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

O R D E R

Pursuant to the directions contained in Office Order no. 35/RG/DHC/2021 dated 14th January 2021 of the Hon'ble High Court of Delhi, the roster of Judicial Officers (as per Column No. B) posted in North District, Rohini Courts, Delhi who shall hold court physically as per days mentioned in Column No. A **w.e.f 1st March 2021 till 12th March 2021 (13th & 14th are holidays being Second Saturday and Sunday)** is as under:-

Days (Column A)	**Name of Duty Judge for physical hearing (DHJS & DJS)**
All working Monday Wednesday Friday	Sh. Pankaj Gupta, ADJ-01, **R. No. 312**
	Sh. Gagandeep Singh, Spl Judge NDPS Act. **R. No. 207**
	Ms. Smita Garg, ASJ-03 **R. No. 305**
	Ms. Rekha, ADJ-02 **R. No. 314**
	Sh. Shivaji Anand, ASJ-04 **R. No. 206**
	Ms. Vandana, ASJ-05(POCSO) **R. No. 302**
	Ms. Shefali Sharma, ASJ (FTSC)(POCSO) **R. No.308**
	Ms. Ekta Gauba Mann, PO/MACT-01 **R. No. 12**
	Sh. Satvir Singh Lamba, CMM **R. No. 115**
	Ms. Rashmi Gupta, MM-06 **R. No. 320**
	Ms. Upasna Satija, MM (Mahila Court-2) **R. No. 104**
	Ms. Divya Malhotra, MM-01 **R. No. 116**
	Sh. Mayank Goel, MM-03 **R. No. 213**
	Ms. Tapasya Agarwal, MM-02 **R. No. 319**
All working Tuesday Thursday Saturday	Ms. Swarana Kanta Sharma, Principal District & Sessions Judge, **R.No. 404**
	Ms. Barkha Gupta, District Judge (Comm. Court) **R. No. 307**
	Sh. D. K. Jangala, PO MACT-02 **R. No. 13**
	Sh. Jagdish Kumar, ASJ/Spl. Fast Track Court **R.No. 204**
	Sh. Rakesh Kumar-III, ASJ-02 **R. No. 202**
	Ms. Anu Aggarwal, ADJ-04 **R. No. 407**
	Sh. Vinay Singhal, ASJ-01 (POCSO) **R.No. 306**
	Sh. Sunil Kumar, ADJ-03

	R. No. 301
	Ms. Aanchal, JSCC/ASCJ/Gdn Judge **R. No. 111**
	Sh. Dhirender Rana, SCJ/RC **R. No. 214**
	Sh. Jagmohan Singh, ACMM **R. No. 117**
	Sh. Virender Singh, ACJ/CCJ/ARC **R. No. 215**
	Sh. Vaibhav Mehta, MM-05 **R.No. 114**
	Sh. Kautuk, MM-04 **R. No. 110**
	Ms. Richa Sharma, MM-07, **R. No. 06**
	Ms. Neha Mittal, MM (Mahila Court-1) **R. No. 103**
	Sh. Kumar Rahul, Civil Judge **R. No. 218**

Note:-

(i) **In criminal cases, the production of UTPs before physical hearing day of Courts shall be done by DG(Prisons) or Incharge, Lockup, Rohini Courts as per Circular No. PD&SJ/Sectt./N&NW/RC/2021/3677-3768 dated 28th January 2021 & Corrigendum No. PD&SJ/Sectt./NW/RC/2021/4707-4801 dated 30th January 2021 and their cases be taken up on priority basis and evidence be also recorded in such matters.**

(ii) All the Judicial Officers shall hold their Court Physically on the allocated days as mentioned above and on the remaining working days they shall hold the court via virtual mode and they shall deal with the cases of their own court listed for that particular day.

(iii) All the Judicial Officers shall record evidence while scrupulously adhering to the norms of social distancing, when holding Courts physically.

(iv) All the Judicial Officers shall allow the Lawyer/Litigant who wants to participate in the court proceeding through virtual mode even on the date of physical hearing of court.

(v) Ld. ACJ (North) is directed to do the needful for implementation of SOPs as laid down by the Ld. Principal District & Sessions Judge (HQs) in the letter dated 19.08.2020 addressed to Ld. Registrar General, Hon'ble High Court of Delhi.

(vi) Physical Court sitting Hours for the period w.e.f. 01.02.2021 till further orders shall be 10:00 am to 03:30 pm (with two sessions 10:00 am to 12:30 pm and 02:00 pm to 03:30 pm). During 12:30 pm to 01:30 pm the Judicial Officers will complete dictation/correction work from their respective chambers and sanitation staff will complete deep cleaning of the courtrooms.

