

# जिल्हा व सत्र न्यायालय, वर्धा

## परिपत्रक

क्रमांक: ५३७/कोविड-१९/२०२०

दिनांक : १९/०९/२०२०

- वाचा :**
१. मा. उच्च न्यायालय, मुंबई यांची दिनांक ०३/०६/२०२० व १६/०६/२०२० रोजीची मानक कार्यप्रणाली (Standard Operating Procedure).
  २. मा. उच्च न्यायालय, मुंबई यांची दिनांक १५/०९/२०२० रोजीची मानक कार्यप्रणाली (Standard Operating Procedure).
  ३. जिल्हा व सत्र न्यायालय, वर्धा परिपत्रक क्रमांक ३९७/कोविड-१९/२०२०, दिनांक १६ जुलै, २०२०

मा. उच्च न्यायालय, मुंबई यांची दिनांक १५/०९/२०२० रोजीचे मानक कार्यप्रणालीच्या (Standard Operating Procedure) अनुषंगाने सर्व संबंधितांशी चर्चा विनिमय करून खालीलप्रमाणे परिपत्रक निर्गमित करण्यात येत आहे.

वर्धा जिल्हा न्यायिक जिल्हयातील सर्व न्यायालये दिनांक २१/०९/२०२० पासून सकाळी ११.०० ते दुपारी ०२.०० या एकाच सत्रात कार्यरत राहतील. त्याचप्रमाणे वर्धा जिल्हयातील सर्व न्यायालयांची कार्यालये सकाळी १०.३० ते दुपारी २.१५ या एकाच सत्रात कार्यरत राहतील.

वर्धा जिल्हा न्यायिक विभागात असलेली सर्व न्यायालये सकाळच्या केवळ एकाच सत्रात कार्यरत राहणार असल्यामुळे दोषारोप पत्रांची स्वीकृती आणि न्यायालयात दाखल करावयाचे दावे/अपील/तक्रार इत्यादींच्या स्वीकृती त्याच सत्रात केली जाईल.

वर्धा जिल्हातील सर्व न्यायालये व त्यांची कार्यालयांमध्ये दाखल करावयाच्या सर्व प्रकारच्या प्रकरणांबाबत, न्यायालयात प्रवेशाबाबत, न्यायालयाच्या ईमारतीत वावराबाबत, न्यायदालनात आणि अन्य कक्षांत प्रवेशाबाबत वर संदर्भ क्रमांक १ अन्वये मा. उच्च न्यायालय, मुंबई यांनी दिलेल्या निर्देशांचे काटेकोरपणे पालन करण्यात यावे.

वर्धा जिल्हयातील सर्व न्यायालये, तसेच कार्यालयातील प्रशासकीय व न्यायिक कामकाज संदर्भ क्रमांक २ मध्ये दिलेल्या मानक कार्यप्रणालीमधील (Standard Operating Procedure) दिलेल्या सुचनेनुसार करण्यात यावे. (सोबत दिनांक १५/०९/२०२० रोजीची मा. उच्च न्यायालयाच्या मानक कार्यप्रणालीची प्रत (Standard Operating Procedure) माहितीकरीता जोडलेली आहे.)

जिल्हा व सत्र न्यायालय, वर्धा

दिनांक : १९/०९/२०२०

स्वा./-

(आशुतोष नि. करमरकर)  
प्रमुख जिल्हा व सत्र न्यायाधीश,  
वर्धा

पृष्ठांकण क्रमांक : २९९४ /कोवीड-१९/२०२०

प्रतिलिपी माहितीकरिता सविनय सादर.

१. मा. महाप्रबंधक, उच्च न्यायालय, मुंबई

प्रतिलिपी माहिती व योग्य कार्यवाहीकरिता अग्रेषित :

