

OFFICE OF THE DISTRICT & SESSIONS JUDGE (WEST)
TIS HAZARI COURTS: DELHI

Circular / Duty Roster

This is with reference to order bearing no. R-159/RG/DHC/2020 dated 02/05/2020 of Hon'ble High Court of Delhi vide which it is ordered that the functioning of the Courts subordinate to Hon'ble Delhi High Court shall continue to remain suspended till 17/05/2020 on same terms as contained in their earlier office order no. 373/Estt./E1/DHC dated 23.03.2020, no. 159/RG/DHC/2020 dated 25.03.2020 and R-77/RG/DHC/2020 dated 15.04.2020.

Accordingly, keeping in view of the directions of the Hon'ble High Court of Delhi this order is issued in continuation of this earlier office Order dated 15.04.2020. Now, the following Rosters of Ld. ASJ's and ADJ's respectively are hereby laid down for exercise of various jurisdictions in the West District till 17/05/2020 and in exercise of powers vested with the District & Sessions Judge (West) inter alia under Section 10(3) Code of Criminal Procedure 1973 as in force in Delhi, I hereby authorize the following Additional District & Sessions Judges of West District to hear and dispose of remands as well as Bail applications in pending as well as fresh cases / urgent Criminal applications (police stations of West District as mentioned below) including those under Special Acts i.e. the Narcotics Drugs and Psychotropic Substances Act, 1985, the Terrorist and Disruptive Activities (Prevention) Act, 1987, the Prevention of Terrorism Act, 2002 and the Maharashtra Control of Organized Crime Act, 1999, Protection of Child Rights Act, 2005, Protection of Children from Sexual Offences Act, 2012 and Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act, 1989 pertaining to the West District Sessions Division and in exercise of powers vested with the District & Sessions Judge (West) inter alia under Section 21-A of the Punjab Courts (Delhi Amendment) Act, 1997, to exercise all the powers to distribute the business as vested in me for West District under section 34 of the Punjab Courts Act, 1918, I hereby authorize the following Ld. District Judge (Commercial) and Additional District Judges pertaining to the West District Civil Division during the period as mentioned below :-

CRIMINAL MATTERS IN COURT NO. 08

Sl. No	Day of the Week	Date	Name of the Presiding Officer	Link Judicial Officers
1	Monday	04.05.2020	Sh. Ankur Jain, ASJ(SFTC)-01	Sh. Manish Gupta, ASJ-04
2	Tuesday	05.05.2020	Sh. Ankur Jain, ASJ(SFTC)-01	Sh. Manish Gupta, ASJ-04
3	Wednesday	06.05.2020	Sh. Vishal Singh, ASJ-03	Sh. Ankur Jain, ASJ(SFTC)-01
4	Friday	08.05.2020	Sh. Vishal Singh, ASJ-03	Sh. Ankur Jain, ASJ(SFTC)-01
5	Monday	11.05.2020	Sh. Samar Vishal, ASJ-08	Sh. Sunil Beniwal, Spl. Judge NDPS Act
6	Tuesday	12.05.2020	Sh. Samar Vishal, ASJ-08	Sh. Sunil Beniwal, Spl. Judge NDPS Act
7	Wednesday	13.05.2020	Sh. Manish Gupta, ASJ-04	Sh. Lal Singh, ASJ-05
8	Thursday	14.05.2020	Sh. Manish Gupta, ASJ-04	Sh. Lal Singh, ASJ-05
9	Friday	15.05.2020	Sh. Lal Singh, ASJ-05	Sh. Vishal Singh, ASJ-03
10	Saturday	16.05.2020	Sh. Lal Singh, ASJ-05	Sh. Vishal Singh, ASJ-03

