

OFFICE OF THE DISTRICT JUDGE,
UTTAR DINAJPUR AT RAIGANJ
ENGLISH DEPARTMENT

ORDER NO. 61 DATED : 10.04.2020

By Hon'ble High Court's Notification No. 1512- RG dated 08.04.2020, it has been notified for all concerned that upon consideration of the prevailing situation of the pandemic of COVID-19 (Corona Virus), **the Hon'ble the Chief Justice, High Court, Calcutta has been pleased to direct** that the order of suspension of regular works of the Hon'ble Court and its Circuit Benches, and also in the Subordinate Courts/Offices under its control, as contained in the Court's Notification No. 1498-RG dated 24.03.2020 read with Corrigendum No. 1504-RG dated 24.03.2020, shall continue to operate till 30th April, 2020. The aforesaid notification of the Hon'ble Court further reveals constitution of certain benches on each day, i.e. 16.04.2020, 21.04.2020, 23.04.2020, 28.04.2020 and 30.04.2020, for taking up extremely urgent matters in the Hon'ble High Court, Calcutta through Microsoft Teams or other electronic medium and ends with **“Accordingly, all concerned are requested to take necessary and appropriate steps”**.

Now, the Central Project Co-ordinator of the Hon'ble Court, Calcutta vide its Notification No. 1514-CPC dated 09.04.2020 speaks as follows :

*“It is hereby notified for information of all concerned that in furtherance of the steps already taken during the period of lockdown to combat the spread of Corona virus (COVID-19) and in continuation of the directions of the Hon'ble the Chief Justice of Calcutta High Court vide Notification No.1498-RG issued on 24th March, 2020 and in view of the order passed by the Hon'ble Supreme Court of India in the matter of SUO MOTU WRIT (CIVIL) NO. 5/2020 dated April 6, 2020, the High Court has been pleased to further direct **in respect of the District and Sub-divisional Courts, as follows :-***

- 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 may be conducted via video-conferencing through Vidyo Desktop application which can be installed in the laptop/desktop or VidyoMobile application which can 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, Learned Advocate shall submit the soft copy of the same along with other required documents and an undertaking 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 may be heard through videoconferencing. The petition along with the undertaking, documents, etc. are required to be sent to the email of the District Court and a copy of the same be sent as CC to corresponding GP/PP/OP as the case may be. The email of the district court should be uploaded in the official website of the District Court. After scrutiny, if the Chief Judge/District Judge, 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.*
- 3. 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 can be invited to the videoconferencing by sending link/video conferencing ID in his/her email id and mobile number alongwith other details as mentioned in para 2. 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.*
- 4. The District Judge would keep only such offices open with skeletal staff as may be required to facilitate the holding of the concerned courts for extremely urgent cases or as directed from time to time, and for facilitating all matters that may be connected for smoothly holding of such concerned Court, by video-conferencing or otherwise.*

All concerned are, therefore, requested to take necessary steps accordingly.”

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All concerned have duly been apprised of the Notification No. 1514-CPC dated 09.04.2020 vide Memo No. 663(35)/G and 664(17)/G dated 09.04.2020.

Apropos of the above directions of the Hon'ble Court as contained in Hon'ble Court's Notification No. 1512-RG dated 08.04.2020 and No. 1514-CPC dated 09.04.2020, discussed above, the following Roster/s of the Judicial Officers and staff members have been prepared in consultation with the Judicial Officers concerned and the respective Bar Associations of the District subject to kind approval of the Hon'ble Court, to facilitate **court proceedings of extremely urgent matters** on each day, i. e. 16.04.2040, 17.04.2020 (CJ Sr & CJ Jr), 23.04.2020, 27.04.2020 (CJ Sr & CJ Jr) and 30.04.2020 for District Sadar at Raiganj and 17.04.2020 (CJ Sr & CJ Jr), 21.04.2020, 27.04.2020 (CJ Sr & CJ Jr) & 28.04.2020 for Sub-divisional Courts at Islampur, through video-conferencing.