१. जिल्हा न्यायाधीश-१/२ व अति./सहा. सत्र न्यायाधीश, वर्धा/हिंगणघाट
२. जिल्हा न्यायाधीश-३ व सहा. सत्र न्यायाधीश, वर्धा
३. तदर्थ जिल्हा न्यायाधीश-१/२ व अति./सहा. सत्र न्यायाधीश, वर्धा
४. सचिव, जिल्हा विधी सेवा प्राधिकरण, वर्धा
५. दिवाणी न्यायाधीश, वरिष्ठ स्तर, वर्धा/हिंगणघाट
६. मुख्य न्यायदंडाधिकारी, वर्धा
७. सह दिवाणी न्यायाधीश, वरिष्ठ स्तर, वर्धा
८. २रे/३रे/४थे/५वे/६वे सह दिवाणी न्यायाधीश, वरिष्ठ स्तर, वर्धा
९. न्यायाधीश, कामगार न्यायालय, वर्धा
१०. दिवाणी न्यायाधीश, क.स्तर, समुद्रपुर/आर्वी/सेलू/पुलगांव/आष्टी/कारंजा घा.
११. सह दिवाणी न्यायाधीश, कनिष्ठ स्तर, वर्धा/हिंगणघाट/समुद्रपुर/आर्वी/सेलू/पुलगांव
१२. २रे सह दिवाणी न्यायाधीश, कनिष्ठ स्तर, वर्धा/हिंगणघाट/समुद्रपुर
१३. ३रे/४थे सह दिवाणी न्यायाधीश, कनिष्ठ स्तर, वर्धा/हिंगणघाट
१४. ५वे/६वे/७वे सह दिवाणी न्यायाधीश, कनिष्ठ स्तर, वर्धा
१५. न्यायाधिकारी, ग्राम न्यायालय, सेवाग्राम/अल्तीपूर/देवळी
१६. जिल्हाधिकारी, वर्धा
१७. पोलीस अधिक्षक, वर्धा
१८. अधिक्षक, जिल्हा कारागृह, वर्धा
१९. जिल्हा शासकीय अभियोक्ता, वर्धा
२०. अधक्ष/सचिव, जिल्हा वकील संघ, वर्धा
२१. अधक्ष/सचिव, तालुका वकील संघ, हिंगणघाट/आर्वी/समुद्रपुर/सेलू/पुलगांव/आष्टी/कारंजा घा.
२२. प्रबंधक / न्यायालय व्यवस्थापक, जिल्हा व सत्र न्यायालय, वर्धा
२३. अधिक्षक (प्रशासन/न्याय विभाग), जिल्हा व सत्र न्यायालय, वर्धा
२४. सहायक अधिक्षक, (नक्कल व अभिलेख/रोख व वित्त/निरीक्षण/संगणक) विभाग, जिल्हा व सत्र न्यायालय, वर्धा
२५. वरिष्ठ लिपीक (रा.अ./ग्रंथालय), जिल्हा व सत्र न्यायालय, वर्धा
२६. सुचना फलक
२७. जिल्हा न्यायालयाचे संकेतस्थळावर प्रसिध्दीसाठी

जिल्हा व सत्र न्यायालय, वर्धा,

दिनांक : १९/०९/२०२०

  
१९-०९-२०२०  
प्रबंधक

जिल्हा व सत्र न्यायालय,  
वर्धा

## C I R C U L A R

The Hon'ble the Chief Justice and the other Hon'ble Judges of the Hon'ble Administrative Committee have been pleased to direct that the functioning of all the sub-ordinate Courts, under the control of the Bombay High Court, in terms of the Standard Operating Procedure dated June 3, 2020 (in short SOP), which came to be modified to some extent vide circular dated June 16, 2020, shall stand further modified w.e.f. September 21, 2020, as under :-

### A] FUNCTIONING OF THE COURTS

1. For the Courts falling in Table-A and Table-B of the SOP, the Judicial and Office working shall be in Two shifts, as mentioned below -

| Courts falling in | Judicial Working  | Office Working                         | Working strength   |
|-------------------|---|--|--|
| Table-A           | First shift -<br>10.30 am to 01.30 pm   | First shift -<br>10.00 am to 01.45 pm  | Group-A and Group-B Officers 100% (i.e. 50% in each shift).  |
|                   | Second shift -<br>02.30 pm to 05.30 pm  | Second shift -<br>02.00 pm to 05.45 pm | Group-C and Group-D staffs 30% in each shift by rotation.  |
| Table-B           |   |  | Group-A and Group-B Officers 100% (i.e. 50% in each shift).<br><br>Group-C and Group-D staffs 100% (i.e. 50% in each shift). |
|                   | PDJs/Head of the Establishments may change the timings suitable to them but not the duration of the shifts. |  |  |

However, if local conditions do not make it feasible to function in two shifts, the PDJ/Head of the Establishment may seek approval for reduction in the shifts from the High Court through proper channel.

2. Where there is only one Court or one Court of one cadre the Court working and Office working shall be in one (First) shift.
3. The PDJ/Head of the Establishment of the Courts wherein the High Court has approved reduction of the Court functioning from two shifts to one shifts shall reassess the local situation and take suitable decision at their end for switching over of the Court functioning again in two shifts as mentioned in the SOP, with intimation to the Registry.

