

**OFFICE OF THE DISTRICT & SESSIONS JUDGE
WEST TRIPURA :: AGARTALA**

No.F.10(15)(a)-DJ/W/NAZ/2006-17/ 7786-786

Dated, Agartala
The 15th July, 2020.

M E M O R A N D U M

Subject :-Arrangement of duty roster in respect of of Group-'D' staffs during the period from 16.07.2020 to 31.07.2020 due to serious threat of Corona Virus in order to ensuring social distancing among the employees.

In pursuance of the order of Hon'ble High Court of Tripura, vide No.F.44(1)(c)-HC/2020/9953 dated 02.07.2020 the following staffs are hereby directed to perform duty on the dates as mentioned against each of them on rotation basis for ensuing functioning of the Court works. The employees belonging to Group-D shall attend duty as usual. arrangement of duty roster w.e.f 16.07.2020 to 31.07.2020 of Group-D staffs of this establishment has been made.

Court of the District & Sessions Judge

Sl No	Name of the Staff	Date
1.	Jiten Debbarma	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2.	Nityananda Sutradhar	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
3.	Sanjib Sinha	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Court of the Addl. District & Sessions Judge Court No.02

Sl No	Name of the Staff	Date
1	Kalyan Dey	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2	Smt Santana Banerjee	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Addl. District & Sessions Judge Court No.03

Sl No	Name of the Staff	Date
1	Sri Sankar Debnath	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2	Sri Bhashan Ch. Paul	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Addl. District & Sessions Judge Court No.04

Sl No	Name of the Staff	Date
1	Smt Soma Debnath	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2.	Sri Najit Debbarma	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Addl. District & Sessions Judge Court No.05

Sl No	Name of the Staff	Date
1	Sri Debapriya Chakraborty	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
2	Sri Dilip Shil	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Court of the Civil Judge Senior Division, Court No- 01

Sl No	Name of the Staff	Date
1	Sri Sanklu Debbarma	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2	Smt Jyotshna Roy	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Civil Judge Senior Division, Court No- 02

Sl No	Name of the Staff	Date
1	Sri Bidyarai Tripura	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2	Sri Arabinda Sutradhar	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Civil Judge Junior Division, Court No- 01

Sl No	Name of the Staff	Date
1	Sri Ranjit Debbarma	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Court of the Civil Judge Junior Division, Court No- 02

Sl No	Name of the Staff	Date
1	Sri Shibu Kundu	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Nazarat Section

Sl No	Name of the Staff	Date
1	Sri Swapan Debbarma	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
2	Sri Kamal Krishna Paul	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
3	Sri Tailya Ch Jamatia	22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
4	Sri Siddhi Debbarma	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
5	Sri Uttam Rabi Das	16.07.2020, 18.07.2020, 21.07.2020, 27.07.2020,
6	Sri Manik Kar	16.07.2020, 18.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
7	Sri Kishore Debbarma	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020,

Establishment Section

Sl No	Name of the Staff	Date
1	Sri Amrit Ch Roy	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.
2	Sri Abhijit Chakraborty	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Section.

Sl No	Name of the Staff	Date
1	Sri Tapan Kr Dey	24.07.2020, 28.07.2020, 30.07.2020.

Copying Section

Sl No	Name of the Staff	Date
1	Smt. Sukla Chakraborty	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Account Section

Sl No	Name of the Staff	Date
1	Sri Kartik Debbarma	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Record Room (West)

Sl No	Name of the Staff	Date
1	Sri Shekhar Ch. Das	16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.
2	Sri Bimal Bhowmik	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Record Room (South and North)

Sl No	Name of the Staff	Date
1	Smt Jaba Sinha	17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 28.07.2020, 30.07.2020.

Holidays

Sl No	Date	6 am to 2 pam	2 pm to 10 pm	10 pm to 6 am
1.	19.07.2020	Tapan Krr. Dey	Dhirendra Ch. Sarkar	Khagendra Debbarma
2.	25.07.2020	Dilip Shil	Uttam Rabi Das	Shibu Kundu
3.	26.07.2020	Sanjib Sinha	Dhirendra Ch. Sarkar	Khagendra Debbarma

Duties of Day Guard on working days.

Sri Dhirendra Ch. Sarkar, shall perform duty as Day Guard on 16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Sri Tapan Kr. Dey, shall perform duty as Day Guard on 17.07.2020, 20.07.2020 & 22.07.2020.

Sri Uttam Rabi Das, shall perform duty as Day Guard on 24.07.2020, 28.07.2020 & 30.07.2020

Duties of Night Guard on working days.

