OFFICE OF THE DISTRICT & SESSIONS JUDGE
WEST TRIPURA ::AGARTALA

No.F.5(6)-DJ/NAZT/2005-2021/ 5227-62 /

Dated ,Agartala
The 11th May, 2021.

M E M O R A N D U M

Subject :-Arrangement of duty roster in respect of of Group-'D' staffs during the period from 12.05.2021 to 31.05.2021 due to serious threat of Corona Virus in order to ensuring social distancing among the employees.

In continuation of the order vide No.F.44(1)(c)-HC/2021/9887 dated 03.05.2021 issued by Hon'ble High Court of Tripura, arrangement of duty roster w.e.f 12.05.2021 to 31.05.2021 of the following Group-D staffs of this establishment is hereby made as the incumbents has joined this office on 04.05.2021 & 06.05.2021.

Court of the Civil Judge Senior Division, Court No- 01

Sl No	Name of the Staff	Date
1	Sri Dharmanarayan Chowdhury	13.05.2021, 17.05.2021, 19.05.2021, 21.05.2021, 25.05.2021, 28.05.2021 & 31.05.2021

Court of the Civil Judge Junior Division, Court No- 01, (Office Room)

Sl No	Name of the Staff	Date
1	Smt. Purnima Roy,	13.05.2021, 17.05.2021, 19.05.2021, 21.05.2021, 25.05.2021, 28.05.2021 & 31.05.2021

Nazarat Section

Sl No	Name of the Staff	Date
	Sri Sanjib Sukla Das,	12.05.2021, 15.05.2021, 18.05.2021, 20.05.2021, 24.05.2021, 27.05.2021 & 29.05.2021

The Courts and office under the Judgeship of the West Tripura District, Agartala shall remain functional up to 3.30 P.M upto 31st of may 2021 or until further order.

The days on which the employees are not entrusted with duty at office shall be on duty from home and at any point of time during this period shall make them available on phone and shall attend for duty on call.

All the employees shall obtain prior permission of the leave sanctioning Authority before leaving the station.

All the employees may also note that if on a day when the member is not required to attend the office, he/she is found to be spending time outside his/her house on frivolous activities the same would be treated as misconduct.

The Duty Roster of the employees may change at any point of time as per direction of the Hon'ble High Court of Tripura, or according to need.

Sd/-

(A. DEBBARMA)
DISTRICT & SESSIONS JUDGE,
WEST TRIPURA DISTRICT, AGARTALA

Copy to :-

1. The Registrar General, Hon'ble High Court of Tripura, Agartala.
2. The Judge, Family Court, Agartala , West Tripura for information.
3. The Addl. District & Sessions Judge, Court No.-2 / Court No.-3 / Court No.-4 / Court No.-5, West Tripura District, Agartala
4. The Civil Judge(Sr. Div) & Asstt. Sessions Judge, Court No.-1 / Court No.2, West Tripura District, Agartala.
5. The Chief Judicial Magistrate / Addl. Chief Judicial Magistrate, West Tripura District, Agartala.
6. The Civil Judge(Jr. Div)-cum-J.M.1st Class, Court No. 1 / Court No. 2, Agartala,West Tripura District.
7. The Judicial Magistrate 1st Class-cum-Civil Judge (Jr. Divn.) Court No.-1/ Court No.- 2 / Court No.- 3 / Court No.-4 / Court No.- 5 / Court No.- 6, Agartala, West District Tripura.
8. The Chief Administrative-cum-Accounts Officers, O/o the District & Sessions Judge, West Tripura, Agartala.
10. The Senior Seristeder
11. The Superintendent of Police, West Tripura, Agartala, with request to allow the Court staffs who may be required with discharge their duties as drivers, orderlies, etc also during late evening hours to have their movements without hindrance during curfew hours also on being shown his/her Court identity card/certificate.
12. The Secretary, Tripura Bar Association, Agartala.
13. The Private Secretary to the District & Sessions Judge, West Tripura, Agartala.
14. The System Officer, District & Sessions Judge's Court, West Tripura, Agartala for uploading of the same to the official website of this office.
15. The Court Inspector, Sadar Police Court, Agartala .
16. Bench Section/ Accounts Section/ Nazarat Section/ Establishment Section/ Copying Section/ DRR, District & Sessions Judge's Court, West Tripura, Agartala for information.
17. Official Notice Board.
18. **All Concerned.**
19. Order Book.

11/05/17

(A. DEBBARMA)
District & Sessions Judge
West Tripura, Agartala