

**OFFICE OF THE DISTRICT & SESSIONS JUDGE  
NORTH-WEST DISTRICT::ROHINI COURTS::DELHI**

**ORDER**

Consequent upon the directions contained in Office Order No.R-159/RG/DHC/2020 dated 02.05.2020 of Hon'ble High Court of Delhi vide which it is informed that "**Hon'ble Administrative and General Supervision Committee has been pleased to order that the functioning of the Courts Subordinate to Delhi High Court shall continue to remain suspended till 17<sup>th</sup> May 2020 on the same terms,**" and in continuation of this office's Order No.13817-872/F2(9)/Judl./N-W/RC/2020 dated 15.04.2020, Ms. Geeta Manocha, AO(J), (Mob.:9650132255), appointed by the Ld. District & Sessions Judge(HQs), is further directed to attend all telephonic calls of Lawyers/Litigants for the matters to be listed being urgent in nature, according to the following duty roster which will be effective from **4<sup>th</sup> May, 2020 to 17<sup>th</sup> May, 2020:-**

S. No.	Date of Duty	Name of Duty Judge
1.	04.05.2020	Sh. Vinod Kumar, Distt. Judge(Commercial Courts)
2.	05.05.2020	Sh. Bhupinder Singh, ASJ-01/POCSO
3.	06.05.2020	Ms. Preeti Agrawal Gupta, ASJ(Spl. FTC)
4.	08.05.2020	Sh. Rajesh Malik, ASJ/Elec.
5.	11.05.2020	Ms. Raj Rani, ASJ-04/POCSO
6.	12.05.2020	Sh. Devender Nain, ASJ-05/POCSO
7.	13.05.2020	Ms. Kiran Gupta, ASJ-03
8.	14.05.2020	Sh. Amit Bansal, PO-MACT
9.	15.05.2020	Sh. Ajay Pandey, ADJ-02
10.	16.05.2020	Sh. Devender Kr. Garg, ADJ-03

**{ 7<sup>th</sup> May 2020 & 9<sup>th</sup> May 2020 are holidays being Buddha Purnima and Second Saturday and 10<sup>th</sup> May 2020 & 17<sup>th</sup> May 2020 are holidays being Sunday(s) }**

**Note:-**

1. The undersigned shall be available on all the above said dates for administrative work.
2. The process of deciding urgency of matter, procedure for listing & hearing of urgent matter through Video Conferencing and other guidelines laid down by undersigned vide order dated 8<sup>th</sup> April 2020 (<https://districts.ecourts.gov.in/sites/default/files/Order%20for%20video%20conferencing%20new%201%281%29.pdf>) and No.D&SJ(N&N-W)/Sectt./RC/2020/14475-14560 dated 21<sup>st</sup> April 2020 (<https://districts.ecourts.gov.in/sites/default/files/Additional%20directions%20qua%20listing%20and%20hearing%20of%20urgent%20matters%20through%20Video%20Conferencing%200.pdf>) shall remain to be operational till further orders.
3. The number of Judicial Officers on a given day may be increased depending upon the number of urgent matters. Ms. Geeta Manocha, AO(J) or Branch In-Charge, Filing Section shall intimate the undersigned qua the number of urgent matters a day in advance to determine if more Judicial Officers are required for the duty to prevent Lawyers/Litigants unnecessarily waiting in the court complex.
4. The Duty Judge shall deal only with matters which require an urgent hearing viz. urgent stay matters, urgent matters of civil/criminal jurisdictions, urgent matters under Rent Control Act (Court of ADJ's Level) and urgent bail applications.
5. The Duty Judge shall hold the hearing of the urgent matters/cases preferably through Video-Conferencing via CISCO-WEBEX. The Branch In-Charge, Computer Branch, Rohini Courts shall facilitate the holding of Video-conferencing for the purpose of hearing of the cases and he shall also assist the concerned Lawyers/Litigants in this regard.
6. The Duty Judge is requested to ensure that the norms of social distancing is strictly adhered to.
7. All the Lawyer/Litigant seeking urgent hearing in the matters are requested to call Ms. Geeta Manocha, AO(J) during office hours only. The concerned Duty Judge shall decide as to whether the matter being asked by Lawyer/Litigant is of urgent in nature or not. If the Duty Judge is satisfied, he/she shall dispose of the matter preferably by Video-Conference. The Duty Judge shall be assisted by his/her own staff and shall inform their own court staff to remain present by that particular time.
8. It shall be the duty of Branch Incharge, Filing Section, Rohini Courts, Delhi to inform qua date & time of the listing of urgent matter to Lawyer/Litigant.