### B] ADMINISTRATIVE WORK

1. All the Subordinate Courts falling under the control of the Bombay High Court, whether in Table-A or Table-B of the SOP, shall perform the administrative works as per Civil and Criminal Manual and as directed by the High Court.
2. The Enquiry Officer shall make endeavor to take up the Departmental Enquiry/ies.

### C] JUDICIAL WORK

1. By way of SOP, regular functioning of the Courts falling under Table-B is already been regulated w.e.f. 08.06.2020. All the Subordinate Courts falling under the control of the Bombay High Court, falling in Table-A shall; and those falling in Table-B shall preferably; deal with the following matters :

### CRIMINAL

1. Applications under Section 125 to Section 128 of the Code of Criminal Procedure, 1973.
2. Matters under the Protection of Women from Domestic Violence Act, 2005.
3. Cases triable by Court of Sessions or Special / Designated Courts where one or more accused is/are in custody for three years or more.
4. Cases triable by the Magistrate where one or more accused is/are in custody for six months or more.
5. Cases where specific time is stipulated in legislation for concluding of trial, e.g. The protection of Children from Sexual Offences Act, 2012 (POCSO Act), etc.
6. Cases before the Special Courts such as under the Prevention of Money Laundering Act, 2002, the Maharashtra Protection of Interest of Depositors (in Financial Establishments) Act, 1999, the Maharashtra Control of Organised Crime Act, 1999, the Prevention of Corruption Act, 2018, the Narcotic Drugs and Psychotropic Substances Act, 1985 etc.
7. Cases under the Special statutes e.g. under the Prevention of Money Laundering Act, 2002, the Maharashtra Protection of Interest of Depositors (in Financial Establishments) Act, 1999, the Maharashtra Control of Organised Crime Act, 1999, the Prevention of Corruption Act, 2018, the Narcotic Drugs and Psychotropic Substances Act, 1985 etc. wherein the accused are in custody.
8. Cases investigated by the National Investigation Agency and the Central Bureau of Investigation.

9. Cases which are at a matured stage, e.g. at the stage of arguments or at the stage of examination of accused under Section 313 of the Code of Criminal Procedure, etc.
10. Transfer application under Section 408 of the Code of Criminal Procedure.
11. Cases wherein directions have been given by the superior Courts for conclusion of the trial/case within stipulated period i.e., Cases made time bound by the Hon'ble Supreme Court of India or by the High Court.

### CIVIL

1. Petitions / matters for decree of divorce by mutual consent or declaration for nullity of marriage.
2. Petitions/ Cases relating to payment of alimony.
3. Petitions / Cases for custody of Child / Children and for visiting rights claimed by the parents.
4. All Applications / Petitions / Matters before the Motor Accident Claims Tribunal wherein the claim for compensation is for Death or Amputation of any limb.
5. Cases wherein the claim for compensation is for Acquisition of Agricultural Land.
6. Transfer application under Section 24 of the Code of Civil Procedure, 1908.
7. Petitions / Cases of Adoption wherein all the parties are citizen of India.

8. Hearing of interlocutory / interim application e.g. for Stay, taking LRs of deceased party on record, restoration for proceeding, condonation of delay etc..

9. Cases wherein directions has been given by the superior Courts for conclusion of the trial/case within stipulated period i.e., Cases made time bound by the Hon'ble Supreme Court of India or by the High Court.

#### APPELLATE AND REVISIONAL COURTS

All the Appeals and Revisions which are at the stage of arguments.

#### D] COMMON GUIDELINES

1. The Judicial Officers may give priority to the cases which are posted for delivery of judgments.

2. The Judicial Officers may also frame the issues or charge in the cases posted for such cause.

3. The Judicial Officers may pass appropriate order as per law, if it is noticed that any Advocate or Party is deliberately remaining absent in the above matters.

4. The Principal District and Sessions Judge/Head of the Establishment, in consultation with the Advisory Committee, if any, after taking views of the stakeholders, may take decision at their end whether to allow the Advocate to open the Chamber/s and/or Bar Room/s or part thereof for their use.

5. The Principal District and Sessions Judge/Head of the Establishment, in consultation with the Advisory Committee, if any, and after taking views of the stakeholders, shall take decision at their end as to the number of entry and/or exit points in the Court premises.

6. Save and except the directions aforesaid, rest of the provisions envisaged in the SOP, modifications therein vide Circular dated 16.06.2020 and Circulars/Directions issued by the High Courts shall apply mutatis mutandis.

Date : 15.09.2020

Sd/-

Registrar General