

OFFICE OF DISTRICT & SESSIONS JUDGE, PANCHKULA.


ORDER

In pursuance to the order dated 30.06.2020 passed by the Hon'ble Punjab & Haryana High Court, Chandigarh and after considering the request of the District Bar Association, it is desired that the scope of filing of non-urgent category of cases may be increased. Accordingly, the below non-urgent categories of cases will be accepted for filing in Suvidha Center (in addition to the matters/cases already allowed for filing from time to time) :-

Before District Judge/ Appellate Courts:	<u>10</u> cases (Civil & Criminal) will be accepted in a single day .
Before Presiding Officer, Family Court:-	<u>10</u> petitions/cases will be accepted on the day when the Presiding Officer is holding court.
Before Civil Judge (Sr.Division)/ CJM:-	<u>15</u> cases (Civil & Criminal) will be accepted in a single day.
At Sub-Division Kalka: Before SDJM/CJ(JD)	<u>05</u> cases (Civil & Criminal) will be accepted in a single day.

Note:-

1. It is made clear that only urgent matters i.e. bail applications, Remand work, Stay matters or any matter having urgency. would be taken up for hearing/consideration by the Officer on duty as per roster, to avoid footfall in court rooms.
2. Non-urgent/ordinary filing would be a two step process. First, Advocates shall have to obtain a filing number by calling the office land-line number **(0172-2585044)**, between 10:00 to 12:00 AM and by informing the title & nature of the case and name of the Advocate. Thereafter, the case file would be accepted between 12:00 PM to 02:00 PM in the Suvidha Centre and the file would be take-up for hearing on the next working day after sanitization and scrutiny.
3. The fresh cases shall be put-up before senior most ADJ/Civil Judge on duty, who will deal with the same as per Law and shall be put-up for the purpose of assignment before the undersigned, Civil Judge (Sr. Division), Panchkula and ACJ(SD), Kalka as the case may be, as and when the court/officer will be on duty.
4. The case which do not require assignment shall be sent to the concerned court as per the existing process.


District & Sessions Judge,
Panchkula.

Endst. No. 4752-70 Dated 22.07.2020

Copy forwarded to the following for information and necessary action :

1. All the Judicial Officers posted in this Sessions Division.
2. The District Attorney, Panchkula.
3. The President, Bar Association, Panchkula & Kalka.
4. SO/SA to upload the order on the website of this office.

5. The In-charge Suvidha Centre/Judicial Branch, with the direction to maintain a register for entering the details i.e. case title and name of the Advocate and allot a token number between 10:00 to 12:00 noon for receiving the files between 12:00 to 02:00 PM. The files so received shall be entered in CIS on the next working day and shall be put-up for hearing, after sanitization and scrutiny.


District & Sessions Judge,
Panchkula.