

In supersession of the District Court Circular No. B-16(ii)/36/2020 dated 19.05.2020, following revised Circular is issued.

Read : Hon'ble High Court, Bombay, Circular dated 18.05.2020.

DISTRICT & SESSIONS COURT, PUNE.

No. B-16(ii)/38/2020

Date: 20<sup>th</sup> May, 2020

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

WHEREAS, it is directed by the Hon'ble Bombay High Court to constitute a Committee of Judges at District Level, to implement the safeguards to be taken to minimize spread of the Covid-19 virus during the lockdown period.

THEREFORE, the District Level Committee of the following Judges is constituted at Pune Judicial District for the said purpose :

- (1) Smt. A. V. Rotte  
District Judge - 2 and Addl. Sessions Judge, Pune.
- (2) Smt. S. T. Katare  
Civil Judge, Senior Division, Pune.
- (3) Shri. V. V. Nashikkar  
Chief Judicial Magistrate, Pune.
- (4) Smt. M. S. Bhadane  
Judge, Small Causes Court, Pune.

The above referred circular of Hon'ble High Court, is enclosed herewith. The said Judges of the Committee to go through the same and ensure that the instructions / directions given therein are implemented in letter and spirit, at all the Court premises/establishments in Pune Judicial District.

Sd/-


Pune.  
Dated: 20<sup>th</sup> May, 2020.

(Neeraj P. Dhote)  
Principal District & Sessions Judge,  
Pune.

Encl. : As above.

No. B-16(ii)/38 /2020,  
District & Sessions Court,  
Pune.  
Date: 20-05-2020.

By Order,

  
Registrar, 20/5/2020

District & Sessions Court, Pune.

**Copy to :** All the Establishments and Sections,  
District and Sessions Court, Pune.

## C I R C U L A R

The Hon'ble the Chief Justice has been pleased to direct the subordinate courts in the State of Maharashtra, State of Goa and the UT of Dadra and Nagar Haveli and Daman and Diu that

1. At District Level a Committee of 3 judges should be constituted to implement the safeguards to be taken to minimize spread of the Covid-19 virus during the lockdown period.
2. Considering the current pandemic situation, preferably there should be only one entry and exit point in order to manage all visitors (including Advocates and staff members) entering the Court premises.
3. There should be thermal scanning and sanitization arrangements at the entry gate. Infra-red temperature guns, handwash, basins (at the identified location), liquid soap dispensers and hand sanitizer dispensers shall be provided at / near the entry gate at designated spots. Adequate stock of liquid soap and sanitizers, including for refills, shall be ensured. Contactless, sensor-operated faucets and soap dispensers shall be preferred and their feasibility as regards maintenance shall be considered before procuring the same.
4. Sanitizer dispensers shall be provided at the entry of the office/chamber of the Judges and at the entry of all the departments of the Courts. The entry shall be manned to ensure that the persons entering the court premises are wearing masks and use the sanitizer before entry.

5. It was directed to make available liquid soap dispensers in all washrooms in the premises of Court. The washrooms including the taps, handles and door knobs shall be cleaned with disinfectants at regular intervals during the day. Replacement of faucets with sensor operated models to be considered.
6. Infra-red temperature gun and sanitizer dispenser arrangements shall also be made at the entry gate of the Court building.
7. The Principal District Judge to earmark a location preferably on the ground floor (near the entry gate) for the work of Affirmation / Declaration for litigants from 11:00 a.m. to 1:00 p.m. on working days. The litigants shall be allowed inside the Court premises only for Affirmation / Declaration and after completion of the work the police personnel / Peons to ensure litigants immediately leave the premises.
8. It is necessary to compile information about the staff members who have left the headquarters without prior permission. The Registrar to bring this to the notice of the Principal District Judge to consider issuance of necessary directions to take an appropriate action against them including treating their absence period as leave.
9. Staff working in the departments, court halls and chambers of Judges to ensure that the tables, chairs, telephones, keyboards, handles, knobs, etc., are wiped regularly with disinfectants. Staff using computers shall be advised to ensure their keyboards and mouse are not used by others and that these are wiped regularly.
10. All Advocates and staff shall maintain social distancing norms and seating in departments be adjusted accordingly. No visitor(s) other than Advocates and parties in person whose matters are listed may be allowed into the Court

premises, the only exception being parties-in-person desirous of using the E-Seva Kendra. If it is later found that despite requests and instructions, persons are still not adhering to the distancing requirements/norms, then this aspect would have to be reviewed or revisited.

11. Ensure that the Emergency buttons and Telephones installed in the lifts are working.
12. In order to minimize physical contact, the Information Kiosk Machine/s should be switched off until further orders.
13. Notice/Sign boards with necessary instructions shall be displayed at appropriate places including washrooms and lifts in the Courts.
14. Sanitization shall be carried out periodically in the entire Courts with the assistance of the Local Bodies.
15. One officer shall be nominated by the PDJ/PJ to oversee the arrangements on day to day basis and who shall carry out inspection at least three times a day or more often.

Date: - 18/05/2020

Sd/-  
(S.B.Agrawal)  
REGISTRAR GENERAL