

**OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE, PAKUR.**

**DATED, PAKUR THE 15<sup>th</sup> DAY OF JANUARY, 2021**

**ORDER NO 04 OF 2021.**

Perused letter No. 05/R.G Dated 14.01.2021 of the Honble High Court of Jharkhand, Ranchi vide which **“Standard Operating Procedure”** for functioning of the District Courts and Sub- Divisional Courts of the state of Jharkhand has been communicated to this Court.

As directed, the Judgeship having 50 or less Covid Active Cases in the District shall start physical functioning as per Phase-III enumerated in SOP, and as reported by the C.S, Pakur this Judgeship having less than 50 active case, so the SOP shall be applicable from 18.01.2021 in this Judgeship as per Phase III, Which are as follows:-

1. For the purpose of filing, the resources of proposed ‘E-Seva Kendra’ be utilized in addition to regular filing process i. e through Filing Counter.
2. A Parallel system of Virtual Court shall be adopted wherein 50% Courts of each cadre will function physically, and 50% Courts of each cadre through virtual mode on rotational basis which is indicated here below.

**Roster Arrangement Under Phase-III**

Sl. No.	Day	Physical Courts	Virtual Courts	Remarks
1	Monday	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur	1. Principal District and Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur	
2	Tuesday	1. Principal District Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur	
3	Wednesday	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur	1. Principal District Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur	

4	Thursday	1. Principal District Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur
5	Friday	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur	1. Principal District Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur
6	Saturday	1. Principal District Sessions Judge, Pakur 2. District and Additional Sessions Judge-II, Pakur 2. Additional Chief Judicial Magistrate, Pakur 4. Shri N. K. Bharti, J.M. 1 <sup>st</sup> Class, Pakur	1. Principal Judge Family Court, Pakur 2. District and Additional Sessions Judge-I, Pakur 3. Chief Judicial Magistrate, Pakur 4. Sub-Divisional Judicial Magistrate, Pakur

#### CATEGORY- (A)

The matters which can be taken up in the virtual Courts with prior intimation to both the parties

3. Criminal Appeal at the stage of argument.
4. Admission of Criminal Appeal.
5. Family Court Matters to be decided by the Presiding Officer.
6. Admission and Hearing of Revision Application.
7. Bail/Anticipatory Bail Applications.
8. Framing of Charge where accused is in custody.
9. Miscellaneous Criminal Applications pending for hearing.
10. Criminal Cases, Appeals, Civil Suits, Miscellaneous Cases at the stage of Argument.
11. Cases of no evidence in which arguments of both the sides are heard.
12. Petitions under section 227,232,239,245,256,257,258,321,451 and 457 of Cr. P.C.
13. Recording of Statement under section 313 Cr.P.C. wherein accused is in custody.
14. Admission of Civil Suits/Appeals.
15. Miscellaneous Civil Applications pending for hearing.
16. Cases fixed for commitment.
17. Direction to police with regard to compliance under section 156(3) of Cr.PC.

## **CATEGORY- (B)**

### **The matters which can be taken up in the Physical Courts.**

1. Criminal Appeal at the stage of argument.
2. Family Court Matters to be decided by the Presiding Officer.
3. Admission of Criminal Appeal.
4. Admission of Hearing of Revision Application.
5. Inquiry/Recording of Evidence,
6. Cases in which arguments of both the sides are heard and Judgment can be delivered.
7. Appointment of Commissioners under Order 26 of CPC and Section 284 of Cr.P.C.
8. Mediation and Conciliation process in Civil Criminal Cases.
9. Framing of Charge where accused is on bail.
10. Recording of Statement under section 313 r.P.C.
11. Cases of no evidence in which arguments of both the sides are heard.
12. Cases fixed for commitment.
13. Bail/Anticipatory Bail Applications.
14. Miscellaneous Criminal Applications pending for hearing.
15. Framing of Issues.
16. Admission of Civil Suits/Appeals.
17. Direction to police with regard to compliance under section 156(3) of Cr.P.C.

