

OFFICE ORDER NO. 42 OF 2020

Ref.:	1.	Hon'ble High Court Circular, dated 26 th March, 2020.
	2.	Hon'ble High Court E-mail Standard Operating Procedure, dated 3 rd June, 2020.
	3.	This Office Order, dated 5 th June, 2020.
	4.	Hon'ble High Court E-mail Circular, dated 16 th June, 2020

All the Judicial Officers and Staff members are hereby informed that in pursuance to the directions issued by the Hon'ble High Court, vide its Circular, dated 16th June, 2020, this Court will be functioning in one shift with effect from **Friday, the 19th June, 2020 to Tuesday 30th June, 2020** from **10.00 a.m. to 2.00 p.m.** The Judicial Working hours from **10.30 a.m. to 1.30 p.m.**

In view of the same, the Office Order, dated 5th June, 2020 in respect of assignment and distribution of Judicial Work is partially modified and following order is issued with effect from Friday, the 19th June, 2020 to Tuesday, the 30th June, 2020 as under :

HEAD OFFICE

Sr. Nos	C. R. Nos.	Name of Judicial Officers	Assigned Staff
FRIDAY, 19TH JUNE, 2020			
1.	Appeal Court Room No.5	Shri.P.R. Choudhary, Addl. Chief Judge Smt.S.R. Shinde, Addl. Chief Judge	Entire staff of C. R. No.5
2.	Trial Court Room No.6	Shri.S.K.Bangad, Judge	Entire staff of C. R. No. 6

SATURDAY, 20TH JUNE, 2020			
1.	Appeal Court Room No.2	Shri.S. R. Yadav, Addl.Chief Judge & Shri. N. H. Jadhav, Judge	Entire staff of C. R. No.2
2.	Trial Court Room No.7	Shri. A. S. Atre, Judge	Entire staff of C. R. No. 7
Holiday i.e. on SUNDAY, 21ST JUNE, 2020			
MONDAY, 22ND JUNE, 2020			
1.	Appeal Court Room No.4	Shri.M.S.Kulkarni Addl. Chief Judge & Shri. V. N. Thakur, Judge	Entire staff of C. R. No.4
2.	Trial Court Room No.8	Shri.S.J.Gaikwad, Judge	Entire staff of C. R. No. 8
TUESDAY, 23RD JUNE, 2020			
1.	Appeal Court Room No.2	Shri.S. R. Yadav, Addl.Chief Judge & Shri. N. H. Jadhav, Judge	Entire staff of C. R. No.2
2.	Court Room No.18	Smt. S. B. Mahale, Addl. Chief Judge	Entire staff of C. R. No.18
3.	Trial Court Room No.9	Smt. N. P. Pawar, Judge	Entire staff of C. R. No.9
WEDNESDAY, 24TH JUNE, 2020			
1.	Appeal Court Room No.4	Shri.M.S.Kulkarni Addl. Chief Judge & Shri. V. N. Thakur, Judge	Entire staff of C. R. No.4
2.	Trial Court Room No.10	Smt. A. A. Desai, Judge	Entire staff of C. R. No. 10
THURSDAY, 25TH JUNE, 2020			
1.	Appeal Court Room No.5	Shri.P. R. Choudhary, Addl. Chief Judge & Smt.S.R. Shinde,Addl. Chief Judge	Entire staff of C. R. No.5
2.	Trial Court Room No.11	Shri.R.S.Salgaonkar, Judge	Entire staff of C. R. No.11
FRIDAY, 26TH JUNE, 2020			
1.	Appeal Court Room No.2	Shri.S. R. Yadav, Addl.Chief Judge & Shri. N. H. Jadhav, Judge	Entire staff of C. R. No.2

2.	Trial Court Room No.12	Shri.B.A.Gaikwad, Judge	Entire staff of C. R. No.12
Holiday i.e. on SATURDAY, 27TH JUNE, 2020 & SUNDAY, 28TH JUNE, 2020			
MONDAY, 29TH JUNE, 2020			
1.	Appeal Court Room No.3	Smt. Srishty Neelkanth, Addl. Chief Judge & Shri. A. M. Bhandarwar, Ad-hoc Dist.Judge	Entire staff of C. R. No.3
2.	Court Room No.18	Smt. S. B. Mahale, Addl. Chief Judge	Entire staff of C. R. No.18
3.	Trial Court Room No.13	Shri. P. D. Zambre, Judge	Entire staff of C. R. No.13
TUESDAY, 30TH JUNE, 2020			
1.	Appeal Court Room No.3	Smt. Srishty Neelkanth, Addl. Chief Judge & Shri. A. M. Bhandarwar, Ad-hoc Dist.Judge	Entire staff of C. R. No.3
2.	Trial Court Room No.14	Smt. R. M. Kante, Judge	Entire staff of C. R. No.14

BANDRA BRANCH

Sr. Nos	C. R. Nos.	Name of Judicial Officers	Assigned Staff
FRIDAY, 19TH JUNE, 2020			
1.	Appeal Court Room No.31	Smt. S. J. Ramgadiya, Addl Chief Judge Shri. R. P. Deshpande, Addl.Chief Judge	Entire staff of C. R. No.31
2.	Trial Court Room No.32	Shri.D.S. Thorat, Judge	Entire staff of C. R. No.32
SATURDAY, 20TH JUNE, 2020			
1.	Appeal Court Room No.41	Shri.O.K.Bhutada, Addl.Chief Judge & Shri. S. D. Gawade, Judge	Entire staff of C. R. No.41
2.	Trial Court Room No.33	Shri.S.D.Chavan, Judge	Entire staff of C. R. No.33