(vii) The Judicial Officers dealing with the criminal jurisdictions are directed to ensure that in order to prevent over crowding in the court rooms, services of Naib Court be utilized for delivering/collecting daily dak only. The Naib Court shall be allowed to remain present in court rooms during the proceedings as per the directions of the concerned court.

(viii) Daily deep cleaning of all court rooms shall be carried out before opening of courts, between 12:30 pm to 01:30 pm and at 4:00 pm.

(ix) Physical filing (of new cases) shall continue by way of box system as the same is working well till now. Hence, no change is required as this stage. However, regarding physical filing (in already pending cases) of pleadings, interlocutory applications, replication, 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 physically accepted across the bar during physical hearing.

(x) Entry in Court Room for attending physical hearings shall stand restricted to only one Advocate per party at a time, whose vakalatnama is on record. Standing Counsel/Nominated counsel for any of the party/entity shall be allowed to enter whose case is listed for physical hearing on that particular day subject to restriction of one Advocate per party.

(xi) During the physical hearing, lawyers of only one case will be allowed to enter the court room, maintaining social distancing norms. No party in person, Juniors, interns, advocate's clerk (Munshi), party in person/litigants will be allowed to enter the court room. However, when the *ex-parte* evidence is being recorded, Courts may permit the concerned witness in Court subject to social distancing and hygiene norms. In case, where party in person pursuing the case himself/herself without any legal assistance may be allowed to enter, subject to directions of concerned court.

(xii) The entrants in court rooms (Advocates, party in person, police officials, etc.) above the age of 65 years and those suffering from co-morbidities shall be refrained to attend the physical hearing.

(xiii) Persons having symptoms of flu, fever, cough etc. are not allowed to enter inside the court complex.

(xiv) Every visitor (Advocate, Police Officials, Court Staff, PWD Officials, and others) are directed to strictly adhere the norms of social distancing, wearing of face mask all the time, undergoing thermal scanning at the designated entry points, sanitizing the hand before the entry within the Court Complex. It is in the interest of all stakeholders to adherence of all the guidelines/directions/advisories/SOPs issued by the Government of India/Govt. of NCT of Delhi in regard to combat spread of Covid-19 pandemic.

(xv) It is directed that all the Advocates/party in person or any other stakeholders attending physical hearing shall leave the Court Complex, once their matter is over.

(xvi) Existing Covid Committee (To take stock of hygiene and cleanliness in Rohini Court Complex and Lawyers Chamber Building and to take remedial steps to avoid the effect of Coronavirus (2019-nCOV) on day to day basis) shall act as a Task Force to ensure better co-ordination with the Members of RCBA and shall ensure adherence to social distancing norms inside Rohini Court Complex.

(xvii) No official functions shall be held or organized till further orders without prior permission of the undersigned .

(xviii) The Judicial Officers are requested not to proceed on leave on the dates of physical hearing unless and until there is extreme urgency.

(xix) All the Ministerial Staff shall attend the office on all working days.

26/2/21

(SWARANA KANTA SHARMA)
PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH DISTRICT, ROHINI COURT, DELHI.

Copy forwarded for information and necessary action to :-

No. 7658-7721 /PD&SJ Sectt./COVID/North/RC/2021 Dated: 26/02/2021

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 (North-West), Rohini Courts, Delhi.
4. All the Judicial Officers posted in North District, Rohini Courts, Delhi.
5. The Chief Prosecutor, Prosecution Branch, North District, Rohini Courts, Delhi.
6. The Director General(Prison), Tihar Jail Delhi with the request to circulate to all the concerned.
7. The Officer In-charge, Pool Car Section, Rohini Courts, Delhi.
8. DDO/Accounts Branch, North District, Rohini Courts.
9. The Commissioner of Police, ITO, PHQ, Delhi.
10. The Secretary Bar Association, Rohini District Court/Tis Hazari/Patiala House/Karkardooma/Saket/ Dwarka/RACC Delhi.
11. The Deputy Commissioners of Police, Outer-North/Rohini/North-West/Outer.
12. Dealing Official, Facilitation Centre, Rohini Courts, Delhi.
13. Branch In-charge, Filling Section, Rohini Courts, Delhi.
14. Branch In-charge, Computer Branch to upload the same on the official website of North District, Rohini Courts, Delhi.
15. The Website Committee (English/Hindi), Tis Hazari Courts, Delhi.
16. PS to the undersigned.
17. Reader to the undersigned.
18. The In-charge, 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.
19. Branch In-charge, R&I for uploading on Layers.

26/2/21

PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH DISTRICT, ROHINI COURT, DELHI.