

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, AMRITSAR**

**ORDER**

In continuation of this office order bearing endst no.52 dated 04.01.2022 as well as in view of the instructions issued by the Hon'ble High Court of Punjab & Haryana, Chandigarh vide its letter no.120/RG/Spl/Misc dated 03.01.2022 as well as Government of Punjab letter no.7/56/2020/2H4/33-34 dated 04.01.2022 and in view of the sudden surge in Covid-19 cases, it is hereby ordered that the Civil Judge (Sr.Divn), Chief Judicial Magistrate, Addl.Civil Judges (Sr.Divn) and Civil Judges/Judicial Magistrates, posted at Amritsar Sessions Division, shall take up the cases of following categories (as per their jurisdiction) on all the working days during the period from 17.01.2022 to 31.01.2022 or till further orders, as per following Roster (29.01.2022 is work from home as per the orders of the Hon'ble High Court)::

1. Bail applications, stay matters, sapurdari matters;
2. Cases to be heard by the Juvenile Justice Board for expeditious disposal of POCSO cases;
3. All the Executions/Cancellation reports and untraced reports, traffic cases;
4. All the cases pertaining to 138 Negotiable Instrument Act;
5. Criminal trials wherein accused are in custody which are at the stage of statement of accused u/s 313 Cr.P.C, defence, arguments;
6. All the old Criminal trials, where accused is/are in custody for more than 06 months in case of Criminal Trials;
7. Time Bound cases by the directions of the Hon'ble Supreme Court or Hon'ble High Court;
8. Cases fixed for Defence/arguments and Rebuttal arguments;
9. Cases which are fixed for ex-parte evidence or ex-parte arguments.
10. All the cases pertaining to MPs/MLAs;
11. Apart from the above mentioned cases, if the Court considers that a particular matter is required to be taken up, the Court concerned is at the liberty to take up the matter, but with the consent of lawyer/counsel for both the parties.

Sr. No.	Name of the Judicial Officer(s)	Duty Days	Remarks
1.	Sh.Himanshu Arora, Addl.Civil Judge (Sr.Divn), Amritsar	17.01.2022, 19.01.2022, 21.01.2022, 25.01.2022 & 28.01.2022	All the cases pertaining to his own court alongwith urgent matters pertaining to the Court of Sh.Aashish Saldi, Chief Judicial Magistrate, Amritsar (as the officer has been tested COVID positive and is under home quarantine, as per rules or till the Officer joins his duty after the completion of his quarantine period) & Ms.Surabhi Prasher, Judge

			Small Causes Court, Amritsar, in addition to his own Court work
2.	Ms.Minakshi Mahajan CJJD-cum-JMIC, Amritsar.		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Sh.Jaapinder Singh, Civil Judge (Sr.Divn), Amritsar & Sh.Gursher Singh, CJJD-cum-JMIC, Amritsar in addition to her own Court work
3.	Ms.Nirmala Devi, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Tushar Kaur Thind CJJD-cum-JMIC, Amritsar, in addition to her own Court work & also the work of court of Ms.Sumukhi, CJJD-cum-JMIC, Amritsar (as the officer has been tested COVID positive and is under home quarantine, as per rules or till the Officer joins her duty after the completion of her quarantine period)
4.	Ms.Harsimranjit Kaur, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Isha Goel, CJJD-cum-JMIC, Amritsar, in addition to her own Court work
5.	Sh.Insan, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to his own court alongwith urgent matters pertaining to the Court of Sh.Vishav Gupta, CJJD-cum-JMIC, Amritsar, in addition to his own Court work
6.	Ms.Ankita Loomba, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to the exclusive court of 138 NI Act pertaining to her own court as well as urgent matter of the Court of Sh.Supinder Singh & Ms.Harpreet Kaur Judicial Magistrate(s) Ist Class, Amritsar, in addition to her own Court work
7.	Ms.Sukhpreet Kaur, CJJD-cum-JMIC, Amritsar		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Vibha Rana CJJD-cum-JMIC, Amritsar, in addition to her own Court work, in addition to her own Court work
8.	Ms.Shaweta, CJJD-cum-JMIC, Amritsar		All the cases pertaining to her own court alongwith urgent matters



