

Revised Guidelines for filing extremely urgent matters to the dedicated email ids viz. ud.raiganj.filing2020@gmail.com for Raiganj and ud.islampur.filing2020@gmail.com for Islampur Sub—Division for hearing through video-conferencing, as framed on the basis of Hon'ble Court's Notification No. 1514-CPC dated 09.04.2020 duly conveyed vide Memo No. 663(35)/G and 664(17)/G both dated 09.04.2020 of the office of the undersigned read with Hon'ble Court's No. 1506-RG dated 28.03.2020 conveyed through Memo No. 646(35)/G and 647(17)/G both dated 28.03.2020 of the office of the undersigned

- 1) In view of the inconvenience likely to be faced by the lawyers, litigants etc. in physically attending court proceedings during the lockdown and to avoid overcrowding in court precincts, court proceedings of extremely urgent matters is to be conducted via video-conferencing through Vidyo Desktop application which is required to be installed in the laptop/desktop or VidyoMobile application which is required to be installed in the Smartphones/Tablets having android OS via Play Store or by any other such videoconferencing modes, wherever applicable.
- 2) If any urgent matter is required to be filed, filing lawyer/Party-in-person shall submit the soft copy of the same along with other required documents (**in pdf format**) and **an undertaking (in pdf format)** that **deficit court fees will be paid subsequently, within 48 hours of opening the respective Court, after attaining normalcy and the consent that the matter is to be heard through videoconferencing.** The petition along with the undertaking, documents (**all in pdf format**) etc. are required to be sent to the dedicated email id of the District Court viz. ud.raiganj.filing2020@gmail.com for Raiganj and ud.islampur.filing2020@gmail.com for Islampur Sub—Division and a copy of the same be sent as CC to corresponding GP/PP/OP as the case may be. Those dedicated email ids for receiving emails of extremely urgent matters have already been uploaded in the official website of Uttar Dinajpur Judgeship i.e. www.districts.ecourts.gov.in/north-dinajpur .Any email relating to filing of urgent matter if sent to : districtcourtud@gmail.com shall not be considered.
- 3) After scrutiny, if the Judicial Officers concerned, considers it as an extremely urgent matter, the same can be heard through videoconference using Vidyo Desktop/VideoMobile application or using any other videoconferencing application. The relevant extract of the Roster of sitting of Judicial Officers since prepared vide Order No. 68 dated 29.05.2020, is shown below :

Name of the station	Date fixed for hearing through vide-conferencing of extremely urgent matters relating to		Time limit with dates for receiving extremely urgent matters through dedicated email ids mentioned hereinabove, relating to		REMARKS
	Courts of District & Sessions Judge, ADJs, ADJ, FTCs and Asstt Sess Judge of respective station	Court of the Civil Judge, Sr. Division and Courts of Civil Judge, Jr. Division of respective station	Courts of District & Sessions Judge, ADJs, ADJ, FTCs and Asstt Sess Judge of respective station	Court of the Civil Judge, Sr. Division and Courts of Civil Judge, Jr. Division of respective station	
Raiganj	06/06/20[#] [Bench - 4]	03/06/20[*] [Bench - 1]	# from 03.06.2020 at 10.00 am. onwards Latest by 12.00 noon on 04.06.20	* from 01.06.2020 at 10.00 am. onwards Latest by 12 noon on 02.06.20	Status Report of Applications can be viewed in the official website of Uttar Dinajpur Judgeship www.districts.ecourts.gov.in/north-dinajpur and office Notice Boards at 4.00 p.m.on the last date of receiving applications of respective Special Benches as scheduled. Time-slot and video-linkage for hearing of eligible extremely urgent matters shall be mentioned in the Status Report-cum-Cause List and the same shall be available in the official website of Uttar Dinajpur Judgeship www.districts.ecourts.gov.in/north-dinajpur
Islampur	04/06/20[#] [Bench - 2]	05/06/20[*] [Bench -3]	# from 01.06.2020 at 10.00 am. onwards Latest by 12.00 noon on 02.06.20	* from 03.06.2020 at 10.00 am. onwards Latest by 12 noon on 04.06.20	

4. The application must inter-alia clearly contain the case-details, Court-details, contact-details of the filing lawyer/party-in-person including email id, mobile number and alternate number(s), residence/office address with Pin Code and Police Station. The application must also contain a separate paragraph giving consent that the matter is to be taken up through the Video-Conferencing mode.

5. Upon consideration of the urgency by the Judicial Officers concerned, the case(s) would be registered under CIS and enlisted in the cause-list/s to be published on the website of the Uttar Dinajpur Judgeship www.districts.ecourts.gov.in/north-dinajpur in 'Notification' column/ "Home Page" on the day preceding the sitting of the Judicial Officers as notified vide Order No. 68 dated 29.05.2020.

6. An intimation regarding time of sitting of the Judicial Officers and approximate time of the hearing of the case(s) shall be sent to the concerned filing lawyer/Party-in-Person on the Mobile Number and e-mail as mentioned in the application. It is, therefore, desired that the filing lawyer/Party-in- Person must keep his/her mobile free around the time indicated, as the Court authority will send video linkage or call on the mobile number mentioned in their application when the matter is to be called for hearing through video-conferencing, as per cause-list.

7. If the Filing Lawyer/Party-in-Person is unable to connect through video- conferencing due to non-availability of hardware/network on any given date, the matter would be listed on the next date of the sitting of Judicial Officers of the respective station, if cause-list permits and subject to availability of dates as per instant roster formed vide Order No. 68 dated 29.05.2020.

8. It is once again notified that for the purpose of establishing video linkage, the advocate must furnish his email id and mobile number on a separate sheet so that he/she shall be invited to the videoconferencing by sending link/video conferencing ID in his/her email id and mobile number alongwith other details as mentioned hereinabove. The Vidyo Desktop application for desktop/laptop or the VidyoMobile application for smartphones/tablets need to be installed in mobile or laptop, well before the schedule time when the matter is taken up by videoconferencing.

9. **There shall be complete one day gap in between the date of sitting of any Special Bench and last date of receiving extremely urgent matters relating to that Special Bench to facilitate smooth production of case records and relevant papers for effective hearing of the said matter.**

10. **4 Steps to Join WebVC**

(also available in the official website www.districts.ecourts.gov.in/north-dinajpur)

Join WB Uttar Dinajpur DJ District Court/ Islampur Sub-divisional Court using the followings 4 steps :

a) Install Vidyo Desktop App for PC or Laptops, Click <https://ecourtvc.nic.in>

Or install Vidyo Mobile App for Android Smart Phones, Click

<https://play.google.com/store/apps/details?id=com.vidyo.VidyoClient>

b) After installation, to join as a user from one's desktop or mobile device, click below -

For Uttar Dinajpur District & Sessions Court :

<http://ecourtvc.nic.in/flex.html?roomdirect.html&key=9pmgxMypg4u4WRHLSle1VGGb4k>

For Islampur Sub-divisional Court :

<http://ecourtvc.nic.in/flex.html?roomdirect.html&key=S6PA7WNpPj>

c) Tap on Join Conference, Accept terms and conditions, and give all permissions if required.

d) Enter one's name & join.

Dated Raiganj, the 29th day of May, 2020

sd/- Ajay Kumar Gupta
District Judge,
Uttar Dinajpur at Raiganj