

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

No.F.10(15)(a)-DJ/W/NAZ/2006-17/ 7343-419

Dated, Agartala  
The 04<sup>th</sup> July, 2020

**MEMORANDUM**

**Subject :-Arrangement of duty roster in respect of of Group-'D' staffs during the period from 06.07.2020 to 15.07.2020 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 06.07.2020 to 15.07.2020 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	07.07.2020, 09.07.2020 & 13.07.2020,
2.	Nityananda Sutradhar	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
3.	Sanjib Sinha	07.07.2020, 09.07.2020 & 13.07.2020,

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

Sl No	Name of the Staff	Date
1	Kalyan Dey	07.07.2020, 09.07.2020 & 13.07.2020,
2	Smt Santana Banerjee	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

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

Sl No	Name of the Staff	Date
1	Sri Sankar Debnath	07.07.2020, 09.07.2020 & 13.07.2020,
2	Sri Bhashan Ch. Paul	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

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

Sl No	Name of the Staff	Date
1	Smt Soma Debnath	09.07.2020 & 13.07.2020, -
2.	Sri Najit Debbarma	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
3.	Sri Sanjib Sukladas	07.07.2020

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

Sl No	Name of the Staff	Date
1	Sri Debapriya Chakraborty	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
2	Sri Dilip Shil	07.07.2020, 09.07.2020 & 13.07.2020,

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

Sl No	Name of the Staff	Date
1	Sri Sanklu Debbarma	07.07.2020, 09.07.2020, 15.07.2020 & 13.07.2020,
2	Smt Jyotshna Roy	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

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

Sl No	Name of the Staff	Date
1	Sri Bidyarai Tripura	07.07.2020, 09.07.2020 & 13.07.2020,
2	Sri Arabinda Sutradhar	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

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

Sl No	Name of the Staff	Date
1	Sri Ranjit Debbarma	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

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

Sl No	Name of the Staff	Date
1	Sri Shibu Kundu	07.07.2020, 09.07.2020 & 13.07.2020,

**Nazarat Section**

Sl No	Name of the Staff	Date
1	Sri Swapan Debbarma	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
2	Sri Kamal Krishna Paul	07.07.2020, 09.07.2020 & 13.07.2020 & 15.07.2020
3	Sri Tailya Ch Jamatia	06.07.2020, 09.07.2020, 13.07.2020 & 15.07.2020
4	Sri Siddhi Debbarma	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
5	Sri Uttam Rabi Das	07.07.2020, 09.07.2020 & 13.07.2020,
6	Sri Manik Kar	07.07.2020, 08.07.2020 & 13.07.2020,
7	Sri Kishore Debbarma	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
8	Sri Sanjib Sukladas	07.07.2020, 09.07.2020 & 13.07.2020,

**Establishment Section**

Sl No	Name of the Staff	Date -
1	Sri Amrit Ch Roy	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020
2	Sri Abhijit Chakraborty	06.07.2020, 07.07.2020, 09.07.2020 & 13.07.2020,

**Section.**

Sl No	Name of the Staff	Date
1	Sri Tapan Kr Dey	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

Copying Section		
Sl No	Name of the Staff	Date
1	Smt. Sukla Chakraborty	07.07.2020, 09.07.2020, 13.07.2020, 15.07.2020 &

Account Section		
Sl No	Name of the Staff	Date
1	Sri Kartik Debbarma	06.07.2020, 07.07.2020, 08.07.2020, 09.07.2020, 10.07.2020, 13.07.2020 & 15.07.2020

Record Room (West)		
Sl No	Name of the Staff	Date
1	Sri Shekhar Ch. Das	07.07.2020, 09.07.2020 & 13.07.2020,
2	Sri Bimal Bhowmik	06.07.2020, 08.07.2020, 10.07.2020, 15.07.2020 &

Record Room (South and North)		
Sl No	Name of the Staff	Date
1	Smt Jaba Sinha	06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

### Holidays

Sl No	Date	6 am to 2 pm	2 pm to 10 pm	10 pm to 6 am
1.	11.07.2020	Kalyan Dey	Bidyarai Tripura	Tailya Ch. Jamatia
2.	12.07.2020	Tapan Dey	Dhirendra Ch Sarkar	Khagendra Debbarma
3.	14.07.2020	Shekhar Ch. Das	Dhirendra Ch Sarkar	Khagendra Debbarma

### Duties of Day Guard on working days.

Sri Dhirendra Ch. Sarkar, shall perform duty as Day Guard on 06.07.2020, 08.07.2020, 10.07.2020, 13.07.2020, & 15.07.2020

Sri Bimal Bhowmik, shall perform duty as Day Guard on 07.07.2020.

Sri Najit Debbarma, shall perform duty as Day Guard on 09.07.2020.

### Duties of Night Guard on working days.

Sri Khagendra Debbarma, shall perform duty as Night Guard on 06.07.2020, 08.07.2020, 10.07.2020, 13.07.2020, & 15.07.2020

Sri Tailya Ch. Jamatia, shall perform duty on as Night Guard on 07.07.2020

Sri Manik Kar, shall perform duty on as Night Guard on 09.07.2020.

Sri Rajesh Roy Barman, PTCW shall perform duty on 06.07.2020, 08.07.2020, 10.07.2020, & 15.07.2020

*Sri Rajib Bhattacharjee, peon shall perform duty of pump operator on 07.07.2020, 13.07.2020 & 09.07.2020*

*Sri Romesh Dhanuk, PTCW shall perform duty on 06.07.2020, 08.07.2020, 10.07.2020, 13.07.2020, & 15.07.2020*

*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.*

*If approved, they may be informed accordingly.*

*(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.1<sup>st</sup> Class, Court No. 1 / Court No. 2, Agartala, West Tripura District.
40. The Judicial Magistrate 1<sup>st</sup> 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.

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