OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE, SOUTH DISTRICT, SAKET COURTS COMPLEX, NEW DELHI

No. Judl-II/F.7/South/Saket/2020/**LKD-**390 dated, New Delhi the : 29-09-2020

OFFICE ORDER

The Hon'ble High Court of Delhi, vide communication no. 417/RG/DHC/ 2020 dated 27.08.2020 and letter dated 20.09.2020, has directed to continue partial physical functioning of Courts, while ensuring that 1/4th to 1/5th of the Courts hold physical hearings on every working day. In compliance of the aforesaid directions of the Hon'ble High Court of Delhi and in continuation of order no. Judl.II/F.7/South/Saket/2020/LKD-251 dated 30.08.2020 the following Duty Roster of the Judges of South District (Saket Courts), for holding Courts through physical hearings **with effect from 01.10.2020 till 31.10.2020** is issued:

ROSTER FOR HOLDING COURTS THROUGH PHYSICAL HEARING

Sl. No	Name of Judicial Officer	Designation	Room No.	Date and Time
				Roster of the courts for the month of October-2020 for holding physical hearing on every working day from 10:30 AM to 03:30 PM (First Session from 10:30 AM to 12:30 PM and Second Session from 02:00 PM to 03:30 PM) while rest will continue to hold hearings through video conferencing.
1.	**Ms. Poonam A. Bamba**	Principal District & Sessions Judge	300, Third Floor	05, 09, 13, 16, 20 & 22
2.	**Sh. Ramesh Kumar-I**	District Judge (Commercial Court)-01	614, Sixth Floor	03, 07, 14, 19 & 26
3.	**Sh. Vinay Kumar Khanna**	District Judge (Commercial Court)-02	503, Fifth Floor	01, 08, 15, 21 & 28
4.	**Sh. Atul Kumar Garg**	PO MACT	014, Ground Floor	06, 12, 17, 23, 27 & 29
5.	**Sh. Nikhil Chopra**	ADJ-02	606, Sixth Floor	01, 07, 13, 17 & 22
6.	**Ms. Vineeta Goyal**	ASJ (SFTC)	304, Third Floor	05, 09, 15, 20 & 26
7.	**Sh. Bhupesh Kumar**	Spl. Judge (NDPS)	505, Fifth Floor	05, 09, 15, 20 & 26
8.	**Sh. Sanjeev Kumar Singh**	ASJ (Electricity)	504, Fifth Floor	01, 07, 13, 17 & 22
9.	**Sh. Sudesh Kumar-II**	ASJ-02	303, Third Floor	03, 08, 14, 19, 23 & 28
10.	**Sh. Sanjeev Kumar-II**	ADJ-04	602, Sixth Floor	05, 09, 15, 20 & 26
11.	**Dr. Saurabh Kulshreshtha**	ASJ-01 (POSCO)	302, Third Floor	01, 07, 13, 17 & 22
12.	**Sh. Sumit Dass**	ADJ-03	607, Sixth Floor	06, 12, 16, 21, 27 & 29
13.	**Ms. Priya Mahendra**	ASJ-04 (POSCO)	501, Fifth Floor	03, 08, 14, 19, 23 & 28

Sl. No	Name of Judicial Officer	Designation	Room No.	Date and Time
				Roster of the courts for the month of October-2020 for holding physical hearing on every working day from 10:30 AM to 03:30 PM (First Session from 10:30 AM to 12:30 PM and Second Session from 02:00 PM to 03:30 PM) while rest will continue to hold hearings through video conferencing.
14.	Ms. Jyoti Kler	ASJ-05 (POSCO)	605, Sixth Floor	06, 12, 16, 21, 27 & 29
15.	Ms. Pooja Talwar	ADJ-01	601, Sixth Floor	03, 08, 14, 19, 23 & 28
16.	Ms. Chetna Singh	ASJ-03	306, Third Floor	06, 12, 16, 21, 27 & 29
17.	Sh. Jay Thareja	CMM	216, Second Floor	03, 07, 12, 15, 19, 22 & 26
18.	Sh. Sushant Changotra	SCJ-cum-RC	001, Ground Floor	05, 09, 15, 20 & 26
19.	Sh. Ankit Singla	ACMM	215, Second Floor	01, 06, 09, 14, 17, 21 & 28
20.	Ms. Charu Gupta	JSCC/ASCJ/GJ	002, Ground Floor	01, 07, 13, 17 & 22
21.	Ms. Mayuri Singh	MM (Mahila Court)-01	208, Second Floor	01, 07, 13, 17 & 22
22.	Sh. Dharmender Singh	ACJ/CCJ/ARC	204, Second Floor	03, 08, 14, 19, 23 & 28
23.	Ms. Anjani Mahajan	MM (Mahila Court)-04	006, Ground Floor	05, 09, 15, 20 & 26
24.	Sh. Anurag Dass	MM-01	214, Second Floor	05, 08, 13, 16, 20, 23 & 27
25.	Ms. Saloni Singh	MM (Mahila Court)-02	209, Second Floor	03, 08, 14, 19, 23 & 28
26.	Sh. Anuj Kumar Singh	MM-03	212, Second Floor	01, 06, 09, 14, 17, 21 & 28
27.	Ms. Tanya Bamniyal	MM-02	213, Second Floor	03, 07, 12, 15, 19, 22 & 26
28.	Ms. Swati Gupta	MM (Mahila Court)-03	012, Ground Floor	06, 12, 16, 21, 27 & 29
29.	Sh. Vivek Kr. Agarwal	MM-04	211, Second Floor	05, 08, 13, 16, 20, 23 & 29
30.	Sh. Vinik Jain	MM (NI Act)-03	207, Second Floor	05, 12, 17 & 23
31.	Ms. Shilpi Singh	MM (NI Act)-04	202, Second Floor	06, 13, 19 & 26
32.	Ms. Alka Singh	MM (NI Act)-02	612, Sixth Floor	03, 09, 16 & 22
33.	Ms. Apoorva Rana	MM (NI Act)-01	611, Sixth Floor	01, 08, 15, 21 & 28
34.	Ms. Bharti Garg	CJ-01	003, Ground Floor	06, 12, 16, 21, 27 & 29
35.	Sh. Animesh Kumar	MM (NI Act)-05	305, Third Floor	07, 14, 20, 27 & 29

