

OFFICE OF THE PRESIDENCY SMALL CAUSE COURT, CALCUTTA

2 & 3, Kiran Sankar Roy Road, Kolkata-700001.

Order No: 71

Dated: 11-06-2020

As desired by the Hon'ble High Court through video conferencing on 03-06-2020 and in terms of Hon'ble Court's Notification No: 1597-RG Dated: 05-06-2020, the following Benches are constituted to take up **only urgent matters:-**

Serial No.	Date	Name of the Judicial officer
1.	15-06-2020	Sri Biswajyoti Chatterjee, Ld. Judge, 4 th Bench
2.	17-06-2020	Sri. Soumitra Ganguly, Ld. Judge, 6 th Bench
3.	19-06-2020	Sri. Surojit Seal, Ld. Judge, 2 nd Bench
4	22-06-2020	Sri. Soumitra Ganguly, Ld. Judge, 6 th Bench
5.	24-06-2020	Smt. Sanghamitra Podder, Ld. Judge, 3 rd Bench
6.	26-06-2020	Sri. Surojit Seal, Ld. Judge, 2 nd Bench

The Ld. Judges will take up only those matters which are of their own respective benches or of the vacant Ld. Bench of which they are presently in charge.

If the Ld. members of the Bar participate, the Courts will be of physical functioning, otherwise it will be through video conferencing.

The concerned Ld. Judges are requested to bring their own laptops with them on the aforesaid dates for the purpose of video conferencing, if any.

The Bench Clerk, Stenographer, Dealing Assistant and Group-D staff of the above-mentioned Ld. Benches and concerned staff of Summons Department and Warrant Department are directed to report to the Ld. Judges on the scheduled dates, for discharging their duties. The concerned Judge shall inform the aforesaid staff of the Bench through mobile/any other suitable mode of communication to act accordingly. The Head Assistant shall inform the concerned staff of Summons and Warrant Department through mobile/any other suitable mode of communication to act accordingly. In case, a staff of any Bench cannot attend court on any of the aforesaid dates for any unavoidable circumstances, the present staff of the same grade of that particular date will assist the concerned Ld. Bench on request for discharging their/his/her official duties, if urgency arises.

Ld. Registrar shall take necessary steps so that the chambers of the Ld. Judicial officers, courtrooms and departments of this judgship are sanitized before 15-06-2020.

If the Ld. members of the Bar participate in physical functioning then, only six(06) chairs may be allotted to the Ld. Advocates in the court rooms maintaining social distancing as per the extant government guidelines.

Office to make necessary arrangement so that a staff from each of the above-mentioned Ld. Benches can be deployed on the scheduled dates to provide sanitizer to each of the persons entering into the courtrooms.

Wearing of facial mask or other protective facial cover, using/carrying own hand sanitizer and maintaining social distancing as per the extant government guidelines shall be compulsory for every Ld. Judicial officer, Ld. Advocate, Court employee, litigant or any other person entering into the court premises to combat the threat of COVID-19.

Local Bar Association is requested to issue necessary directions to ensure that there is no crowding in the court premises and the litigants may not visit the the Court unless their presence is directed by the Court or is unavoidable.

Head Assistant, Sr. Superintendent-in-charge of Warrant Department to supervise the entire process of precautionary measures as enumerated above and any other additional measures, as will be felt necessary from time to time for combating the threat of COVID-19 pandemic in an appropriate manner.

In case of urgent filing, the following staff are hereby engaged:-

Date	Name of Staff
15-06-2020	Sri. Somen Bharati , Head Assistant, English Department,
17-06-2020	Sri. Suresh Shaw , Group-B staff attached to Accounts Department,
19-06-2020	Sri Rahul Roy Chowdhury , Group-C staff attached to Accounts
22-06-2020	Department and Sri. Biswajit Samanta , Group-D staff attached to
24-06-2020	Summons Department
26-06-2020	Sri. Om Prakash Ram , Group-D, attached to Ld. Judge, 3 rd Bench

The following arrangement is also made for smooth functioning of C.I.S and video conferencing arrangement:-

Date	Name of Staff
15-06-2020	Sri. Rajib Ghosh , System Officer & Sri. Nilangshu Roy , Technical
17-06-2020	Assistant
19-06-2020	
22-06-2020	
24-06-2020	
26-06-2020	

The System Officer and the technical Assistant to do the needful for smooth functioning of C.I.S and video conferencing arrangement. In addition to the communication by the Ld. Registrar, the System Officer is to inform further the Technical Assistant about this arrangement.

Sri. Surender Singh Group-D attached to Treasury Department and **Sri. Om Prakash Ram** Group-D, attached to Ld. Judge, 3rd Bench both are residing nearby this judgeship, are hereby engaged to open and close the concerned court rooms and departments of this judgeship on the aforesaid dates.

The following sweepers and farashs are hereby directed to report the Office **in due time** on the aforesaid dates positively to clean and sweep this Court premises.

Date	Name of Staff
15-06-2020	Sri. Akshyay Mondal , Sweeper
17-06-2020	Sri. Animesh Tudu , Sweeper
19-06-2020	Sri. Nemai Roy , Farash
22-06-2020	Sri. Partha Sarathi Bose , Farash
24-06-2020	Sri. Saibal Ghosh , Farash
26-06-2020	

Ld. Registrar shall inform the aforesaid Ld. Judges, Secretary/President of Presidency Small Cause Court Bar Association, System officer, Technical Assistant and the owners of the office vehicles over mobile/any other suitable mode of communication to act accordingly.

Head Assistant shall inform the concerned staff members over mobile/any other suitable mode of communication to act accordingly.

This Order shall take effect immediately and will remain in force until further Order.

Sd/-Rabindranath Samanta

**Chief Judge-in-Charge
Presidency Small Cause Court
Calcutta**

Memo No: 71 (i/ii/iii/iv/v/vi/vii/viii/ix/x/xi)

Dated: 11-06-2020

Copy forwarded for information and necessary action:-

1. Sri Surojit Seal, Ld. Judge, 2nd Bench,
2. Smt. Sanghamitra Podder, Ld. Judge 3rd Bench,
3. Sri. Biswajyoti Chatterjee, Ld. Judge. 4th Bench,
4. Sri. Soumitra Kumar Ganguly, Ld. Judge, 6th Bench,
5. President, Presidency Small Cause Court Bar Association,
6. Secretary, Presidency Small Cause Court Bar Association,
7. Sri. Rajib Ghosh, System officer,
8. Sri. Nilangshu Roy, Technical Assistant,
9. Sri. Somen Bharati, Head Assistant,
10. Sri. Jayshree Shaw (Owner of the Office Vehicle), 2, Picnic Garden Road, Kolkata-39,
11. Z2 Plus Placement & Security Agency Pvt. Ltd, Director Sri. Shiv Bahadur Singh (Owner of the Office Vehicle), 310, C.R Avenue, Kolkata-700006.

Sd/- Soumyajit Bhattacharjee

Registrar
Presidency Small Cause Court
Calcutta