

**OFFICE OF THE DISTRICT JUDGE,
DAKSHIN DINAJPUR AT BALURGHAT**

ENGLISH DEPARTMENT

Order No. 100

Dated, Balurghat, the 26th July, 2020

ORDER

In view of this office Orders No. 96 dated 09.07.2020, No. 97 dated 13.07.2020, No. 98 dated 19.07.2020 and No. 99 dated 23.07.2020, the Courts and the Offices in the Dakshin Dinajpur District Judiciary remained closed upto **26.07.2020** but now in the interest of litigant public and for the ends of justice, after discussion with Ld. Judicial Officers and the respective Secretary of Balurghat and Buniadpur Bar Association, it is decided that, the Courts and the Offices of this district will be reopened and start functioning on and from **27.07.2020 to 31.07.2020** in a limited form basing on virtual Court through video conferencing keeping in mind the maintenance of social distancing and other norms as specified by the Government of India as well as the Government of West Bengal.

To prevent further spread of Coronavirus (COVID-19) disease, the functioning of the Courts will be on **virtual basis** as was conducted previously from 08.06.2020 *vide* this Office **Order No. 68 dated 08.06.2020**. Only extremely urgent matters, to be brought for filing through the Secretary of the local Bar Association and placed before the CAO during the time period from **11:30 am to 12:30 pm**. To avoid inconvenience of the Bar Association of Buniadpur Subdivision, there will be online filing of application under section 438 Cr.p.c. through email: **ddfiling@gmail.com**. **The judicial work of the Courts will be done from 11:00 am to 03:00 pm**. Further, as a precautionary measure and for maintenance of strict social distancing, a Roster with approximately 50% staff is made for the period from **27.07.2020 to 31.07.2020** for only the District & Sessions Judge's Court, Dakshin Dinajpur at Balurghat.

Similarly, the P.O.s of the respective Courts under the Dakshin Dinajpur District Judiciary are hereby requested to make Roster with 50% staff for conducting their respective Courts, Offices and Departments if it is deemed fit and proper for smooth-functioning of their Courts. The P.Os may start the Courts through video conferencing with the help of their laptops. Conducting Court through video conference from residence is discouraged.

Filing of new cases in physical form shall resume but in limited form. For Civil Courts of Original Jurisdiction; initially filing of 02 cases each on every working day will be permitted. Filing of 04 cases for the respective Courts of Chief Judicial Magistrate, Dakshin Dinajpur at Balurghat and Additional Chief Judicial Magistrate, Gangarampur at Buniadpur will be permitted. In order to strictly maintain that number of new filing stays within the specified limits, it has been agreed upon by the Ld. Portfolio holders of the Dakshin Dinajpur Bar Association and Buniadpur Bar Association that all the filing of new cases shall be routed through Bar Association in the manner as stated in earlier paragraph and only the prescribed number of new filing be forwarded to the filing counter. No new filing will be accepted at the filing counter which has not been forwarded by the Bar. At the filing counters, no overcrowding will be permitted. Queuing should be made following social distancing norms.

In order to reduce footfall in the Courts, the ordinary hours for sitting of all courts (judicial hours) for the purpose of hearing of cases need to be limited between **11.00 am to 3.00 pm**. The ordinary working hours in the office of all Courts shall be from **10.00 am to 5.00 pm**. The remaining working hours shall be utilized for regularizing the case records listed during the period of suspension of functioning of

Courts. Bench Clerks shall place those case records before the respective Presiding Officer of each Court who will ensure that Court Diary and Daily Cause List are updated and duly forwarded and case proceedings are updated in the CIS. All undated case records should be regularized by **31.07.2020** and on completion a report to that effect should be submitted to the undersigned by each court on or before **31.07.2020**.

Police remand file will be taken up by the Chief Judicial Magistrate at Balurghat and Additional Chief Judicial Magistrate at Buniadpur at 2.00 pm on each working day. Holiday remand file in the concerned station will be taken up as per the roster prepared by the Chief Judicial Magistrate and concerned Additional Chief Judicial Magistrate with an intimation to the undersigned.

For further guidelines regarding functioning of the Court, all are requested to refer to the Office Order No. 68 dated 08.06.2020 in addition to this order.

This order will be effective from 27.07.2020 to 31.07.2020.

**Dates on which the employees shall remain on duty for the Court of the
District & Sessions Judge**

ENGLISH DEPARTMENT

27.07.2020 to 31.07.2020.

