

*D.B. No. 2845  
75-04-2020*

Office of the District & Sessions Judge, Lakhisarai.

Order No. 69 / (Misc.) 20

Dated 15<sup>th</sup> April, 2020.

In view of direction of the Hon'ble Court contained in letter No. 05/R.G./2020 dated 07-04-2020 regarding outbreak of COVID-19 (Corona virus), the functioning of the Courts of Lakhisarai Judgeship for filing and hearing of the urgent matters through e-filing and video conferencing via 'VIDYO' or any other likewise app, which may be installed on mobile / I-pad / tablet / laptop will be started w.e.f. 15-04-2020 till further order in the following manner:-

Filing of exceptionally urgent matters shall be made through e-mail on the e-mail ID i.e., [efilelkr@gmail.com](mailto:efilelkr@gmail.com)

The petition must be typed in double space justified in 14 font size and courtier font format and must contain its urgency alongwith undertaking proper, authenticity & Court fee. All the documents which required the signature of the petitioner (s) or the learned counsel for the petitioner (s) shall physically be signed, be scanned and appended with other pages of the petition. In case such petitions as aforesaid are not accompanied by a duly sworn affidavit and/or Court fees, an undertaking shall be furnished by the learned Counsel /petitioner in person, to the effect that the same would subsequently be provided when called upon to do so by the Court concerned. The learned counsel for the petitioner shall also furnish hi/her full contact details i.e., mobile number, e-mail ID, enrollment number for further correspondence int-his regard. After that the petition should be scanned to a PDF format file (Black & White) in A4 size and scanning would be made at 300 dpi in a single file without any password protection and should be emailed on the email ID as mentioned above considering their jurisdiction. The hand written petition and the petition other than PDF format shall not be entertained.

The petitions received till 09:300 A.M. of every day. The filing clerk is directed to download the applications and register them accordingly. After registration, the same shall be provided to the concerned Courts and the Court will decide the urgency of the

matter and fixed the dates for hearing of the same through video conferencing and accordingly, the same will be informed to all the concerned by the competent authority by way of e-mail /SMS / publishing a notice on the website of Civil Court, Lakhisarai.

The hearing of the aforesaid matters shall be held by the mode of video conferencing by means of Virtual Courtroom, which have already been created. All concerned shall be sent a link with a PIN to enable them to get connected and facilitate consideration of the matter by video conferencing via "VIDYO" or any other likewise app through any mobile / IPad / tablet / laptop having INTERNET connectivity.

In case of any technical difficulty regarding operation of video conferencing, the System Officer, Lakhisarai can be contacted at mobile No. 8743882167 during video conferencing.

The Presiding Officer must carry his Laptop, Ipad with Internet connectivity, if provided to them for office use and in case, the same is not available with the P.O. at the station, the Nodal Officer, Civil Court, Lakhisarai will ensure to make alternate arrangement for the said purpose.

For the convenience of all stakeholders the time slots for hearing of aforesaid urgent matters will be as follows:-

Sl. No.	Name of the Court.	Time Slot
1.	Court of District & Sessions Judge, Lakhisarai.	07:30 AM to 08:30 AM
2.	Court of A.D.J. -1 <sup>st</sup> -cum- Spl. Courts SC/ST, POCSO Act, Lakhisarai.	08:30 AM to 09:30 AM
3.	The Court of A.D.J. 2 <sup>nd</sup> -cum- Spl. Court of Excise Act, Lakhisarai.	09:30 AM to 10:30 AM
4.	Court of A.D.J. -3 <sup>rd</sup> , Lakhisarai.	10:30 AM to 11:00 AM
5.	Court of CJM and other Magisterial Courts.	11:00 AM to 12:30 PM

The learned Counsel / Litigants are advised to appear in proper dress on the scheduled time so that the maximum number of cases may be taken up for hearing.

Further, the Judicial Officers are requested to follow the direction contained in order dated 06-04-2020 passed by the Hon'ble Supreme Court in Suo Motu Writ (Civil) No. 05/2020 and also Hon'ble Court letter No. 05/R.G./2020 dated 07-04-2020.

The petitions received after 09:30 AM will be sent to the concerned Court on



next working day of the Court and after that the aforesaid process will be followed for hearing of the same.

The Nodal Officer / System Officer/ System Assistance will ensure flawless and uninterrupted hearing of the case via video conferencing.

All the aforesaid measure have been taken to reduce the need for the physical presence of stakeholders within Court premises.

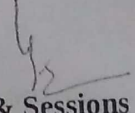
Inform all concerned.

Sd/-  
District & Sessions Judge,  
Lakhisarai.  
15-04-2020.

Memo no. 530-38 /20 dated 15-04-2020

Copy forwarded to:-

1. All Judicial Officers, Civil Court, Lakhisarai. 2. The D.D.O. -cum- J.M. 1<sup>st</sup> class, Lakhisarai. 3. The Nodal Officer, Lakhisarai. 4. The System Officer, Lakhisarai with direction to publish this order on the website of the Civil Court, Lakhisarai for information of all concerned. 5. Nazir, Civil Court, Lakhisarai. 6. The Govt. Pleader, Lakhisarai. 7. The Public Prosecutor, Lakhisarai. 8. The Secretary, Bar Association, Lakhisarai. 9. The Superintendent of Jail, Lakhisarai for information and needful.

  
District & Sessions Judge,  
Lakhisarai.  
15-04-2020.