Table -1		
Station	Name of the Judicial Officer	Purpose of sitting
Raiganj	For 16.04.2020 Bench : (1) Smt. Indrila Mukhopadhyay Mitra, Additional District & Sessions Judge, 2 nd Court, Raiganj Standby : Smt. Leena Golder ADJ, FTC, 1 st , Raiganj	Will sit for taking up extremely urgent matters relating to the Court of District & Sessions Judge, the regular Courts of Additional District & Sessions Judge as well as the Courts of the Additional District & Sessions Judge, FTCs and Assistant Sessions Judge of District Sadar at Raiganj only, through Video-conferencing. <u>The Judicial Officers concerned shall himself/herself scrutinize, evaluate extremely urgent matters to be received through email during the period mentioned against his/her respective sitting and make necessary steps for preparation of list of cases for uploading in the official website and displaying in the Notice Board within the specified time-frame.</u>
	For 23.04.2020 Bench : (4) Smt. Leena Golder, Additional District & Sessions Judge, FTC, 1 st Raiganj Standby :Smt. Indrila Mukhopadhyay Mitra, Additional District & Sessions Judge, 2 nd Court, Raiganj	
	For 30.04.2020 Bench : (7) Sri Dwijendranath Roy Barman Additional District & Sessions Judge, 1 st Court, Raiganj Standby : Sri Binay Kumar Prasad ADJ, FTC, 2 nd Court, Raiganj	
	For 17.04.2020 : Bench (2A) & 27.04.2020 : Bench (5A) Sri Uday Rana, Civil Judge, Senior Division, Raiganj Standby : NIL	Will sit for taking up extremely urgent matters relating to the Court of Civil Judge, Senior Division and Courts of the Civil Judge, Junior Division of entire Raiganj Jurisdiction, through Video-conferencing. <u>The Judicial Officer concerned shall himself/herself scrutinize, evaluate extremely urgent matters to be received through email during the period mentioned against his/her respective sitting and make necessary steps for preparation of list of cases for uploading in the official website and displaying in the Notice Board within the specified time-frame.</u>

Contd..... Table -1		
Station	Name of the Judicial Officer	Purpose of sitting
Islampur	<p>For 21.04.2020 Bench : (3) & 28.04.2020 Bench :(6)</p> <p>Sri Arup Roy, Additional District & Sessions Judge, Fast Track Court, 2nd, Islampur</p> <p>Stand by : Sri Binay Pathak, Additional District & Sessions Judge, FTC 1st Court, Islampur</p>	<p>Will sit for taking up extremely urgent matters relating to the Court of Regular Additional District & Sessions Judge, as well as the Courts of the Additional District & Sessions Judge, FTCs and Assistant Sessions Judge of Islampur Sub-Division only, through Video-conferencing.</p> <p><u>The Judicial Officers concerned shall himself/herself scrutinize, evaluate extremely urgent matters to be received through email during the period mentioned against his/her respective sitting and make necessary steps for preparation of list of cases for uploading in the official website and displaying in the Notice Board within the specified time-frame.</u></p>
	<p>For 17.04.2020 : Bench (2B) & 27.04.2020 : Bench (5B)</p> <p>Smt. Soma Chakraborty, Civil Judge, Sr. Division, Islampur Standby : Nil</p>	<p>Will sit for taking up extremely urgent matters relating to the Court of Civil Judge, Senior Division and Courts of the Civil Judge, Junior Division of entire Islampur Jurisdiction, through Video-conferencing.</p> <p><u>The Judicial Officer concerned shall himself/herself scrutinize, evaluate extremely urgent matters to be received through email during the period mentioned against his/her respective sitting and make necessary steps for preparation of list of cases for uploading in the official website and displaying in the Notice Board within the specified time-frame.</u></p>