1. Sri Manoj Chakraborty, Head Clerk.
2. Sri Indranil Sarkar, 2nd Clerk
3. Sri Biswanath Gore, Clerk

27.07.2020, 29.07.2020 & 31.07.2020:

1. Sri Nayan Chandra Mandal, Office Peon -cum- Xerox Operator

28.07.2020 & 30.07.2020 : Sri Amit Kumar Ghosh, Office Peon

***B.N.:** Whereas both Sri Sudhangshu Biswas (CAO) and Sri Soumyasubhra Chakraborty (Sessions Clerk) have been detected Corona Virus positive, they are absolved from this Roster.*

ACCOUNTS SECTION

27.07.2020 to 31.07.2020

1. Sri Subrata Sur, Accountant

27.07.2020, 29.07.2020 & 31.07.2020 : Sri Rajkishor Mandal, Accounts Clerk

28.07.2020 & 30.07.2020 : Sri Souvik Majumder, Asst. Accountant

28.07.2020 & 30.07.2020 : Sri Dhananjay Ghosh, Office Peon, will perform the duty in both Vernacular and Accounts Sections.

VERNACULAR SECTION

27.07.2020 to 31.07.2020

1. Sri Manik Kr. Mandal, Appeal Clerk
2. Sri Pradyut Kr. Roy, Statement Clerk

27.07.2020, 29.07.2020 & 31.07.2020: Sri Manash Mukhopadhyay, Office Peon, will perform the duty in both Vernacular and Accounts Sections.

NEZARATH SECTION

27.07.2020 to 31.07.2020

1. Sri Chandan Maitra, Nazir

27.07.2020, 29.07.2020 & 31.07.2020: Sri Snehasish Chakraborty, Naib Nazir

28.07.2020 & 30.07.2020 : Sri Neellohit Karmakar, Despatch Clerk

DISTRICT JUDGE'S EJLASH

27.07.2020 to 31.07.2020

1. Sri Uttam Majumder, Bench Clerk

27.07.2020, 29.07.2020 & 31.07.2020

1. Sri Uttam Sarkar, Stenographer

2. Sri Chiranjit Kamti, Ejlash Peon

28.07.2020 & 30.07.2020

1. Sri Abhijit Guin, Stenographer

2. Sri Kamalesh Karmakar, Ejlash Peon

COMPUTER SECTION

27.07.2020 to 31.07.2020

1. Sri Arijit Dutta, System Officer

2. Sri Kanak Roy, Filing Clerk

A copy of this order be sent to the Hon'ble High Court at Calcutta through email. Considering the prevailing exceptional circumstances arising out of COVID-19 pandemic this order be circulated among all concerned via electronic mode of communication. In the emergent situation the order be also uploaded in the official website of the district judiciary for information to the Ld. Lawyers, Staff and litigant public at large by the System Officer immediately.

Inform all concerned.



[Chandrani Mukherjee (Banerjee)]

District Judge,

Dakshin Dinajpur at Balurghat

Copy forwarded for information and taking necessary action to:

- 01-00) *The Superintendent of Police, Dakshin Dinajpur*
02-00) *The CMOH, Dakshin Dinajpur*
03-08) *The Addl. Dist. & Sess. Judge, 1st /2nd /3rd / F.T./ Spl. Court, Balurghat/ Buniadpur*
09-10) *The C.J.M / A.C.J.M, Balurghat / Buniadpur*
11-00) *The Civil Judge (Sr. Division), Balurghat*
12-14) *The Judicial Magistrate / 2nd Court, Balurghat / Buniadpur*
15-16) *The Civil Judge (Jr. Division), Balurghat / Buniadpur*
17-21) *The Judge-in-Charge of Nezarath/Accounts/CD / F & S/ D.R.R, Balurghat*
22-25) *The Judge-in-Charge of Nezarath/Accounts/CD / F & S Buniadpur*
26-00) *The Secretary, DLSA, Dakshin Dinajpur at Balurghat*
27-00) *The Principal Magistrate, JJB, Balurghat, Dakshin Dinajpur*
28-00) *The Secretary, Dakshin Dinajpur District Advocates' Bar Association, Balurghat*
29-00) *The Secretary, Gangarampur Sub-Divisional Advocates' Bar Association, Buniadpur*
30-31) *The Secretary, Law Clerk Association, Balurghat/ Buniadpur, Dakshin Dinajpur*
32-39) *The G.P./P. P./P.P.-in-Ch./A.P.P., Balurghat/ Buniadpur, Dakshin Dinajpur*
40-00) *The Secretary, Moktiar Bar Association, Balurghat*
41-42) *The Court Inspector / GRO, Balurghat Court, Balurghat*
43-00) *District Judge's Vernacular Section, Dakshin Dinajpur at Balurghat*
44-00) *The System Officer, District Judge's Computer Section, Balurghat*



District Judge
Dakshin Dinajpur at Balurghat