

# **FAMILY COURT PUNE**

City Survey No. 34, Final Plot No. 816/1,  
Near Pune District & Sessions Court,  
Shivaji Nagar, Pune 411005

Ph.No. 020-25511038  
Fax No. 020-25512535  
Email : mahpunefc@aj.gov.in

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**READ :** (1) Hon'ble Bombay High Court circular dated 26/03/2021.

(2) Standard Operating Procedure issued by the Hon'ble High Court, Bombay vide circular dated 27/11/2020.

## **OFFICE ORDER**

**No. FC/Estt/10/ /2021**

It is hereby informed to the learned Judges, learned Advocates, litigants, marriage counsellors and staff members that the functioning of the Family Court shall be continued as per the S.O.P. dated 26/03/2021 issued by the Hon'ble High Court of Bombay in two Shifts with effect from 30/03/2021 till further orders.

1. The judicial working hours shall be in 2 shifts, with duration of 2 ½ hours in each shift (i.e. from 11.00 a.m. to 1.30 p.m. and from 2.00 p.m. to 4.30 p.m.) and the office working hours shall be from 10.30 a.m. to 5.00 p.m., with 100% presence of Judicial Officers in each shift and 50% presence of the staff in each shift.

2. In the first shift, preferably, the cases which are fixed for evidence and in the second shift, preferably, the cases which are fixed for Judgment, order or hearing of arguments may be taken up.

3. The Judicial Officers may not pass any adverse order owing to the absence of the advocates, parties, witnesses or accused persons.

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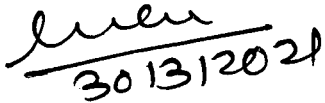
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4. Only those advocates, witnesses, accused persons and party-in-persons whose matters are listed on that day's board or whose presence is required by the Court for any specific purpose like verification etc. will be permitted to have access in the Court building. No one should enter the Court halls unless their matter is called out and shall leave the Court premises as soon as hearing of their case/work is over.

5. All the safety/ precautionary measures envisaged vide SOP dated 27/11/2020 shall apply mutatis mutandis.

6. All the concerned are requested to follow the directions given by the Hon'ble High Court, Bombay in circular dated 26/03/2021.

Inform all the concerned.

  
30/3/2021

(Subhash R. Kafre)

Principal Judge,  
Family Court, Pune.

Pune.

Date : 30<sup>th</sup> March, 2021

Encl. - Standard Operating Procedure dated 26/03/2021.

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**Copy forwarded for information and necessary action to :**

1. Learned Judges of Courts no. 1 to 5, Family Court, Pune.
  2. The President of The Pune Family Court Lawyers Association.
  3. The President of Pune District Court Bar Association.
  4. Principal Counsellor, Family Court, Pune.
  5. Registrar, Family Court, Pune.
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