Sl. No.	Name of the Police Station & Investigating Agencies	Court Complex & District
1	Paschim Vihar West (earlier known as Mianwali Nagar), Paschim Vihar East (earlier known as Paschim Vihar), Crime Branch, Rajouri Garden, Tilak Nagar, Pending bail applications of Vikas Puri, Khyala, Moti Nagar, Punjabi Bagh, EOW, Patel Nagar, Nangloi, Ranjit Nagar, Pending bail applications of Janakpuri, Anand Parbat, Mayapuri, Janak Puri Metro, Kirti Nagar, Nihal Vihar, CAW Cell of West Police District, Raja Garden Metro Railway Police Station, Pending bail applications of Uttam Nagar, Hari Nagar, Ranhola, Mundka.	Tis Hazari Courts, (West Police District)

CIVIL MATTERS IN ROOM NO. 9

Sl.No	Day of the Week	Date	Name of the Presiding Officer	Link Judicial Officer
1	Monday	04.05.2020	Sh. Hasan Anzar, ADJ-06	Sh. Prashant Sharma, ADJ-05
2	Tuesday	05.05.2020	Sh. Hasan Anzar, ADJ-06	Sh. Prashant Sharma, ADJ-05
3	Wednesday	06.05.2020	Sh. Umed Singh, ADJ-02	Sh. Narinder Kumar, District Judge (Commercial Court)-01
4	Friday	08.05.2020	Sh. Umed Singh, ADJ-02	Sh. Narinder Kumar, District Judge (Commercial Court)-01
5	Monday	11.05.2020	Sh. Prashant Sharma, ADJ-05	Sh. Hasan Anzar, ADJ-06
6	Tuesday	12.05.2020	Sh. Prashant Sharma, ADJ-05	Sh. Hasan Anzar, ADJ-06
7	Wednesday	13.05.2020	Sh. Vikas Dhull, ADJ-01	Sh. Umed Singh, ADJ-02
8	Thursday	14.05.2020	Sh. Vikas Dhull, ADJ-01	Sh. Umed Singh, ADJ-02
9	Friday	15.05.2020	Sh. Gurdeep Singh, District Judge (Commercial Court)-02	Sh. Narinder Kumar, District Judge (Commercial Court)-01
10	Saturday	16.05.2020	Sh. Narinder Kumar, District Judge (Commercial Court)-01	Sh. Gurdeep Singh, District Judge (Commercial Court)-02

Note :

- In view of letter reference no. R-125/RG/DHC/2020 Dated 2nd May, 2020 all the Judicial Officers of West District are directed that the matters which are already fixed up to 16.05.2020 be adjourned en-bloc to subsequent dates and the information in this regard be pasted outside the Court Room at the entrance and must uploaded on the website of the District and entered into CIS so that auto-generated messages are received by all concerned.
- The Reader / Ahlmad / Asstt. Ahlmad of the concerned Courts (as instructed by the Ld. Presiding Officer/Reporting Officer), shall ensure that the requisite details with respect to next date of hearing and its purpose is uploaded through CIS on the same day.
- Pursuant to letter no. R-123/RG/DHC/2020 dated 30/04/2020 from the Registrar General, Hon'ble High Court of Delhi, New Delhi, the following directions are issued for immediate compliance.
 - The hearing in the urgent matters listed in the Courts, as far as possible be conducted through video conferencing only.
 - If video conferencing is not feasible in a given case, the norms of social distancing be strictly adhered to during Court-room hearings. It be also

ensured that there is no crowding even in the corridors/waiting area and other areas of the Court complex.

- (iii) In case, a Judicial officer on duty, on a particular day, finds that cases listed to hearing are more in number, he/she may immediately inform the undersigned so that another Judicial Officer be also deputed to ensure quick disposal and prevent Advocates/Litigants from unnecessarily waiting in the Court complex.
- (iv) The Judicial Officers on duty shall not insist upon the Advocates to wear coats, bands and ties till further orders. However, the Advocates shall adhere to the remaining dress code as prescribed under Advocates Act, 1961.
- (v) The Cases in which arguments have already been heard and the orders/judgments have been reserved, be given precedence.

