexures thereto
- e. Replies/Affidavits/Counter Affidavits
- f. Rejoinder/Rejoinder Affidavit thereto
- g. Status Report
- h. Any other pleadings.

**Volume-II (Dark Green)**

- a. Documents filed by parties with pleadings
- b. Copies of Judgements
- c. Copies of Rules & Regulations
- d. Other Miscellaneous papers.

**Volume-III (Mehndi Green)**

- a. Miscellaneous Applications for an interim order or Direction
- b. Replies
- c. Rejoinders and documents filed with them
- d. Application for review
- e. Application U/S 26, 27 & 28 of the NGT Act 2010

**Volume-IV (Blue)**

- a. Office Reports
- b. All processes and all other papers connected thereto
- c. Power of Attorney
- d. Letters and Appearance Sheets etc.

II. Each volume will contain upto 200 pages. New Volume will be opened after 200 pages. The Volumes will be numbered as, Volume-I, Volume-IA, Volume-IB and so on.

III. Pagination will be continuous in each Volume and subsequent Volume Parts. Volume-1 will contain pages 1-200. Volume- 1(A) will contain pages 201-400 and so on.

This issues with the approval of Competent Authority.

(Sanjay Kumar)  
Registrar General

21/5/14  
(Sanjay Kumar)  
Registrar General

To

The Registrars, NGT Zonal Benches.

Copy to :-

1. PPS to Hon'ble Chairperson
2. PS to Ld. Registrar General, NGT(PB)
3. Ld. Deputy Registrar, NGT(PB)
4. DCA/ US/ AR
5. Consultant (A & P)/ Consultant Judicial-I/ Consultant Judicial-II
6. All Branch Incharge.
7. Guard File/concerned file (07/Car Hire/2011/Vol.III).
8. NGT, Website.

21/5/14  
(Sanjay Kumar)  
Registrar General