OFFICE OF THE DISTRICT & SESSIONS JUDGE
South District, Saket Court Complex, New Delhi

CIRCULAR

Subject : Arrangements to Combat the Pandemic of COVID-19

In view of the notification No. 155/RG/DHC/2020 dated 20.03.2020 of the Hon'ble High Court of Delhi, following directions are issued for the Judicial Officers posted in South District:

1. The Judicial Officers shall hold courts as per Annexure 'A' and shall remain available during the working hours for taking up fresh urgent matter of the courts assigned to them. The Judicial Officers, who are not holding the courts on a particular day, shall not be required to report for duty on that day.

2. The Judicial Officer who is required to hold the court everyday on account of particular/special jurisdiction, may leave the court premises after finishing his/her entire board and after intimating the Ld. District & Sessions Judge (South). The Judicial Officer may release the staff attached to his/her court also, while ensuring that at least one court official is available during the working hours, intimation of which shall also be given by the concerned Judicial Officer to the Administration Branch, before leaving the Court.

3. The Judicial Officers holding the courts are directed to ensure that the requisite details of the cases taken up by them, with respect to next date of hearing and its purpose is uploaded through Case Information System (CIS) on the same day by Reader when available, and by Ahlmad/ Asst. Ahlmad when Reader is not available.

(POONAM A BAMBA)
DISTRICT & SESSIONS JUDGE SOUTH
Saket Court Complex, New Delhi

No. Judl-II./F.7/South/Saket/2020-6048-6096 Dated, New Delhi the 21-03-20

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. The Judge In-Charge, Mediation Centre, Saket Court Complex, New Delhi.
6. The Secretary, DLSA, South District, Saket Courts, New Delhi.
7. Chief Public Prosecutor South District, Saket Courts, New Delhi.
8. The Secretary Bar Association, Saket Courts, New Delhi.
9. The Director General (Prisons), Central Jail, Tihar, New Delhi.
10. The PRO, Saket Courts, New Delhi.
11. The Caretaking Branch, South District, Saket Courts, New Delhi.
12. PA/Reader to the Ld. District & Sessions Judge South.
13. R & I Branch for uploading on **LAYERS**.

21/3/2020

(OFFICER IN-CHARGE)
JUDICIAL BRANCH, SOUTH
Saket Court Complex, New Delhi

Annexure-A

S. No.	Name of the Judicial Officer	Designation	Room No.	Date of duties	Work to be looked after
District & Sessions Judge and Special Courts					
1	Ms. Poonam A. Bamba	District & Sessions Judge South	300	23.03.2020 to 31.03.2020	
2	Ms. Vineeta Goyal	ASJ (Special Fast Track Court)	304	23.03.2020 to 31.03.2020	Own Court
3	Sh. Bhupesh Kumar	Spl. Judge (NDPS)	505	23.03.2020 to 31.03.2020	Own Court and Bail Matters as per Order No. 12/2020 dated 29.02.2020
4	Sh. Sanjeev Kumar Singh	ASJ (Electricity)	503	23.03.2020 to 31.03.2020	Own Court and Bail Matters as per Order No. 12/2020 dated 29.02.2020
Sessions Court					
5	Sh. Sudesh Kumar-II	ASJ-02	303	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Ms. Chetna Singh
6	Ms. Chetna Singh	ASJ-03	306	24.03.2020 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Sudesh Kumar -II
POCSO Courts					
7	Sh. Saurabh Kulshreshtha	ASJ-01 (POCSO)	302	26.03.2020 & 28.03.2020	Own Court and Court of Ms. Priya Mahendra and Ms. Jyoti Kler
8	Ms. Priya Mahendra	ASJ-04 (POCSO)	501	24.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Saurabh Kulsheshtra and Ms. Jyoti Kler
9	Ms. Jyoti Kler	ASJ-05 (POCSO)	605	23.03.2020, 25.03.2020, & 31.03.2020	Own Court and Court of Sh. Saurabh Kulsheshtra and Ms. Priya Mahendra
MACT					
10	Sh. Atul Kumar Garg	PO-MACT	14	23.03.2020 to 31.03.2020	Own Court and Bail Matters as per Order No. 12/2020 dated 29.02.2020
District Judge (Commercial Court)					
11	Sh. Ramesh Kumar-I	District Judge (Commercial Court)-01	614	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Vinay Kumar Khanna
12	Sh. Vinay Kumar Khanna	District Judge (Commercial Court)-02	503	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Ramesh Kumar-I
Additional District Judges					
13	Sh. Nikhil Chopra	ADJ-02	606	24.03.2020, 25.03.2020, 27.03.2020 & 31.03.2020	Own Court and Court of Ms. Pooja Talwar
14	Ms. Pooja Talwar	ADJ-01	601	23.03.2020, 26.03.2020, 28.03.2020 & 30.03.2020	Own Court and Court of Sh. Nikhil Chopra
15	Sh. Sumit Dass	ADJ-03	607	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Sanjeev Kumar-II
16	Sh. Sanjeev Kumar-II	ADJ-04	602	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Sumit Dass
SCJ, ARC, JSCC and Civil Judges					
17	Sh. Sushant Changotra	SCJ-cum-RC	1	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Dharmender Singh