Sri Khagendra Debbarma, shall perform duty as Night Guard on 16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 27.07.2020, 29.07.2020 & 31.07.2020.

Sri Tailya Ch. Jamatia, shall perform duty on as Night Guard on 17.07.2020 & 20.07.2020

Sri Manik Kar, shall perform duty on as Night Guard on 22.07.2020 & 24.07.2020

Sri Kishore Debbarma, shall perform duty on as Night Guard on 28.07.2020 & 30.07.2020.

Sri Rajesh Roy Barman, PTCW shall perform duty on 17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 27.07.2020, 29.07.2020, 31.07.2020.

Sri Rajib Bhattacharjee, peon shall perform duty of pump operator on 16.07.2020, 18.07.2020, 21.07.2020, 23.07.2020, 28.07.2020, 30.07.2020.

Sri Romesh Dhanuk, PTCW shall perform duty on 17.07.2020, 20.07.2020, 22.07.2020, 24.07.2020, 27.07.2020, 29.07.2020, 31.07.2020.

Driver of hired vehicle(pool car) (Mobile number of Driver is 9612150516) of this office shall perform duty along with vehicle during this period as an when required.

The staffs on roster on off days shall make them available on phone and shall attend for duty on call.

The station leave permission of the employees serving under the establishment of District & Sessions Judge, West Tripura, Agartala , and the establishment of the Chief Judicial Magistrate-Cum-Civil Judge (Sr. Divn)) West Tripura, Agartala shall be granted by the District & Sessions Judge, West Tripura, Agartala during the period from 16.07.2020 till 31.07.2020, irrespective of the leave granted by the appropriate authority. The concern employee willing to take station leave permission on urgent basis may seek permission from the undersigned over telephone in the following mobile number 7005070055, otherwise they may also approach Sri Kalipada Paul, PS-III, Court of the District & Sessions Judge, West Tripura Agartala who will inform the matter to the undersigned.

The names of incumbents which are not reflected here-in above shall attend duty daily.

As per order issued by the Chief Secretary, State Executive committee the state Govt has implemented **Total Lock Down within 1 KM of border in rural areas and 0.5 km in municipal areas from International Bangladesh border of the state of Tripura for 7 days w.e.f 7 A.M of 17th July, 2020 (Friday)**. However the magistrate duties has been kept exempted. As such the residence of the employees falling under the said Zone shall keep their Identity Card as well the copy of the said Memorandum while attending their respective duties to avoid any inconvenience and in case of any inconvenience while attending duties the officials shall report immediately to the Office of the undersigned.

The Duty roster of the employees may change at any point of time as per direction of the Hon'ble High Court of Tripura.

M
18.7.2020
(S. DATTA PURAKAYASTHA)
DISTRICT & SESSIONS JUDGE,
WEST TRIPURA DISTRICT, AGARTALA

Copy to :-

33. The Registrar General, Hon'ble High Court of Tripura, Agartala.
34. The Judge, Family Court, Agartala , West Tripura for information.
35. The Addl. District & Sessions Judge, Court No.-2 / Court No.-3 / Court No.-4 / Court No.-5, West Tripura District, Agartala
36. The Civil Judge(Sr. Div) & Asstt. Sessions Judge, Court No.-1 / Court No.2, West Tripura District, Agartala.
37. The Chief Judicial Magistrate / Addl. Chief Judicial Magistrate, West Tripura District, Agartala.
38. The Registrar, District & Sessions Judge's Court, West Tripura, Agartala.
39. The Civil Judge(Jr. Div)-cum-J.M.1st Class, Court No. 1 / Court No. 2, Agartala, West Tripura District.
40. The Judicial Magistrate 1st Class-cum-Civil Judge (Jr. Divn.) Court No.-1/ Court No.- 2 / Court No.- 3 / Court No.-4 / Court No.- 5 / Court No.- 6, Agartala, West District Tripura.
41. The Secretary, Tripura Bar Association, Agartala.
42. The Private Secretary to the District & Sessions Judge, West Tripura, Agartala.
43. The System Officer, District & Sessions Judge's Court, West Tripura, Agartala for uploading of the same to the official website of this office.
44. The Court Inspector, Sadar Police Court, Agartala .
45. Bench Section/ Accounts Section/ Nazarat Section/ Establishment Section/ Copying Section/ DRR, District & Sessions Judge's Court, West Tripura, Agartala for information.
46. Official Notice Board.
47. **All Concerned.**
48. Order Book.

M. S. Datta Purkayastha
(S.Datta Purkayastha)
District & Sessions Judge
West Tripura, Agartala