			<p>pertaining to the Court of Ms.Amanpreet Kaur, CJJD-JMIC, Amritsar, in addition to her own Court work, in addition to her own duties.</p>
9.	Ms.Ramanpreet Kaur, CJJD-cum-JMIC, Amritsar		<p>All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Ravneet Kaur Bedi, CJJD-JMIC, Amritsar, in addition to her own Court work, in addition to her own duties.</p>
10.	Sh.Gursher Singh, CJJD-cum-JMIC, Amritsar.	18.01.2022, 20.01.2022, 24.01.2022, 27.01.2022 & 31.01.2022	<p>All the cases pertaining to his own court alongwith urgent matters pertaining to the Court of Sh.Jaapinder Singh, Civil Judge (Sr.Divn), Amritsar (as the officer is tested COVID positive and is under home quatantine as per rules or till the Officer joins his duty after the completion of his quarantine period) &amp; Sh.Aashish Saldi, Chief Judicial Magistrate, Amritsar in addition to his own Court work</p>
11.	Ms.Tushar Kaur Thind, CJJD-cum-JMIC, Amritsar.		<p>All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Minakshi Mahajan &amp; Ms.Sumukhi CJJD-cum-JMIC, Amritsar, in addition to her own Court work.</p>
12.	Ms.Isha Goel, CJJD-cum-JMIC, Amritsar.		<p>All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Sh.Himanshu Arora, Addl.Civil Judge (Sr.Divn), Amritsar &amp; Ms.Harsimranjit Kaur, CJJD-cum-JMIC, Amritsar, in addition to her own Court work.</p>
13.	Ms.Harpreet Kaur-II, CJJD-cum-JMIC, amritsar		<p>All the cases pertaining to the exclusive court of 138 NIA Act pertaining to her own court as well as urgent matters pertaining to the Court of Ms.Ankita Loomba, CJJD-cum-JMIC, Amritsar, in addition to her own Court work.</p>
14.	Sh.Vishav Gupta, CJJD-cum-JMIC, Amritsar.		<p>All the cases pertaining to his own court alongwith urgent matters pertaining to the Court of Sh.Insan &amp; Ms.Nirmala Devi, CJJD-cum-JMIC, Amritsar, in addition to his own Court work.</p>
15.	Sh.Supinder Singh, CJJD-cum-JMIC, Amritsar.		<p>All the cases pertaining to the exclusive court of 138 NI Act pertaining to his own court, till further orders.</p>

16.	Ms.Vibha Rana, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Sukhpreet Kaur, CJJD-cum-JMIC, Amritsar, in addition to her own Court work.
17.	Ms.Amanpreet Kaur, CJJD-cum-JMIC, Amritsar.		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Shaweta, CJJD-cum-JMIC, Amritsar, in addition to her own Court work.
18.	Ms.Ravneet Kaur Bedi, CJJD-cum-JMIC, Amritsar. CJJD-cum-JMIC, Amritsar		All the cases pertaining to her own court alongwith urgent matters pertaining to the Court of Ms.Ramanpreet Kaur, CJJD-JMIC, Amritsar, in addition to her own Court work, in addition to her own duties.
19.	Ms.Prabhjot Kaur, Addl.Civil Judge (Sr.Divn), Ajnala	17.01.2022, 19.01.2022, 21.01.2022, 25.01.2022 & 28.01.2022	All the cases pertaining to her own court alongwith the urgent civil matters pertaining to the Court of Sh.Ankit Airi, CJJD-cum-JMIC, Ajnala, in addition to her own Court work
20.	Ms.Gurpreet Kaur, CJJD-cum-JMIC, Ajnala		All the cases pertaining to her own court alongwith the urgent matters pertaining to the Court of Ms.Charanpreet Kaur, CJJD-cum-JMIC, Ajnala, in addition to her own Court work
21.	Sh.Ankit Airi, CJJD-cum-JMIC, Ajnala	18.01.2022, 20.01.2022, 24.01.2022, 27.01.2022 & 31.01.2022	All the cases pertaining to his own court alongwith the urgent criminal matters pertaining to the Court of Ms.Prabhjot Kaur, ACJSD-cum-SDJM Ajnala, in addition to his own Court work
22.	Ms.Charanpreet Kaur, Civil Judge (Jr.Divn), Ajnala		All the cases pertaining to his own court alongwith the urgent matters pertaining to the Court of Ms.Gurpreet Kaur, CJJD-cum-JMIC, Ajnala, in addition to her own Court work
23.	Ms.Mehak Sabharwal, Civil Judge (Jr.Divn), Baba Bakala Sahib	17.01.2022, 19.01.2022, 21.01.2022, 25.01.2022 & 28.01.2022	All the cases pertaining to her own court alongwith urgent matters pertaining to the other courts of Sub Division Baba Bakala Sahib, in addition to her own Court work
24.	Sh.Karun Kumar, CJJD-cum-JMIC, Baba Bakala Sahib	18.01.2022, 20.01.2022, 24.01.2022, 27.01.2022 & 31.01.2022	All the cases pertaining to his own court alongwith urgent matters pertaining to the other courts of Sub Division Baba Bakala Sahib, in addition to his own Court work

