OFFICE OF THE CHIEF JUDICIAL MAGISTRATE

NAGAON :: ASSAM

ORDER

22.05.2026

Pursuant to the Notification No. 32, dtd. 21.05.2026, issued by Hon'ble Gauhati High Court, Guwahati, the undersigned is pleased to issue the following guidelines for the establishment of the undersigned.

1. All the official witnesses (Investigating Officers, Medical Officers, Forensic Science Experts and any other Government Official etc.) are to appear in court proceedings by virtual mode only. Bench Assistants are to coordinate with the stakeholders and assist for smooth functioning of the procedure.

2. Up to 50% of staff (except engaged in Protocol works, Filing, Copying, Bench Assistants, Computer and e-courts) shall attend office on each alternate day subject to administrative convenience. Separate order regarding roster duty will be issued accordingly.

3. Staff on roster not physically present must remain available via telephone/mobile phone and e-office during the official working hours and be ready to attend office on short notice, if required.

4. The Learned Officers, who are spouses, are to use only one official vehicle.

5. Officers are encouraged to adopt car pooling arrangements wherever possible.

6. Staffs are also encouraged to optimise their fuel consumption by travelling to and from court premise via carpolling with colleagues.

7. Learned counsels are encouraged to adopt virtual mode wherever feasible particularly for presenting argument, if they so desire.

8. Expenses in holding meetings/ trainings are to be minimized.

9. While deputing a special messenger in official duties, office is to ensure that several matters are clubbed together in one go to minimise travel.

The above SOP shall come into force with effect from 25.05.2026. It will continue till 26.06.2026 and it will be reviewed thereafter.

Inform all concerned.

Sd/- (M. Khound)

Chief Judicial Magistrate
Nagaon(Assam)

Memo No. CJM(N)/ 1649 - 57 Dated. Nagaon the 22nd May, 2026

Copy for information to:

1. The Registrar General, Hon'ble Gauhati High Court, Guwahati.
2. The Hon'ble District and Sessions Judge, Nagaon.
3. All Judicial Officers under the establishment of the undersigned.
4. The President/Secretary, Nagaon Bar Association.
5. The President/Secretary, Advocates Association, Nagaon.
6. The Public Prosecutor, Nagaon.
7. The P.I., Nagaon.
8. The Systems Officer of this Judiciary, for uploading the order in the official website.
9. Office File.

Chief Judicial Magistrate
Nagaon (Assam)

Chief Judicial Magistrate,
Nagaon (Assam)