9. Branch Incharge, Computer Branch, Rohini Courts, Delhi is directed to send URL/Meeting ID of CISCO WEBEX Meeting App to the Lawyer/Litigant well in time so as to avoid any convenience to them.
10. Ms. Savita Kumari AO(J) (Mob. 9818464529) shall work as link of Ms. Geeta Manocha.
11. The Duty Judge to call only those staff who are residing in Delhi and are using their own conveyance.
12. The Judicial Officer available on the date mentioned against his/her name shall act as Officiating District & Sessions Judge on that particular day and shall look after the Administrative Work of the North District. However, any correspondence with the Hon'ble High Court and other Ld. District & Sessions Judge(s) shall be made only with the prior telephonic concurrence of the undersigned.
13. It is further ordered that all the Judicial Officers posted in North-West District shall not leave the station under any circumstances and they shall always be available on call and would be deemed to be on duty. In case any urgency, the undersigned may call upon them to report back for duty immediately.
14. Lawyers/Litigants are requested to use Video-Conferencing for addressing the arguments so that overcrowding is avoided and social distancing is also maintained. Order regarding procedure to be followed to address the arguments via video conferencing is uploaded on the website of North-West District, Rohini Courts.
15. If any **Lawyer/Litigant is not in a position to handle video-conferencing** from his/her respective homes/offices then he/she can avail facility of addressing arguments through video-conferencing from **R.No.16 (Bar Room) at Ground Floor, Main Court Building, Rohini Courts Complex** which have been made functional.
16. The Duty Judge may hold the court in R. No.106, 1st Floor, Rohini Courts, Delhi for the purpose of hearing via Video-Conferencing.
17. Sh. Raman Gupta, Branch Incharge, Computer Branch, Rohini Courts (Mob. 9212913427) of his technical team (011-27554439) can be contacted for the purpose of hearing of arguments via video-conferencing

  
(R.P.PANDEY)

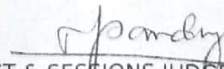
DISTRICT & SESSIONS JUDGE(NORTH-WEST)

ROHINI COURT::DELHI

No. 15232-15288 F2(9)/JudI./COVID/NW/RC/2020 Dated 02/05/2020

**Copy forwarded for information and necessary action to :-**

1. The Ld. Registrar General, Hon'ble High Court of Delhi.
2. The Ld. District & Sessions Judge(HQs.), Tis Hazari Courts, Delhi.
3. The Ld. District & Sessions Judge (North), Rohini Courts, Delhi.
4. The Chief Metropolitan Magistrate, North-West District, Rohini Courts, Delhi.
5. The Senior Civil Judge, North-West District, Rohini Courts, Delhi.
6. The Administrative Civil Judge, North-West District, Rohini Courts, Delhi.
7. All the Judicial Officers.
8. The Chief Prosecutor, Prosecution Branch, North-West District, Rohini Courts, Delhi.
9. The Officer Incharge, Pool Car Section, Rohini Courts, Delhi.
10. DDO/Accounts Branch, North-West District, Rohini Courts.
11. The Commissioner of Police, ITO, PHQ, Delhi.
12. President/Hony. Secretary, Rohini Court Bar Association.
13. The Deputy Commissioner of Police (Outer-North, Rohini, North-West, Outer)
14. Dealing Official, Facilitation Centre, Rohini Courts, Delhi.
15. Branch Incharge, Filing Section, Rohini Courts, Delhi.
16. Branch Incharge, Computer Branch to upload the same on the official website of North-West Distt., Rohini Courts, Delhi.
17. The Website Committee (English/Hindi), Tis Hazari Courts, Delhi.
18. PS to the undersigned.
19. Reader to the undersigned.
20. 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.
21. Branch Incharge, R&I for uploading on Layers.

  
DISTRICT & SESSIONS JUDGE(NORTH-WEST)  
ROHINI COURT::DELHI