OFFICE OF THE CHIEF JUDICIAL MAGISTRATE:::::::::GOLAGHAT
Email: cjm.golaghat123@gmail.com **Phone No. 03774-280419**

Memo No. **GJ 4616/2026,** Dated, Golaghat the 22nd May, 2026

O R D E R

Date: 22-05-2026

In pursuance of Notification No. 32 dated 21.05.2026 issued by the Hon'ble Gauhati High Court, Guwahati vide Memo No. HC.III-10/2024/2007-2049/G, dated 21.05.2026, and in terms of the Standard Operating Procedure (SOP) therein, the following directions are hereby issued for strict compliance by all Courts under the office of the Chief Judicial Magistrate, Golaghat.

1. Judicial Proceedings & Cause List Management

- All matters regarding the recording of witnesses in respect of the Investigating Officer, Medical Officer, Forensic Expert, bail matters, arguments and hearings shall be taken up virtually.
- The witnesses travelling from long distances/Sub divisions may appear at the nearest Judicial Courts at the Sub-division (Bokakhat/Sarupathar) and may adduce their evidence by availing the Video Conferencing facility in the said Court premises.
- The independent witnesses (in both PRC as well C.R cases) may also adduce their evidence through Video Conferencing. For verification of identity of witnesses the Video Conference Request Form (enclosed with) for may be filled and sent to the Court along with a photo ID proof at the given email ids (email ids of all the Criminal Courts given here with). A copy of the Video Conference Request Form along with email ids of all the Criminal Courts is also to be circulated to the District Bar Association, Golaghat forthwith.
- All the Learned counsels and the litigants are requested to contact with the respective benches through e-mail as attached in the list with this order.
- Court hearings such as arguments, hearing on bail matters and any other such hearings where physical presence is not necessary, shall be held through Video conferencing, wherever feasible. The Ld counsels of the Sub-Divisions are advised to make their submissions through Video Conferencing mode from

the respective sub divisional court offices at Dhansiri at Sarupathar and Bokakhat.

- The Systems Officer shall coordinate with all stakeholders to ensure the smooth functioning of court proceedings.
- All the stake holders are requested to follow the rules for video conferencing as per the Hon'ble Gauhati High Court Notification No. 45 dated 20.06.2025.

E-mail IDs of the criminal courts under this establishment

1. Court of Chief Judicial Magistrate, Golaghat
   cjmglt4@gmail.com
2. Court of Additional Chief Judicial Magistrate, Golaghat
   adlcjmglt@gmail.com
3. Court of S.D.J.M(S), Golaghat
   sdjmglt@gmail.com
4. Court of Judicial Magistrate First Class-01 (Smti D. Sarmah), Golaghat
   jmfcglt1@gmail.com
5. Court of Judicial Magistrate First Class-02 (Now vacant), Golaghat
   jmfc2golaghat@gmail.com
6. Judicial Magistrate First Class (Smti Nidhi Agarwal), Golaghat
   mn1glt1@gmail.com

2. Fuel Conservation & Logistics

- Staff members residing in the same locality are also encouraged to adopt carpooling arrangements, wherever possible, in order to reduce fuel consumption.
- Use of official vehicles for administrative errands shall be restricted.

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3. Staff Management

- Due to acute shortage of manpower/staff in the Establishment of the Chief Judicial Magistrate, Golaghat, all the staff shall be required to attend office regularly until further order.
- In case of urgent matters if any staff of this office required to avail Casual Leave and Earned Leave, they are not required to file physical petition by travelling to office in lieu of which they may file such petitions by e mail to communicate with this office.

4. Administrative Meetings

- All administrative meetings of Committees and staff shall be held without refreshment.

This order shall come into force with effect from 25.05.2026 and remain in operation till 26.06.2026.

Inform all concerned accordingly.

sd/-
Chief Judicial Magistrate,
Golaghat.

Memo No. **GJ 4617-27/2026,** Dated, Golaghat the 22nd May, 2026

Copy forwarded for information and necessary action to:-

1. The Registrar General, Hon'ble Gauhati High Court, Guwahati.
2. The Hon'ble District & Session Judge, Golaghat.
3. The Learned Addl. Chief Judicial Magistrate, Golaghat.
4. The Learned SDJM (S), Golaghat.
5. The Learned SDJM (M), Dhansiri at Sarupathar.
6. The Learned SDJM (M), Bokakhat.
7. The Learned JMFC No. 1, Golaghat.
8. The Learned President/Secretary, Bar Association, Golaghat/Dhansiri at Sarupathar/Bokakhat.
9. All the staff concerned.
10. Notice Board.
11. Office File.

22-05-26

Chief Judicial Magistrate,
Golaghat.

Chief Judicial Magistrate
Golaghat (Assam)

22-5-26

(4)

THE OFFICE OF THE CHIEF JUDICIAL MAGISTRATE::::::::::::::GOLAGHAT:ASSAM

Email id:-.....@gmail.com

VIDEO CONFERENCE REQUEST FORM

Personal Details:-

Full Name	
Designation	
Mobile number	
Email id	
Postal address	

User Details:- Tick in the appropriate Category

Medical Officer ☐ **Investigating Officer** ☐ **Others** ☐

Particulars of the Video Conference:-

Case No	
Court Name	
District	
Date of VC	
Time	

DECLARATION

- I hereby declare that the above mentioned information provided are correct.
- I have received summons from the concerned court.
- I am submitting photocopy of my identity proof.
- No Audio/ Video shall be recorded during the ongoing V.C session.
- Mobile shall be in Silent mode.
- Signed copy of the evidence shall be sent back to the Court at the earliest.

Place:-
Date:- Full Signature of the Applicant

Approved/Rejected

Presiding Officer,
Golaghat

Copy forwarded to:-
1. The Systems Officer/System Assistant, Golaghat District Judiciary