

OFFICE OF THE DISTRICT & SESSIONS JUDGE (SOUTH DISTRICT)
SAKET COURT COMPLEX, NEW DELHI

To

The President/Hony. Secretary,
Saket Bar Association,
Saket Court Complex
New Delhi.

Reg.:- Action plan of opening of Lawyers' Chamber in the District Courts.

Ref.:- E-mail No. DHC/Mgt. & Coord Cell/BMC (District Courts) dated 18.05.2020, received from Hon'ble High Court of Delhi forwarding Minutes of Meeting of Hon'ble Committee of High Court dated 14.05.2020.

This is in reference to the above, it may be mentioned that a meeting was convened by the undersigned alongwith Ld. District & Sessions Judge (South-East) with your good-selves/Representatives of the Saket Bar Association on 19.05.2020 through Video-Conferencing in respect of formulating the Action Plan for phased opening of Lawyers' Chamber Block, Saket Court while ensuring complete adherence to the norms of social-distancing. Considering the inputs given by your good-selves, to begin with, following conditions and safeguards shall be strictly adhered to :-

(i) Advocates shall be allowed to visit their chambers in the Lawyer's Block only for collecting files/documents etc. and he/she shall leave the chamber thereafter as soon as possible.

(ii) Access shall be permitted to one advocate per chamber for the purpose. No assistant or junior shall accompany the advocate to the chamber. In case the chamber is on twin/more sharing basis, co-sharer can access the chamber while maintaining norms of social distancing. It is advisable that chamber be visited by co-sharers at different timing by coordinating with each other over phone etc.

(iii) The Lawyer's Chamber could be visited from **10:00 am to 12:30 pm**.

(iv) **Client & interns shall not be allowed** in Lawyer's Chamber Block till further orders.

(v) Advocate shall enter and exit only from the main entry of the Lawyer's Chamber Block. All other access points shall remain closed.

(vi) Entry and exit in the premises shall be supervised, regulated and monitored by advocates/volunteers of Saket Bar Association.

(vii) A record of entry/exit to the chambers shall be maintained. For this purpose and to ensure compliance as agreed, advocates/volunteers in sufficient number(s) shall be appointed; they shall be present at the entry/exit point. These volunteers shall also monitor strict adherence to all prescribed norms of social distancing, hygiene etc. in the Lawyer's Chamber Block.

(viii) Entry of Lawyers' vehicles shall be allowed from Gate No. 2 only. All vehicles shall be parked in the main surface parking. Drivers shall remain in the designated parking area only.

(ix) Sanitizers and handheld body temperature scanners for screening to be used at the entry point.

(x) Wearing of Face Masks would be mandatory for all the visitors/users.

(xi) **Canteen and other tea vendors shall remain closed** till further orders.

(xii) All common areas like **Bar Rooms, Common Halls, Library and Crèche etc. shall remain closed** till further orders. Only the toilets shall be opened.

(xiii) Lift facility shall be provided only from fifth floor and above (except in case of extreme exigency or for the advocates, who are unable to climb stairs for any reason). Only two persons shall use the lift at one time so as to maintain social distancing. Appropriate notice be affixed by the Saket Bar Association outside lifts for due compliance.

(xiv) Proper disposal of garbage shall be ensured in the Lawyer's Block. Cleanliness, sanitization and disinfection of the used areas/premises shall be ensured at all times.

The Lawyers' Chamber Block shall be opened as per above with effect from 23rd May 2020.

As agreed by your good-selves requisite advisory be issued by the Saket Bar Association regarding the above manner of use of chambers and for strict compliance of the above conditions by all the Members for their own safety and good health while also requesting elderly Members of the Bar to avoid coming to the Courts/Chambers till further order.

Sd/-

(Neena Bansal Krishna)
District & Sessions Judge (South-East)
District Court Complex Saket, New Delhi

Sd/-

(Poonam A. Bamba)
District & Sessions Judge (South)
District Court Complex Saket, New Delhi

No. Judl.II/F.7/South/Saket/2020/LKD-22 New Delhi, Dated:-22/05/2020

Copy forwarded to information and necessary action to:-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi, in reference to your email No. DHC/Mgt. & Coord Cell/BMC (District Courts) dated 18.05.2020, forwarding Minutes of Meeting of Hon'ble Committee of High Court dated 14.05.2020.
2. The District & Sessions Judge (HQ), Tis Hazari Court, Delhi.
3. The Officer In-Charge (Security), Saket Court Complex, New Delhi.
4. The Officer In-Charge (Computer), Saket Court Complex **with the request to upload the same on the Website of Saket Court & Delhi District Court.**
5. The Officer In-Charge (Caretaking), Saket Court Complex, New Delhi.
6. PS to District & Sessions Judge (South-East), Saket Court Complex, New Delhi.

Sd/-

(Neena Bansal Krishna)
District & Sessions Judge (South-East)
District Court Complex Saket, New Delhi

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(Poonam A. Bamba)
District & Sessions Judge (South)
District Court Complex Saket, New Delhi