	Name of the Judicial Officer	Designation	Room No.	Date of duties	Work to be looked after
18	Sh. Dharmender Singh	ACJ/CCJ/ARC	204	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Sushant Changotra
19	Ms. Charu Gupta	JSCC/ASCJ/GJ	2	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Ms. Bharti Garg
20	Ms. Bharti Garg	CJ-01	3	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Ms. Charu Gupta
CMM and ACMM					
21	Sh. Jay Thareja	CMM	216	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court, Court of Sh. Ankit Singla and Court of Ms. Shilpi Singh
22	Sh. Ankit Singla	ACMM	215	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court,Court of Sh. Jay Thareja and Court of Ms. Shilpi Singh
Metropolitan Magistrate					
23	Sh. Anurag Dass	MM-02	214	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Ms. Tanya Bamniyal
24	Ms. Tanya Bamniyal	MM-02	213	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Anurag Dass
25	Sh. Anuj Kumar Singh	MM-03	212	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Vivek Kumar Agarwal
26	Sh. Vivek Kumar Agarwal	MM-04	211	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Sh. Anuj Kumar Singh
MMs (Mahila Court)					
27	Ms. Saloni Singh	MM (Mahila Court)-02	209	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Ms. Mayuri Singh
28	Ms. Swati Gupta	MM (Mahila Court)-03	12	24.03.2020, 26.03.2020, 28.03.2020 & 31.03.2020	Own Court and Court of Ms. Anjani Mahajan
29	Ms. Anjani Mahajan	MM (Mahila Court)-04	6	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court, Court of Ms. Swati Gupta, Court of Ms. Mayuri Singh and Court of Ms. Saloni Singh
MM (NI Act)					
30	Ms. Apoorva Rana	MM-01 (N.I. Act)	611	23.03.2020, 25.03.2020, 27.03.2020 & 30.03.2020	Own Court and Court of Sh. Vinik Jain
31	Ms. Alka Singh	MM-02 (N.I. Act)	612	23.03.2020, 25.03.2020, 27.03.2020 & 31.03.2020	Own Court and Court of Sh. Animesh Kumar
32	Sh. Animesh Kumar	MM-05 (N.I. Act)	305	24.03.2020, 26.03.2020, 28.03.2020 & 30.03.2020	Own Court, Court of Ms. Alka Singh, Court of Sh. Vinik Jain and Court of Ms. Apoorva Rana

Note:-

- In case the Ld. District & Sessions Judge, South is on leave or otherwise unavailable, her work will be looked after by the next senior most Judge of the District.
- In case any Additional Sessions Judge dealing with bail/urgent applications is on leave or otherwise unavailable for duty, his/her work shall be looked after as per the link roster issued by the Ld. District and Sessions Judge, South, Saket Court, New Delhi.
- In case any Magistrate is on leave or otherwise unavailable for duty, his/her work shall be looked after as per the link roster issued by the Office of CMM, South District, Saket Court, New Delhi.
- In this roster, no duty has been assigned to Ms. Shilpi Singh, Ld. MM, NI Act-04, South District as she has intimated that she is on medical leave till 31.03.2020.
- In this roster, no duty has been assigned to Ms. Mayuri Singh, Ld. MM, Mahila Court-01, South District and Sh. Vinik Jain, Ld. MM, NI Act-03, South District as they have been assigned jail duty from 27.03.2020 to 31.03.2020.