Sh.Himanshu Arora, Addl.Civil Judge (Sr.Divn), Amritsar shall also look after



the work of Ms.Surabhi Prasher, Judge Small Causes Court, Amritsar (on 18.01.2022, 20.01.2022, 24.01.2022, 27.01.2022 & 31.01.2022) while working from home.

In case, any Judicial Officer happens to be on leave (for any reasons) or isolate/quarantine due to the effect of the COVID-19, during his period of duty, his/her work shall be done by his immediate Junior Officer on duty and if the Junior most officer happens to be on leave, his/her work shall be done by his immediate Senior Officer on duty. The Judicial Officers shall not leave the station without obtaining the requisite leave, as per rules.

The officers who are working from home on a particular day, shall take up all the pending matters qua their respective Courts while working from home and shall adjourn the cases to suitable dates and the same shall be uploaded on the CIS on the same day. However, the urgent matters fixed on the day when the Officer is working from home shall be taken up on the very next day, when the Officer is to hold the Court physically. The daily Cause list shall be placed outside the Court premises on daily basis showing the next hearing of cases well in time.

The Judicial Officers on duty will take up the cases from their respective Court rooms by physical mode or by virtual mode, as the situation may be.

The Judicial Officers are directed to depute 50% staff, ensuring the smooth functioning of Court, as per their own requirement. Further, the Judicial Officers are also directed to prepare and send the duty roster of their staff, accordingly, to this office. All the staff members shall fully adhere to the punctuality and Court timing. Remaining staff shall not leave the station and shall make themselves available, as and when their services are required by the Presiding Officers.

The filing of fresh cases will be accepted upto 02:30 PM at the respective Suvidha Centres/filing counters of this Sessions Division.

The President/Secretary, Bar Association, Amritsar, Ajnala and Baba Bakala Sahib shall ensure that only one Advocate/Counsel dealing or representing the case shall be allowed to appear before the respective Court, on the day of hearing. The Clerks of the Advocates and litigants shall not be allowed to enter into the Court complexes unless his/her presence is required by the respective Court.

All the Judicial Officers, officials of this Sessions Division as well as Advocates are directed to strictly adhere to the Government of India/Punjab Government Instructions from time-to-time regarding social distancing, wearing of masks etc. during the Court proceedings in view of the prevailing situation of Novel Covid-19.

This order is subject to any further instructions, if received from the Hon'ble High Court during this period.

  
I/c District & Sessions Judge,  
Amritsar.

Endst. No. 02/sp1/Dated, Amritsar the 15/01 /2022

Copy forwarded for information and necessary action to:

1. The Registrar General, Hon'ble High Court of Punjab & Haryana, Chandigarh;
2. All the Judicial Officers in Amritsar Sessions Division;
3. The Deputy Commissioner, Amritsar;
4. The Commissioner of Police, Amritsar (City);
5. The Senior Superintendent of Police, Amritsar (Rural);
6. The Superintendent, Central Jail, Amritsar
7. The District Attorney, Amritsar;
8. The Presidents, Bar Association, Amritsar, Ajnala & Baba Bakala Sahib;
9. System Officer of this Sessions Division, with the direction to upload the same on the official website of this Sessions Divisions;
10. A copy of this order be placed on the notice board of this Court.

*Saeed Azeem*  
I/c District & Sessions Judge,  
Amritsar.