Table -2

Station	Name of the Judicial Officer with period of duty	Duties entrusted
Raiganj	<u>From 14.04.2020 to 15.04.2020</u> Smt. Indrila Mukhopadhyay Mitra Additional District & Sessions Judge, 2 nd Court, Raiganj	To scrutinize the email applications in order to see as to whether the same has been filed as per notified guidelines and to evaluate the urgency of the matter and to prepare a final list of extremely urgent matters of respective jurisdiction within 4.00 p.m. on the very before date of sittings scheduled to be held on 16.04.2020, 17.04.2020, 21.04.2020, 23.04.2020, 27.04.2020, 28.04.2020 and 30.04.2020 and to make all necessary steps for wide publication of such list through official website, office notice Boards and emails ids of Ld members concerned of the Bar. The applications which would be considered as extremely urgent shall have to be registered under CIS after scrutinay. The list should also contain information of those applications which would not be considered as extremelyurgent matter.
	<u>From 21.04.2020 to 22.04.2020</u> Smt. Leena Golder Additional District & Sessions Judge, FTC, 1 st Court, Raiganj	
	<u>From 28.04.2020 to 29.04.2020</u> Sri Dwijendranath Roy Barman,, <u>Additional District & Sessions Judge, 1st Court, Raiganj</u>	
	<u>From 15.04.2020 to 16.04.2020 & From 25.04.2020 to 26.04.2020</u> Sri Uday Rana, CJ, Sr. Divn. Raiganj	
Islampur	<u>From 19.04.2020 to 20.04.2020 & 26.04.2020 to 27.04.2020</u> Sri Arup Roy Additional District & Sessions Judge, FTC 2 nd Court, Islampur	
	<u>From 15.04.2020 to 16.04.2020 & From 25.04.2020 to 26.04.2020</u> Smt. Soma Chakraborty, CJ, Sr. Divn, Islampur	

The following Judicial Officer shall be in detention for Islampur Sub-division during the period mentioned against his name :

Sri Arup Roy, ADJ, FTC, 2nd Court, Islampur for 10.04.20 to 30.4.2020.

Besides the roster of the Judicial Officers as mentioned hereinabove under Table-1, it is hereby notified for all concerned that the JJB and the Child Right Courts of Uttar Dinajpur Judgship shall be functional in obedience to solemn direction of the Hon'ble Court passed on 08.04.2020 in connection with W.P. No. 5327 (W) of 2020 (Court on its own motion) with regard to contagion of COVID-19 Virus in Children Protection Homes as received through Hon'ble Court's email dated 09.04.2020 duly conveyed through Memo No. 662(15)/G dated 09.04.2020 of the office of the undersigned.

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Bench Number & Date	Staff to assist the Bench	Remarks
Bench : (1) /16.04.2020	Sri Nalini Ranjan Sarkar, BC Standby : Sri Ashok Das Sri Anupam Paul, Stenographer Smt. Ripa Das, Stenographer Sri Rajat Brahma, Stenographer Sri Soumendra Nath Sarkar Sri Chandra Sekhar Sarkar Sri Joydeb Siddhanta	
Bench : (2A) / 17.04.2020 & (5A) / 27.04.2020	Sri Anindya Moitra Sri Pabitra Bakshi Sri Subhankar Das Sri Pranab Sarkar, Stenographer Sri Anupam Paul, Stenographer Sri Dibyendu Baishnab Sri Manik Chakraborty	
Bench : (3) / 21.04.2020	Sri Ranjit Sarkar, BC Standby by : Sri Goutam Nandi Sri Tapash Kr. Banerjee, Stenographer Sri Swapam Das, Stenographer Sri Chandramohon Sinha, Steno Sri Bablu Das & Md. Saimuddin	Other Staff attached to the Courts concerned should be deployed by the PJOs of the Court concerned to place the case records before the Bench if called for.
Bench : (4) / 23.04.2020	Sri Sudip Ranjan Dey, Standby : Sri Mantu Roy Sri Anupam Paul, Stenographer Smt. Ripa Das, Stenographer Sri Rajat Brahma, Stenographer Sri Atnau Ghosh Sri Chandra Sekhar Sri Ranjit Halder	District Nazir is to see conveyance of staff members through Office vehicles as per earlier Order/s, as far as practicable.
Bench : (2B) / 17.04.2020 & (5B) / 27.04.2020	Sri Dipankar Sen Sri Bapi Paul Sri Swapam Das, Stenographer Sri Gopinath Sarkar, Stenographer Standby : Sri Shubhojit Chakraborty, Steno. Sri Ajit Debnath Sri Nayan Rakshit	Sri Prosenjit Mukherjee, System Assistant shall assist all the Judicial Officers concerned in the matter of hearing of extremely urgent matters through video-conferencing.
Bench : (6) /28.04.2020	Sri Ranjit Sarkar, BC Standby by : Sri Goutam Nandi Sri Tapash Kr. Banerjee, Stenographer Sri Swapam Das, Stenographer Sri Chandramohon Sinha, Steno Sri Bablu Das & Md. Saimuddin	
Bench : (7) / 30.04.2020	Sri Nalini Ranjan Sarkar, BC Standby : Sri Ashok Das Sri Anupam Paul, Stenographer Smt. Ripa Das, Stenographer Sri Rajat Brahma, Stenographer Sri Soumendra Nath Sarkar Sri Chandra Sekhar Sarkar (Group D) Sri Ranjit Halder (Group D)	

