

DISTRICT & SESSIONS COURT, PUNE.

- Reference:** (i) Hon'ble Bombay High Court Letter bearing No. Insp-I/25/2021, dated 24-03-2021.
- (ii) Hon'ble Bombay High Court Circular dated 23-02-2021.
- (iii) Hon'ble High Court SOP dated 27-11-2020.
- (iv) District Court, Pune Office Order No. B-16(ii)/09/2021, dated 30-01-2021.

No. B-16(ii)/ 18 /2021,

Dated : 25-03-2021.

OFFICE ORDER

Whereas, the Hon'ble Bombay High Court, vide letter under reference No.(i), the copy of which is enclosed herewith as **Annexure-'A'**, is pleased to make applicable the Circular under reference No. (ii), the copy of which is enclosed herewith as **Annexure -'B'**, to all the Courts in Pune Judicial District, whereby the functioning of the Courts is restricted to the hours mentioned therein, w.e.f. 25-03-2021 to 09-04-2021 or till further orders, whichever is earlier.

Therefore, the Office Order under reference No. (iv) is kept in abeyance and the Judicial working of all the Courts in Pune Judicial District will be in two (2) shifts, with duration of 2½ hours in each shift (i.e. from 10.30 a.m. to 1.00 p.m. and from 1.30 p.m. to 4.00 p.m.), w.e.f. 25-03-2021 to 09-04-2021 or till further orders, whichever is earlier and the Office working hours shall be half an hour before and after the Judicial working hours.

All the concerned shall adhere to the strict compliance of clauses mentioned under the caption 'safety/precautionary measures' in the Hon'ble High Court, Bombay, Circular under reference No. (iii), the copy of which is enclosed herewith as **Annexure-'C'**.

All the Establishment Heads/Principal Judges of the respective establishments to nominate responsible staff member to oversee the safety norms of COVID-19 and for carrying inspection on daily basis, in their respective Court premises.

All the Judicial Officers to bring this Office Order to the notice of staff members working under their control and the Bar Association of their respective stations.

The Coordinator, Computer Section, District Court, Pune, to upload this office order on the official website of District Court, Pune.

Inform all the concerned in Pune Judicial District.

PUNE.
Date: 25-03-2021.


Sd/-xxx
(Neeraj P. Dhote)
Principal District & Sessions Judge,
Pune.

Encl.:
Annexures- 'A', 'B' & 'C'.

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Forwarded with compliments to all the Judicial Officers in Pune Judicial District, for information and necessary action.

No. B-16(ii)/ 18 /2021,
District & Sessions Court,
Pune.
Date: 25-03-2021.

By Order,

Registrar,
District & Sessions Court, Pune.

Copy to :

- (i) All the Judicial Officers in Pune Judicial District,
- (ii) The District Government Pleader, Pune.
- (iii) The Additional/Assistant Director of Prosecution, Pune.
- (iv) The President/Secretary, Pune Bar Association, Pune.
- (v) The Presidents/Secretaries, all Taluka Bar Associations in Pune Judicial District.
- (vi) All the Heads of the Branches, District Court, Pune.

Annexure - A

Tel. No. 22673675 (O)

No.: Insp-I/ 25 / - 2021

Date:- 24/03/2021

From:

Dinesh P. Surana
Registrar (Inspection -I),
Bombay High Court,
Bombay - 400 032.

To,

1. The Principal District and Sessions Judges,
Pune, Jalgaon, Aurangabad, Nanded, Nashik & Thane
2. The Principal Judge,
City Civil & Sessions Court,
Greater Mumbai, Mumbai
3. The President,
Maharashtra State Co-operative Appellate Court,
Mumbai
4. The President,
Industrial Court, Mumbai
5. The Chief Judge,
Court of Small Causes,
Mumbai
6. The Principal Judges,
Family Courts,
Aurangabad, Jalgaon, Mumbai, Nanded, Nashik & Pune
7. The Chief Metropolitan Magistrate,
Mumbai
8. The Presiding Officers,
School Tribunal,
Aurangabad , Mumbai , Nashik & Pune

Subject : To make applicable circular dated 23.02.2021.

Respected Sir/ Madam,

Apropos the subject cited above, I am under directions to communicate you that the Hon'ble Administrative Judges' Committee has been pleased to make applicable earlier Circular dated 23.02.2021 to all the Courts (including Family Courts) in Pune Judicial

District, Jalgaon Judicial District (i.e. for all Courts in Pune and Jalgaon Districts), Aurangabad, Nanded, Nashik, Mumbai and Kalyan, thereby allowing restrictive functioning of the Courts, w.e.f. 25.03.2021 to 09.04.2021 or till further orders, whichever is earlier.