4. Further, the practice directions issued in previous office circulars/orders are reiterated as under:

- (i) Fresh matters, filed on any particular day till 2.00 p.m. shall be listed by Filing Branch on the next working day before the Ld. Judicial Officer on duty, who shall hear and dispose of the same, if he/she opines it to be an 'urgent matter'. Similarly, fresh matters filed after 2.00 p.m. shall be checked and listed on the working day subsequent thereto.
- (ii) The Ld. Judicial Officers on duty shall sign, manually or digitally, the final orders and / or proceeding sheets on the same day and shall ensure that the duly signed final orders and / or proceeding sheets get uploaded on the website.
- (iii) It is clarified that the determination of "urgency" shall finally vest with by the Ld. District Judge(Commercial) or the Ld. Additional District Judge concerned on duty as per the Roster and to be dealt with in terms of the separate guidelines issued for 'filing of fresh matters or consideration of pending matters & VC hearing.
- (iv) It is further directed that on days when the above-named Judicial Officers are on duty, their Delhi resident staff shall report for duty in their respective Court. However, the Ld. Judicial Officers named above and their staff shall not be required to come to Court if no urgent matter is listed, though they shall remain available on call. Further, where the hearings are to be done inside the Court room, the Judicial Officer on duty shall ensure strict adherence to the norms of social distancing by all the stakeholders.
- (v) It is also clarified that the entire staff are directed not to leave station under any circumstances. They shall remain available on call and would be deemed to be on duty, as in case of any urgency, the undersigned and concerned Officer In charges may call upon them to report back on duty immediately.
- (vi) No Judicial Officer shall seek or remain on leave on the dates earmarked without permission of the undersigned.
- (vii) The Id Judicial Officer shall comply with the directions contained in letter No. R-123/RG/DHC/2020 dated 30.04.2020 of Hon'ble High Court of Delhi.

5. Hearing through VC:

- (i) Although the Ld. Judicial Officers shall use their official laptops/desktops for the purposes of holding hearing through video conferencing using *cisco webex or such app*, as may be approved by the High Court of Delhi, in case one seeks assistance of the Computer Branch, the concerned Judge shall share details such as mobile number, email ID of the staff reporting on duty during Lock down period, to the Nodal Officer, Computer Branch, Tis Hazari Courts, well in advance, for ensuring better co-ordination while facilitating video conferencing.
- (ii) The Branch-in-charge, Computer Branch, Tis Hazari Courts, Delhi is directed to provide necessary assistance to the Ld. Judicial Officers for hearing the matters through Video Conferencing, as and when required.

This is computer generated copy and does not require signatures as approved by Ld. District & Sessions Judge, West, THC, Delhi.

Sd/-
(DHARMESH SHARMA)
DISTRICT & SESSIONS JUDGE (WEST)

No. _____/Misc./Gaz./DJ West/2020 Dated : 02/05/2020

Copy forwarded for information and necessary action to :-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The District & Sessions Judge (HQs), Delhi.
3. All the Judicial Officers of West District, Tis Hazari Courts, Delhi with the request to bring the same into the knowledge of their Court staff.
4. The Officer Incharge, Pool Car and Facilitation Centre, Tis Hazari Courts, Delhi.
5. The Branch Incharge, Computer Branch, Tis Hazari Courts, Delhi.
6. The Branch Incharge, all Branches, West District, Tis Hazari Courts, Delhi.
7. For uploading on LAYERS.
8. For uploading on centralized website through LAYERS.
9. The PS to the undersigned.
10. The Reader to the undersigned.
11. The Director, Directorate of Prosecution, Tis Hazari Courts, Delhi.
12. The Secretary, Delhi Bar Association, Tis Hazari Courts, Delhi.
13. The Jail Superintendent, Tihar Jail, Delhi.
14. The Lock-up In Charge, Tis Hazari Courts, Delhi.

Sd/-
DISTRICT & SESSIONS JUDGE (WEST)