

**DISTRICT AND SESSIONS COURT, DAMAN.**

**C I R C U L A R**

No. 02/2021.

Date : 06/04/2021

- Read :** 1. Hon'ble High Court Circular dated 05/04/2021.  
2. Hon'ble High Court letter No. Insp.-I/30/2021 dated 05/04/2021.

In view of Circular and letter No.Insp-I/30/2021 dated 05/04/2021 of Hon'ble Bombay High Court regarding functioning of all the Courts, I the undersigned is pleased to issue this circular regarding restricted functioning of all the Courts in the Judicial District Daman w.e.f. 07/04/2021 till further orders.

1. The District and Sessions Court as well as Civil and Criminal Court, Daman shall continue function in two shifts and to take up remand and urgent matters physically w.e.f. 07/04/2021 and the Judicial working hours will be of 2 hours in each shift with presence of 50% of the staff everyday.

Judicial working hours in first shift 11.00 a.m. to 01.00 p.m.

Judicial working hours in second shift 01.30 p.m. to 03.30 p.m.

Office working hours will be from 10.30 a.m. to 04.00 p.m.

Recess time 01.00 p.m. to 01.30 p.m.

2. The Courts may take up other matters e.g. fixed for recording of evidence, hearing of arguments etc., via virtual platform.

3. The Courts may take up the matters physically which are either brought or scheduled for compromise/compounding.

4. All Courts shall remain closed on every Saturday and to take up only remand and urgent matters, as being taken up on holidays.

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

6. Only take away orders and parcels services are allowed in the canteens located within the Court premises.

7. All the safety, precautionary measures envisaged vide SOP dated 27.11.2020 shall apply mutatis mutandis.

8. All the concerned are hereby informed that they should follow guidelines issued by Hon'ble Bombay High Court, Central Government and Government of U.T. Dadra & Nagar Haveli and Daman & Diu regarding precautionary measures in view of COVID-19.

9. Staff members who are not called for duty shall be available on mobile phone calls as and when any official communication is made to them or shall come in the Court as and when called for compliance or any work if required or if concerned staff member is on leave etc. Staff members who are not called for duty shall not leave head quarters without prior permission.

10. All the concerned are hereby informed that to take note of this circular and act upon accordingly.

11. Copy of this circular alongwith copy of circular and letter No.Insp-I/30/2021 dated 05/04/2021 of Hon'ble Bombay High Court shall publish on Notice Board and website of the Court as well as display near entrance gate of the Court for information and necessary action for everybody.

  
[V. P. Patkar]

**Principal District & Sessions Judge,  
Daman.**

No. Insp-I/ 30 /2021

Date:- 05.04.2021

From :

Dinesh P. Surana  
Registrar (Inspection-I),  
High Court (A.S.), Bombay.

To,

ALL the Principal District & Sessions Judges /  
Heads of the Establishment

**Subject : Functioning of all the Courts in pursuance to the Circular dated  
05.04.2021 w.e.f. 07.04.2021.**

Respected Sir / Madam,

With reference to subject noted above, I am directed to inform you that the Hon'ble Administrative Judges' Committee has been pleased to 1) approve the Circular dated 05.04.2021 (enclosed herewith), in supersession of earlier Circular dated 26.03.2021, thereby restricting the functioning of the subordinate Courts in the States of Maharashtra, Goa and UT of D&NH and D&D, w.e.f. 07.04.2021, till further order AND 2) keep in abeyance the mechanism of disposal norms applicable to all the Judicial Officers in the States of Maharashtra, Goa and Union Territory of D&NH and D&D, w.e.f. 01.02.2021, until further order.

Yours faithfully,



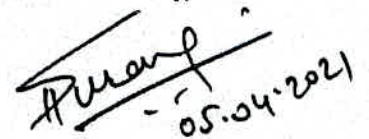
**District & Session Court**

Diu & Daman.

COMPUTER ROOM

E-Mail Inward No 235 Date 6/4/2021

E-Mail Outward No \_\_\_\_\_ Date \_\_\_\_\_



Dinesh P. Surana  
(Registrar Inspection-I)

## C I R C U L A R

The Hon'ble the Chief Justice and other Hon'ble Judges of the Hon'ble Administrative Committee, after taking into account the exponential surge in COVID-19 cases and the views of stakeholders have been pleased to put in place the following arrangements with respect to the functioning of **all the Subordinate Courts in the States of Maharashtra, Goa and Union Territory of Dadra and Nagar Haveli and Daman and Diu**, in supersession of earlier Circular dated 26.03.2021.

1. **All Courts shall continue to function in TWO shifts and to take up remand and urgent matters physically w.e.f. 07.04.2021. The Judicial working hours will be of 2 hours in each shift with presence of 50% of the staff everyday.**
2. The Principal District and Sessions Judge / Head of the Establishment may adjust the working hours of each shift (i.e. 2 hours in each shift), having regard to the local situation / condition.
3. The Courts may take up other matters e.g. fixed for recording of evidence, hearing of arguments etc., via virtual platform.
4. The Courts may take up the matters physically which are either brought or scheduled for compromise / compounding.
5. **All Courts shall remain closed on every Saturday** and to take up only remand and urgent matters, as being taken up on holidays.
6. The Judicial Officers may not pass any adverse order owing to the absence of the advocates, parties, witnesses or accused persons.
7. Only take away orders and parcels services are allowed in the Canteens located within the Court premises.
8. All the safety / precautionary measures envisaged vide SOP dated 27.11.2020 shall apply mutatis mutandis.

This Circular shall remain in force until further order.

Date : 05/04/2021

  
S.G. Dige  
(Registrar General)