Your faithfully,

Sd/-

Dinesh P. Surana,
Registrar (Inspection -I)

CIRCULAR

The Hon'ble Administrative Judges' Committee, after having taken into account sudden surge in Covid-19 cases in Amravati, Akola, Buldana, Yavatmal and Washim districts and imposition of partial lockdown in these districts by the local authorities, has been pleased to put in place the following arrangements, for these districts, till further orders:

1. The Judicial working will be in 2 shifts, with duration of 2½ hours in each shift (i.e. from 10.30 am to 1.00 pm and from 1.30 pm to 4.00 pm).
2. The Judicial Officers may not pass any adverse order owing to the absence of the advocates, parties, witnesses or accused persons.
3. Only those advocates, witnesses, accused persons and parties-in-person whose matters are listed on the 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.
4. No one should enter the Court halls unless his matter is called out and shall leave the Court premises as soon as hearing of his case / work is over.
5. The cases listed on board should be kept moderate in numbers and is to be decided by the concerned Presiding Officer.
6. All the safety/ precautionary measures envisaged vide SOP dated 27.11.2020 shall apply mutatis mutandis.

Sd/-

S.G. Dige
(Registrar General)

Date:- 23.02.2021

Subordinate Courts in the States of Maharashtra and Goa and Union Territory of Dadra and Nagar Haveli and Daman and Diu

STANDARD OPERATING PROCEDURE

The Hon'ble the Chief Justice and other Hon'ble Judges of the Hon'ble Administrative Committee, after taking into account the present situation of the COVID-19 pandemic and the views of members of the Bar Council of Maharashtra and Goa, have been pleased to approve the Standard Operating Procedure (SOP), in supersession to the earlier SOP and modifications therein vide Circulars issued time to time, in respect to the functioning of all the Subordinate Courts in the States of Maharashtra and Goa and the Union Territory of Dadra and Nagar Haveli and Daman and Diu (except the Courts in Pune Judicial District) as under :-

JUDICIAL AND ADMINISTRATIVE WORK

1. All Courts (except the Courts in Pune Judicial District) shall start regular functioning with effect from 01.12.2020, in two shifts.
2. In each shift the Judicial working hours will be of 2½ hours (i.e. from 11.00 am to 1.30 pm and from 2.00 pm to 4.30 pm) with 100% presence of the judicial officers and the staff in each shift.
3. 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.
4. The Judicial Officers may not pass any adverse order owing to the absence of the advocates, parties, witnesses or accused persons.
5. 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.

6. All Courts in Pune Judicial District shall continue to work as per the old arrangement which was put in place vide SOP dated 03.06.2020 and the modifications therein vide Circulars issued time to time.

SAFETY / PRECAUTIONARY MEASURES

1. All persons entering the Court premises shall compulsorily wear face mask covering the nose and mouth (including at the time of arguments or giving evidence) and shall also observe social / physical distancing norms as set out time to time by the Hon'ble High Court, Central Government and State Government regarding precautions to be taken to prevent the spread of COVID-19.
2. Persons who may have symptoms of COVID-19 shall not be permitted to enter the Court premises.
3. Bar Rooms, Advocates' Chambers, Bar Library, Canteens, Photocopying Room / Section, shall remain open subject to adherence of all the safety norms. The Bar Associations shall observe all the safety norms and ensure sanitization of the Bar Rooms etc. It shall also be the responsibility of the concerned Bar Association to see that only those advocates whose matters are on board are coming to the Court and given access to the Bar Rooms.
4. It shall be the responsibility of the concerned Bar Association, in coordination with the Bar Council of Maharashtra and Goa, to ensure that due precautions are taken to avoid spread of COVID-19.
5. The Principal District and Sessions Judge / Head of the Establishment may take decision at their end about the entry and exit points of the Court premises.
6. One or more officer/s shall be nominated by the PDJ/PJ to oversee the arrangements vis-à-vis adherence of the safety norms, who shall carry out inspection on daily basis.
7. Office bearers of the Bar Council and Bar Associations may issue instructions to all their members to strictly abide by the safety norms.
8. If any advocates or litigants are found violating the above said guidelines, the Principal District Judge / Head of the Establishment shall bring it to the notice of the Bar Council of Maharashtra and Goa and respective Bar Associations under

intimation to High Court by e-mail on **rg-bhc@nic.in** and may take such action as he/she deems fit and proper.

9. In case the situation owing to pandemic is worsened, the Principal District Judge/ Head of the Establishment may approach the High Court and seek appropriate directions.

10. This SOP shall remain in force until further orders.

Date: 27/11/2020

Sd/-
S.G. Dige
(Registrar General)