The Sheristadar attached to the Court of the undersigned shall ask the System Officer, DSA, SAs other staff whether attached to Civil Establishment or Magisterial Establishment of both District Sadar as well as Islampur Sub-Division to make themselves in all readiness to attend duty as and when required during 10.04.2020 to 30.04.2020.

Both the Nodal Officers under eCourts of Uttar Dinajpur Judgeship at Raiganj and Islampur have created two different dedicated mail ids for receiving extremelyurgent matters from the lawyes/litigants through emails. Those are ud.raiganj.filing2020@gmail.com and ud.islampur.filing2020@gmail.com. Only extremelyurgent matters relating to Raiganj Jurisdiction should be mailed to ud.raiganj.filing2020@gmail.com and that relates to Islampur Sub-Division should be mailed to ud.islampur.filing2020@gmail.com. The officers concerned would act only upon such emails which would have reached within the speicified dates and time-limit and as are sent to the email-ids as specified above, and reply would be sent, as may be required to the same email id from where the request would have come. **Hence, Filing Lawyer/ Party-in-Person are requested to send such emails to those dedicated email ids . Any email relating to filing of urgent matter if sent to : districtcourtud@gmail.com shall not be considered.**

The Nodal Officer under eCourts Project shall provide password of the respective dedicated email ids to the Judicial Officers entrusted duties as mentioned under Table 2 at once so that they can perform their respective duty as entrusted therein. Both the Nodal Officers are to render all sorts of co-operation to the Officers concerned, if necessary.

It is hereby notified for all concerned that those extremelyurgent matters shall be considered for scrutiny which are sent within 14.04.2020 at 11.00 a.m. onwards to 15.04.2020 latest by 1.00 p.m. for sitting scheduled on 16.04.2020 (Raiganj), 15.04.2020 at 11.00 a.m. onwards to 16.04.2020 latest by 1.00 p.m. for sitting scheduled on 17.04.2020 (jurisdiction of CJ Sr Divn and CJ Jr Divn of respective station), 19.04.2020 at 11.00 a.m. onwards to 20.04.2020 latest by 1.00 p.m. for sitting scheduled on 21.04.2020 (Islampur), 21.04.2020 at 11.00 a.m. onwards to 22.04.2020 latest by 1.00 p.m. for sitting scheduled on 23.04.2020 (Raiganj), 25.04.2020 at 11.00 a.m. onwards to 26.04.2020 latest by 1.00 p.m. for sitting scheduled on 27.04.2020 (jurisdiction of CJ Sr Divn and CJ Jr Divn of respective station), 26.04.2020 at 11.00 a.m. onwards to 27.04.2020 latest by 1.00 p.m. for sitting scheduled on 28.04.2020 (Islampur) and 28.04.2020 at 11.00 a.m. onwards to 29.04.2020 latest by 1.00 p.m. for sitting scheduled on 30.04.2020 (Raiganj).

Guidelines 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 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 for filing extremelyurgent matters to the dedicated mail ids viz. ud.raiganj.filing2020@gmail.com for Raiganj and ud.islampur.filing2020@gmail.com for Islampur Sub-Division alongwith "Steps to Join WebVC" be uploaded in the official website of the Judgeship and soft copies of the same be served upon the President & Secretaries of the Bar Associations, PP/Addl. PP/Spl. PP and GP/Addl. GPs of Uttar Dinajpur Judgeship with a request to give wide circulation of the same amongst all Id. Members of their respective Bar.

