

No. DSJ/E/SML/Covid/2021-  
OFFICE OF DISTRICT AND SESSIONS JUDGE, SHIMLA  
CIVIL AND SESSIONS DIVISION, SHIMLA AT CHAKKAR  
HIMACHAL PRADESH

Dated: Shimla-5, the May, 2021.

**OFFICE ORDER**

In pursuance of order No. HHC/RG/C-19/2020-64, dated 15<sup>th</sup> May, 2021 of the Hon'ble High Court of H.P., the following arrangement is being made for entertaining urgent matters in this Civil and Sessions Division:-

1. All such matters shall be filed either in physical form or on the e-mail Ids as detailed below and the nature of urgency is to be decided by the District & Sessions Judge and the Senior Civil Judge-cum-CJM, as the case may be, at the district headquarters and by the senior most Judicial Officer at the Sub-divisional level:-

Sr. No.	Courts	Email Ids
I	Courts of District & Sessions Judge/Additional District Judges situated at Chakkar, Shimla.	dsj.shimla@indiancourts.nic.in dsjshimla@gmail.com
II	Courts of CJM/ACJM/JMICs/JMs situated at Chakkar, Shimla.	cjmcourtshimla@gmail.com
III	Court of Senior Civil Judge, Theog	seniorciviljudgetheog1951@gmail.com
IV	Court of Senior Civil Judge/Civil Judge, Rohru	tcrohru@gmail.com
V	Court of Civil Judge, Chopal	tcchopal@gmail.com
VI	Court of Civil Judge, Jubbal	cha-sdlsc-jub-hp@gov.in

2. The matters received at the district headquarters through e-mail shall be registered in the CIS 3.2 software by the Assistant Programmer/System Officer/System Assistant and received at e-sewa kendra shall be registered in e-filing portal by Ms. Kiran Sharma, System Assistant/Ms. Asha, Steno-Typist. The matters received at headquarters will be assigned or retained by the District & Sessions Judge and the Senior Civil Judge-cum-CJM, as the case may be. At the sub-divisional level, such decision is to be taken by the senior most Judicial Officer. In case of physical filing, the matter after assignment will be intimated to the said Court.
3. After assignment, the Court shall fix a date of hearing which shall be intimated to the counsel/party. If any reply is required in such matter, the same may be sought through e-mail or in any other permissible mode.
4. When the urgency pertains to the pending matter, it will be decided

by the concerned Court.

5. The Court will decide whether arguments are to be heard in the Court or through video conferencing or in any other permissible mode.
6. The orders will be sent to the parties/counsel/authority concerned through e-mail and be also uploaded on the official website and CIS 3.2 software.
7. The Court will work with skeletal/minimum staff and the requirement is to be decided by the concerned Court.
8. The Additional District & Sessions Judges will attend the urgent matters on rotation basis as per the following roster:-

Additional District & Sessions Judge,(CBI)	Monday and Tuesday,
Additional District & Sessions Judge (I)	Wednesday and Thursday,
Additional District & Sessions Judge (II)	Friday, Saturday and Sunday.

9. The Senior Civil Judge-cum-CJM/Senior Civil Judges-cum-ACJMs/Civil Judges-cum-JMICs/JMs will take up urgent matters in the following manner:-

AT HEADQUARTERS	
Senior Civil Judge-cum-CJM	Monday and Tuesday,
Senior Civil Judge-cum-ACJM (I)	Wednesday and Thursday,
Senior Civil Judge-cum-ACJM(II)	Friday and Saturday.
Civil Judge-cum-JMIC (III)	Sunday

AT SUB-DIVISIONAL LEVEL	
Senior Civil Judge-cum-ACJM(I), Rohru	Monday, Tuesday, Wednesday and Thursday
Civil Judge-cum-JM(II), Rohru	Friday, Saturday and Sunday
Senior Civil Judge-cum-ACJM, Theog	Full week
Civil Judge-cum-JMIC, Jubbal	Full week
Civil Judge-cum-JMIC, Chopal	Full week

10. All the Courts will notify the adjournment dates in pending cases so as not to cause any inconvenience to the advocates, litigants etc. It will also be ensured that interim orders in civil and criminal matters shall stand extended.
11. The urgency of the matter lying within the exclusive jurisdiction of the District & Sessions Judge (Forests) and District & Sessions Judge (Family Court) is to be decided by that Court.
12. The Mobile Traffic Magistrate shall take up urgent matters

pertaining to release of seized vehicles etc.

13. This arrangement will continue until 25<sup>th</sup> May, 2021 or to such date as may be notified by the Hon'ble High Court.

14. This order be uploaded on the official website.

The instructions issued regarding the social distancing issued by the State as well Central Government be also complied with in letter and spirit.

(Rajeev Bhardwaj)  
District & Sessions Judge,  
Shimla, H.P.

Endst. No. As above. *S159-5193* Dated: 17.05.2021  
Copy forwarded to:-

1. All the Judicial Officers in the District and Sessions Division, Shimla for necessary compliance.
2. The Superintendent of Police Shimla, District Shimla H.P. for information and compliance.
3. The District Attorney, District Judicial Courts Complex, Chakkar Shimla, H.P. for information.
4. The President, District Bar Associations, Shimla/Rohru/Theog/Chopal/Jubbal for information.
5. The Superintendent(s) of Jail, Kaithu/Kanda.
6. The Reader Gr-I, Civil and Criminal Ahlmad of this office for information and necessary compliance.
7. The Assistant Programmer/System Officer/System Assistants/Ms. Asha, Steno-Typist for information and necessary compliance.

District & Sessions Judge,  
Shimla, H.P.