OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH DISTRICT, ROHINI COURTS, DELHI

OFFICE ORDER

In view of the Office Order No. 505-535/RG/DHC/2021 dated 12th August 2021 of the Hon'ble High Court of Delhi, it is ordered that:-

1. All the Judicial Officers posted at North District, Rohini Court, Delhi shall take up all matters of their respective courts through video- conferencing w.e.f. 16.08.2021 to 28.08.2021. The weblinks of all the courts shall remain functional throughout the working hours.

2. All the bail applications (For Sessions Courts) shall be filed on the E-mail ID mentioned below which is exclusively for filing of Bail Applications:-

   For North District : **rohinicourtnorthdistrict@gmail.com**

3. All the bail applications/miscellaneous applications / correspondences viz. Superdari, Jamatalashi, Traffic Challan of impounded vehicle, Status Reports etc. which pertain to establishment of Chief Metropolitan Magistrate shall be sent directly to the Email Id of the concerned court. List of Email IDs has already been uploaded on website.

4. Ld. Metropolitan Magistrate will ensure that the bail applications / other applications/ correspondences viz. Superdari, Jamatalashi, Traffic Challan of impounded vehicles, Status Reports etc. filed by any Lawyer/Litigant on the Email ID of the respective court be given a registration number by their own staff so that the movement of the same is recorded and the case can be identified.

5. Ld. Metropolitan Magistrates will also direct IO/SHO concerned to keep copies of such orders after downloading from website of North District, Rohini Courts and the order be filed alongwith chargesheet.

6. Dasti Copy of the orders, if directed by Ld. Judicial Officers then the Reader/Ahlmad/Asstt. Ahlmad of the concerned court shall send digitally signed copy of the same to the Lawyer/Litigant and the same will be treated as Dasti Copy.

7. Copies of the Orders/Judicial Proceedings (as per law) in bail applications/ other applications/correspondences viz. Superdari, Jamatalashi, Traffic Challan of impounded vehicle, Status Reports etc. which pertain to establishment of Chief Metropolitan Magistrate shall be sent by the concerned staff/official on duty on that particular day to all the concerned stakeholders and soft copies of the orders/judicial proceedings passed on a particular day shall be sent to the Branch Incharge, Computer Branch, Rohini Courts for uploading the same on website preferably on the same day.

8. The Branch Incharge, Computer Branch shall create a separate icon/tag viz. **"ORDERS PASSED W.E.F 16th August 2021 TO 28th August 2021"** and upload all the orders/judicial proceedings on the website under this icon/tag for easy accessibility to the Litigants and Lawyers.

9. Bail application(s) filed through Delhi Legal Services Authority shall also be filed in soft form on the email IDs of the concerned court. Necessary steps be taken at the end of Secy. (DLSA) (North), Rohini Courts.

10. The cases/applications/chargesheet filed in the Filing Branch, Rohini Courts in physical form shall be opened by Branch Incharge, Filing Section, Rohini Courts after expiry of 3 days and the files shall be then registered as per law and placed before the Concerned Authority for their assignment/marking. However, regarding physical filing (in already pending cases) of pleadings, interlocutory applications, replications, documents and affidavits etc., it is ordered that the same shall be filed through e-mode only via email of the concerned court. No paper shall be accepted physically in the court.

11. All the complaints of 138 NI Act shall continue to be filed through e-filing portal only.

12. The Ministerial Staff/Official on Duty on that particular day of the courts (except the courts of CMM Establishment) shall be responsible for uploading the orders/judicial proceedings on CIS.

13. Lawyers/Litigants are advised to check the website of North District daily to get the update/progress of their case as well as any other directions passed periodically by the undersigned.

14. Physical inspection of the court record/files is disallowed till 28.08.2021.

15. The Judicial Officers presiding over the designated courts/special courts i.e. POCSO, SC/ST, TADA, POTA, MACOCA etc. shall continue to deal with the remand work etc. of their concerned court through video-conferencing.

(SWARANA KANTA SHARMA)
Principal District & Sessions Judge
North Distt., Rohini Courts.

No. 24062-24116/Judl./North/RC/2021 Dated :- 12.08.2021

Copy forwarded for information and necessary action to :

1. The Ld. Registrar General, Hon'ble High Court of Delhi.
2. The Ld. Principal District & Sessions Judge(HQs.), Tis Hazari Courts, Delhi.
3. The Ld. Principal District & Sessions Judge (NW), Rohini Courts, Delhi.
4. All the Judicial Officers.
5. The Officer Incharge, Pool Car Section, Rohini Courts, Delhi.
6. DDO/Accounts Branch, North District, Rohini Courts.
7. President/Hony. Secretary, Rohini Court Bar Association.
8. The Deputy Commissioner(s) of Police (Outer-North, Rohini, North-West).
9. The Chief Prosecutor, North, Rohini Courts.
10. Dealing Official, Facilitation Centre, Rohini Courts, Delhi.
11. Branch Incharge, Filing Section, Rohini Courts, Delhi.
12. Branch Incharge, Computer Branch for necessary action.
13. The Website Committee (English/Hindi), Tis Hazari Courts, Delhi.
14. PS to the undersigned.
15. Reader to the undersigned.
16. The Incharge, Care taking Branch, Rohini Courts, Delhi with request to put the same on all the Notice Boards and all the gates of Rohini Courts Complex and to make necessary arrangements.
17. Branch Incharge, R&I for uploading on Layers.

(SWARANA KANTA SHARMA)
Principal District & Sessions Judge
North Distt., Rohini Courts.