The District Magistrate, Uttar Dinajpur is requested to ensure to make necessary steps for installation of Vidyo Desktop application for desktop/laptop or the VidyoMobile application for smartphones/tablets of the Public Prosecutor, Special Public Prosecutor, Addl. Public Prosecutor, Government Pleader and Additional Govt Pleader of Uttar Dinajpur Judgeship, well before the schedule time when the matter is taken up by videoconferencing. **The District Magistrate, Uttar Dinajpur is also requested to provide email ids and mobile nos. of all the Public Prosecutor, Special Public Prosecutor, Addl. Public Prosecutor, Government Pleader and Additional Govt Pleader of Uttar Dinajpur Judgeship for uploading of the same in the official website of the Judgeships so that the filing lawyers/Party-in-person can send emails to corresponding GP/Addl. GP/PP/Spl PP as the case may be.**

Both the SPs, Raiganj PD and Islampur PD are requested to provide email ids and mobile nos. of all Police Stations including GROs of their respective Jurisdiction for uploading of the same in the official website of Uttar Dinajpur Judgeship.

Inform all concerned. Write to the Hon'ble Court for necessary approval of the above arrangement.

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

Ref : Order No. 61 dated 10.04.2020

**OFFICE OF THE DISTRICT JUDGE,
UTTAR DINAJPUR AT RAIGANJ
ENGLISH DEPARTMENT**

Memo No. 665 (37)/G Dated : 10.04.2020

Copy along with **Guidelines framed for receiving email application of extremely urgent matters for hearing through videoconferencing**, forwarded for information and taking necessary action to :-

- 1) The Court of the District Judge, Uttar Dinajpur at Raiganj
- 2-3-4-5) The Additional District & Sessions Judge, 1st/2nd, Raiganj/Islampur
- 6-7-8-9) The Additional District & Sessions Judge, Fast Track Court, 1st/2nd, Raiganj/Islampur
- 10-11) The Assistant Sessions Judge-cum-Civil Judge, Sr. Division, Raiganj/Islampur
- 12-13-14) The Chief Judicial Magistrate, Uttar Dinajpur at Raiganj/ACJM, Raiganj/Islampur
- 15) The Secretary, DLSA, Uttar Dinajpur at Raiganj
- 16-17-18-19) The Judicial Magistrate, 1st/2nd Raiganj/Islampur
- 20) The Civil Judge, Jr. Division, Additional Court-cum-JM, Raiganj
- 21-22) The Civil Judge, Jr. Division, Raiganj/Islampur
- 23-24) The Civil Judge, Probationary, Raiganj/Islampur
- 25-34) The Judge-in-charge of Nezarat/Accounts/Copying Civil/Copying Criminal/ DRR/Forms & Stationery, Civil Courts, Raiganj/Islampur
- 35-36) The Nodal Officer under eCourts Project, Uttar Dinajpur Judgeship, Raiganj/Islampur.
- 37) The System Assistant under eCourts Project, Uttar Dinajpur at Raiganj for uploading in the official website of Uttar Dinajpur Judgeship.

This has the reference to this Memo No. 663(35)/G dated 09.04.2020 of the office of the undersigned.

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

Memo No. 666 (20)/G Dated 10.04.2020

Copy along with **Guidelines framed for receiving email application of extremely urgent matters for hearing through videoconferencing**, forwarded for information and taking necessary action to :-

- 1) The District Magistrate, Uttar Dinajpur. Report of compliace specially in regard to providing email id and mobile nos. of PP/Spl. PP/Addl. PP/GP/Addl. GP (station-wise) of the district is requested by return mail.
- 2) The Superintendent of Police, Raiganj Police District. Compliance Report is requested by r/mail
- 3) The Superintendent of Police, Islampur Police District. Compliance Report is requested by r/mail
- 4) The Chief Medical Officer of Health, Uttar Dinajpur
- 5-6-7-8) The President/Secretary, District/Sub-Divisional Bar Association, Raiganj/Islampur.

With a request to give wide circulation of the above order together with the guidelines for filing extremely urgent applications through emails to the dedicated email ids viz. ud.raiganj.filing2020@gmail.com for Raiganj and ud.islampur.filing2020@gmail.com for Islampur Sub-Division so that they can file extremely urgent matter as per attached guidelines.

9-10-11-12-13-14) The PP/Spl. PP/Addl. PP, Uttar Dinajpur/APP, Raiganj/Islampur.

15-16) The GP/Addl. GP, Uttar Dinajpur Raiganj/Islampur

17-18-19-20) The President/Secretary, District/Sub-Divisional Law Clerks' Association, Raiganj/Islampur

This has the reference to this Memo No. 664(17)/G dated 09.04.2020 of the office of the undersigned.

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