Notes:-

1. The Judicial Officers shall hold Court through physical hearings as per the aforesaid roster on the dates mentioned against their names. On the remaining days, the Officers, shall hold Court through virtual hearings/ video conferencing.

2. The Court timings in case of physical hearings shall be from **10:30 am to 03:30pm [First Session from 10:30 am to 12:30 pm and Second Session from 02:00pm to 03:30pm]**. During the break from 12:30pm to 01:30pm, the sanitation staff will carry out deep cleaning of the court building.

3. The Court timings in case of virtual/ VC hearings shall be from **10:00 am to 04:00pm, with lunch break from 01:30 pm to 02:00 pm**.

4. Criminal cases fixed for arguments on charge; arguments on miscellaneous applications and final arguments, etc. will be taken up through video conferencing. Criminal cases fixed for framing/ signing of Charge, recording of Statement of Accused (where accused is on bail) and recording of Defence Evidence and Criminal Appeals will be taken up through physical hearing.

5. Civil Cases fixed for preliminary examination of plaint/petition /appeal/interlocutory applications, order for issuance of summons/notice, completion of pleadings and Admission/Denial on affidavits, framing of Issues, filing of Evidence Affidavits and arguments for disposal of interlocutory applications will be taken up through video conferencing; recording of evidence shall be through video conferencing only in ex-parte and uncontested cases, guardianship cases, adoption cases, mutual consent divorce cases etc. Civil matters such as Civil Appeals, Rent Control Appeals and other civil appeals under special laws, like Public Premises Act, DMC Act etc. will be heard through physical hearings.

6. The Judicial Officers shall have the discretion to take up any matter (even if falling in the aforesaid categories) through physical hearing or video conferencing, as considered appropriate, and keeping in mind any request made by the parties/advocates in this respect.

7. The cases filed physically during the lockdown period shall also be taken up for preliminary hearing through video conferencing or physical hearing, as the case may be.

8. Litigants (who are represented by an Advocate) need not personally visit the Court complex in connection with the hearing of their cases, unless they are so directed by the Court concerned.

9. The applications for obtaining certified copies of record / inspection of judicial record can either be filed on the email id of the concerned court (and if such applications are allowed, the order(s) of preparation of copy will be communicated to the applicant(s) through email) or such applications can be filed physically by putting the same in the petition box kept in the Court / Copying agency Counter, however the applications which are filed physically, shall be processed after three days.

10. No pleadings, applications, documents, etc. shall be permitted to be filed across the dais in the Court and the same shall either be handed over to the Ahlmad in a closed envelope or be put in the petition box in the Court and in either case, the same shall be processed after three days.

11. No person who is without a face mask or is suffering from any Covid-19 symptoms shall be allowed entry in the Court Complex. All persons visiting the Court Complex shall maintain physical/ social distancing and shall scrupulously comply with all the guidelines/ directions/ SOPs issued by the Court Administration/ other authorities.

12. The Under-Trial Prisoners shall continue to be produced through video conferencing only.

(POONAM A BAMBA)
PRINCIPAL DISTRICT & SESSIONS JUDGE
South District, Saket Courts Complex,
New Delhi

No. Judl-II/F.7/South/Saket/2020/**LKD-**390 dated, New Delhi the 29-09-2020

Copy forwarded for information and necessary action to:

1) The Registrar General, Hon'ble High Court of Delhi.
2) The Ld. District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3) All the Judicial Officers posted in South District, Saket Courts, New Delhi.
4) Officer In-Charge, Computer Branch, Saket Courts, New Delhi.
5) Officer In-Charge, Bail & Filing, South District, Saket Courts, New Delhi.
6) The Judge In-Charge, Mediation Centre, Saket Court Complex, New Delhi.
7) The Secretary, DLSA, South District, Saket Courts, New Delhi.
8) The Chief Public Prosecutor South District, Saket Courts, New Delhi.
9) The Secretary Bar Association, Saket Courts, New Delhi.
10) The Director General (Prisons), Central Jail, Tihar, New Delhi.
11) The PRO, Saket Courts, New Delhi.
12) The Caretaking Branch, South District, Saket Courts, New Delhi.
13) PA/Reader to the Ld. District & Sessions Judge South.
14) R & I Branch for uploading on LAYERS.

(POONAM A BAMBA)
PRINCIPAL DISTRICT & SESSIONS JUDGE
South District, Saket Courts Complex,
New Delhi