## **CATEGORY- (C)**

### **The matters which can be taken up in the absence of Litigants and Advocates:**

1. Cases fixed for cognizance order.
2. Cases fixed for acceptance of Final Form where service report from informant has been received.
3. Cases which may disposed of with the aid of Section 203 and 204 of Cr.P.C.
4. Direction to comply the procedure under section section 207 of Cr.P.C.
5. Release of accused.

## **General Guidelines**

1. The Presiding Officers shall prepare the Cause-list pertaining to their roster and same shall be published on-line as well as through Notice Board in advance. Court Manager and System Assistant to ensure that the website of the District Court be maintained in such a manner so as to have a regular updates on:-

- List of Cases date wise.
- Court Number and Name of the Judges in rotation.
- Arrangement of Physical Courts.
- Arrangement of Virtual Courts.
- Copy of orders/Judgments.

2. The Judge in Charge is directed to ensure that video conferencing rooms for the Judicial Officers and the Bar members operate with the infrastructure/equipments so that the lawyers who may not have such infrastructure can avail these facilities to participate in virtual proceedings mentioned in category-(A) for the time being.

3. The Judge in Charge is directed to ensure that “Covid-19 Management: User Manual” pertaining to Case Information System (CIS) provided by the e-Committee, Hon’ble Supreme Court of India in


- June 2020 is utilized by the Judicial Officers. All the Judicial Officers along with their Bench Clerks/Office Clerks shall be imparted training relating to **"Covid-19 Management: User Manual"**
4. The Judicial Officers are informed that the Advocates whose case are listed in physical Court(s) on a day shall be given reasonable time to appear in virtual court(s) in case they have matters listed in virtual Courts on same day. The Judge in Charge is directed to ensure the arrangement for such Advocates in V.C. rooms already situated inside the Court premises for the use by Bar Members.
  5. The Judge in Charge is directed to ensure that Court rooms used for physical running of Court are **properly screened with transparent curtain** and that such rooms are having minimum sitting arrangements & proper/routine sanitization is done in such Court rooms.
  6. The Court Manager and System Assistant are directed to ensure that e-mail addresses of all the PPs, APPs, District Prosecution Officer, Government Pleaders etc. be uploaded in official website of the District Court in order to facilitate them by sending e-copies of the brief and shall function as a help line and shall ensure that virtual Courts are running properly.
  8. **All the Judicial Officers to ensure that Only three persons be allowed to enter in the Physical Court i.e. concerned lawyers and the litigants followed by maintaining social distancing norms and other safety measures issued by the Central & State Government from time to time. Further, Judge in Charge to direct the concerned to make proper sitting arrangements for the other advocates and litigants in the waiting area of the Court premises, maintaining social distancing and other safety measures at the same time.**
  9. Deposition of witnesses with limited number may be started while maintaining social distancing and other safety measures issued by the Central & State Government from time to time.
  10. Under Trial Prisoners strictly be produced through video conferencing except under order of the Court.
  11. Social-Distancing protocol should strictly be maintained in areas such as Judges Gallery, Nazarat, Copying Department, Accounts Department, Stationary Office and any other where public in general has access.

Sd/-  
**Principal District and Sessions Judge,  
Pakur.**

Memo No. 17-27/21, Dated, Pakur the 15<sup>th</sup> day of January, 2021.

Copy forwarded for information and needful to: -

1. The Principal District & Sessions Judge, Pakur
2. The Principal Judge Family Court, Pakur
3. The District and Additional Sessions Judge-I, Pakur
4. The District and Additional Sessions Judge-II, Pakur
5. The Chief Judicial Magistrate, Pakur
6. The Additional Chief Judicial Magistrate, Pakur
7. The Secretary, D.L.S.A, Pakur.
8. The Sub-Divisional Judicial Magistrate, Pakur
9. Shri N. K. Bharti, J.M. 1<sup>st</sup> Class, Pakur
10. The Secretary, District Bar Association, Pakur
11. The P.P incharge, Pakur.

  
**Judge-in-Charge  
Civil Court, Pakur**