Holiday i.e. on SUNDAY, 21ST JUNE, 2020			
MONDAY, 22ND JUNE, 2020			
1.	Appeal Court Room No.31	Smt. S. J. Ramgadiya, Addl. Chief Judge Shri. R. P. Deshpande, Addl.Chief Judge	Entire staff of C. R. No.31
2.	Trial Court Room No.34	Shri. N. A. Sarosiya, Judge	Entire staff of C. R. No.34
TUESDAY, 23RD JUNE, 2020			
1.	Appeal Court Room No.41	Shri.O.K.Bhutada, Addl.Chief Judge & Shri. S. D. Gawade, Judge	Entire staff of C. R. No.41
2.	Trial Court Room No.35	Shri. P. R. Navale, Judge	Entire staff of C. R. No.35
WEDNESDAY, 24TH JUNE, 2020			
1.	Appeal Court Room No.31	Smt. S. J. Ramgadiya, Addl. Chief Judge Shri. R. P. Deshpande, Addl.Chief Judge	Entire staff of C. R. No.31
2.	Trial Court Room No.36	Shri.R.V.Wanwadi Judge	Entire staff of C. R. No.36
THURSDAY, 25TH JUNE, 2020			
1.	Appeal Court Room No.41	Shri.O.K.Bhutada, Addl.Chief Judge & Shri. S. D. Gawade, Judge	Entire staff of C. R. No.41
2.	Trial Court Room No.37	Shri. K. B. Kamgauda, Judge	Entire staff of C. R. No.37
FRIDAY, 26TH JUNE, 2020			
1.	Appeal Court Room No.31	Smt. S. J. Ramgadiya, Addl. Chief Judge Shri. R. P. Deshpande, Addl.Chief Judge	Entire staff of C. R. No.31
2.	Trial Court Room No.38	Smt. S. R. Patil, Judge	Entire staff of C. R. No.38
Holiday i.e. on SATURDAY, 27TH JUNE, 2020 & SUNDAY, 28TH JUNE, 2020			
MONDAY, 29TH JUNE, 2020			
1.	Appeal Court Room No.41	Shri.O.K.Bhutada, Addl.Chief Judge & Shri. S. D. Gawade, Judge	Entire staff of C. R. No.41

2.	Trial Court Room No.40	Shri. L. A. Bidwai, Judge	Entire staff of C. R. No.40
TUESDAY, 30TH JUNE, 2020			
1.	Appeal Court Room No.31	Smt. S. J. Ramgadiya, Addl. Chief Judge Shri. R. P. Deshpande, Addl. Chief Judge	Entire staff of C. R. No.31
2.	Trial Court Room No.32	Shri. D. S. Thorat, Judge	Entire staff of C. R. No.32

1. The Charge of remaining Appellate Courts will remain with the respective working Appellate Bench on that date.
2. The Charge of remaining Trial Courts will remain with the respective working Trial Court on that date.
3. The Charge of Court Room No.18 will remain with the respective Senior Most Additional Chief Judge of the working Appellate Bench on that date when Court Room No.18 is not sitting.
4. The Court shall take up urgent matters only, as was in place prior to the SOP, dated 3rd June, 2020 being made applicable.
5. In case a particular Court does not have sufficient work, the Judicial Officer may rise from the dias.
6. The acceptance of physical filling of matters will be started from Friday, the 19th June, 2020 from 10.30 a.m. to 1.30 p.m. at Affirmation Counter situated on the Ground Floor of Old Building and also at Ground Floor, Room adjacent to Pump House at Bandra Branch of this Court respectively. After physical filling is done, the hardcopy shall be kept in an isolated place for 24 hours. It shall be placed before the concerned Court not before 72 hours of such filing.
7. If any Court wants to deliver a Judgment, then the concerned Judicial Officer of the respective Court shall inform the Registrar / Addl. Registrar at least two days in advance, in order to enable the Registrar/ Addl. Registrar to make necessary arrangements of the staff members.

8. The sitting arrangement of the Advocates has been made in the Cash Department situated on the 1st Floor of Old Building at Head Office and in front of Process Department situated on the 5th Floor of Bandra Branch of this Court respectively.

9. The charge of the Judicial Work of Appellate Courts and Trial Court during the holidays will remain with the Judicial Officers, as mentioned in Office Order No.34/2020, dated 1st June, 2020.

10. The Clerk-Typist of Court Room Nos. 15 to 21 (Except Court Room No.18) and Court Room Nos. 22 to 26 shall attend the Server on 19th June, 2020 and 20th June, 2020 respectively and to assist the staff of Computer Section for updation of matters at Head Office. Similarly, the Clerk-Typist of Court Room Nos. 33 to 36 and Court Room Nos. 37 to 40 shall attend the Server on 19th June, 2020 and 20th June, 2020 respectively and to assist the staff of the Computer Section for updation of matters at Bandra Branch.

COURT OF SMALL CAUSES

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MUMBAI : 17TH JUNE, 2020

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(S. C. More)
Chief Judge