

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

ORDER

Consequent upon the directions contained in Office Order No. R-235/RG/DHC/2020 dated 16th May 2020 of Hon'ble High Court of Delhi vide which it is informed that "**Hon'ble Administrative and General Supervision Committee of Hon'ble High Court of Delhi has been pleased to order that the functioning of the Courts Subordinate to Delhi High Court shall continue to remain suspended till 23rd May 2020 as per directions already issued,**" Ms. Geeta Manocha, AO(J), (Mob.:9650132255) appointed by Ld. District & Sessions Judge(HQs) is further directed to attend all the telephonic calls of Lawyers/Litigants wherein he/she asks for the matter to be listed being urgent in nature according to the following duty roster which will be effected from 18th May 2020 to 23rd May 2020 :-

S. No.	Date of Duty	Name of Duty Judge
1.	18.05.2020	Sh. Sanjay Jindal, ADJ-04
2.	19.05.2020	Sh. Devender Kr. Garg, ADJ-03
3.	20.05.2020	Sh. Ajay Pandey, ADJ-02
4.	21.05.2020	Ms. Raj Rani, ASJ-04/POCSO
5.	22.05.2020	Ms. Kiran Gupta, ASJ-03
6.	23.05.2020	Sh. Rajesh Malik, ASJ/Elec.

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 8th 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 21st April 2020 (https://districts.ecourts.gov.in/sites/default/files/Additional%20directions%20qua%20listing%20and%20hearing%20of%20urgent%20matters%20through%20Video%20Conferencing_0.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. The 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 unnecessary waiting in the court complex. For the aforesaid purpose, a roster of following Judicial Officers, who can be called on short notice by the undersigned is made :

S.No.	Name of the Judicial Officer
1.	Sh. Vinod Kumar, District Judge(Comm.Court)
2.	Ms. Preeti Agrawal Gupta, ASJ/Spl.FTC
3.	Sh. Mukesh Kumar Gupta/ADJ-1 + MACT
4.	Sh. Amit Bansal, PO-MACT
5.	Sh. Rakesh Kumar-IV, ASJ-02/Spl.NDPS
6.	Sh. Devender Nain/ASJ-05
7.	Sh. Bhupinder Singh/ASJ-01(POCSO)

These Officers are also directed to ensure that the requisite staff of their court is available and be called on short notice on the day they are deputed for duty.

4. The Duty Judge shall deal only matters which require an urgent hearing viz. urgent stay matters (only ADJ level), urgent matters of criminal jurisdictions, urgent civil and rent matters (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 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 thereafter she will immediately send the softcopy of the same via whatsapp/email to the concerned Duty Judge to decide as to whether the matter being asked by Lawyer/Litigant is of urgent in nature or not. If the Duty Judge is satisfied with the matter then 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 the date of the listing of urgent matter to Lawyer/Litigant.
9. The Reader of the concerned duty judge shall inform the timing of hearing to the Lawyer/Litigant.
10. 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.
11. Ms. Savita Kumari AO(J) (Mob. 9818464529) shall work as link of Ms. Geeta Manocha.
12. The Duty Judge shall preferably call only those staff who are residing in Delhi and are using their own conveyance.
13. 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-West 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.
14. 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.
15. 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 already uploaded on the website of North-West District, Rohini Courts.
16. 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.
17. The Duty Judge shall hold the court in R. No.106, 1st Floor, Rohini Courts, Delhi for the purpose of hearing via Video-Conferencing.
18. 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

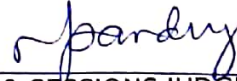
Copy forwarded for information and necessary action to :-

No. 16469-522 F2(9)/Judl./COVID/NW/RC/2020

Dated 16/05/2020

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.



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