OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE DAMOH (M.P.)
MISCELLENEOUS ORDER

No. 45 /I-11-1/1985 Damoh, Date 05/05/2025

In the interest of District Judicial Administration & in supersession of earlier Office orders/Misc. office orders, following various committee are being constituted/modified w.e.f. ..... for day to day administration of District Court Establishment Damoh, as under :-

Committee No. 01

Discription	**Grievances Redressal Committee.** District Level Committee for Redressal of Grievances of Litigants and Members of Bar Association, as per scheme notified vide High Court Order No. A/3278/II-15-24/77 (Part II) dated 12.09.2014
Chairman	Principal District and Session's Judge, Damoh
Member	Nominated Member of State Bar Council.
	President, District Bar association, Damoh
	Secretary, District bar association, Damoh
Secretary	Sushri Divya Ramteke, IVth Civil Judge, Junior Division, Damoh

Committee No. 02

Discription	**Promotion Committee.** Committee to deal with the Promotion pertaining to Class III & IV employees of District Establishment - (i) District Court Establishment and (ii) Establishment of Principal Judge, Family Court, including consideration of representation and all other incidental matters of thereto.
Chairman	Principal District and Session's Judge, Damoh
Member	Shri Uday Singh Maravi Speacial Judge, SC/ST Act, Damoh
	Sushri Sneha Singh Cjm Damoh
Secretary	Dy. Administrative Officer, Damoh

Committee No. 03

Discription	**Service Matter Committee.** Committee to deal with the service matters pertaining to Class III & IV employees of District Establishment - (i) District Court Establishment and (ii) Establishment of Principal Judge, Family Court, Service Matters includes filling up of vacancies, appointment, compassionate appointment, screening, confirmation, inter-SE seniority.
Chairman	Shri Uday Singh Maravi Speacial Judge, SC/ST Act, Damoh
Member	Shri Santosh Kumar Gupta 1st District & Additional Session Judge, Damoh
	Sushri Palak Singhai II CJ Junior Division, Damoh

Secretary	Dy. Administrative Officers District Court Damoh

Committee No. 04

Discription	**Committee of Appointment** The committee will oversee matters of posting of Newly appointed employees.
Chairman	Shri Uday Singh Maravi Speacial Judge, SC/ST Act, Damoh
Member	Shri Vishwanath Sharma, III District & Additional Session Judge, Damoh
	Sushri Sneha Singh Cjm Damoh
Secretary	Dy. Administrative Officer District Court, Damoh

Committee No. 05

Discription	**Budgetary & Purchase Committee & Auction Committee** Committee for preparation of budget for District Court, for monitoring the implementation of Schemes and utilization of Grants under, the 14th FC, for approval for purchase of Furniture, Articles, Stationary etc. The committee will also oversee matters of finalizing and approving purchase of DLSA of amount exceeding Rs. 2,000/- (two thousand only)
Chairman	Shri Uday Singh Maravi Speacial Judge, SC/ST Act, Damoh
Member	Shri Pankaj Kumar Varma Vth District & Additional Session Judge, Damoh
Member	Shri Amar Goel VII District & Additional Session Judge, Damoh
Secretary	Accountant (District Court Damoh) Accountant (Family Court Damoh) **Auction Committee** (District Nazir & Malkhana Nazir Damoh)

Committee No. 06

Discription	**District Level E-Court and Computer Committee** for general management of Information and Communication Technology (ICT), for implementation of E-Court scheme under Registrar IT MPHC Memo No. 3436 dated 30-07-2015, for over all working (including training of the personnel) of filing center and process room.
Chairman	Shri Dharmesh Bhatt II District & Additional Session Judge, Damoh
Member	Ku. Anupreksha Jain, II Civil Judge, Senior Division, Damoh
	Shri Gopal Krishna Sahu, Junuor System Anylist, Damoh
Secretary	Shri Nilesh Patel AG-3,Computer Section, District Court

	Damoh

Committee No. 07	
Discription	**Committee for Development of Physical Infrastructure and maintenance** of Courts and residences of Judicial Officers, for residential quarters of Staff
Chairman	Shri Uday Singh Maravi Speacial Judge, SC/ST Act, Damoh
Member	Shri Pankaj Sharma, VIII District & Additional Session Judge, Damoh
	Shri Utkarsh Diwaker VI Civil Judge, Junior Division Damoh
Secretary	Dy. Administrative Officer, Damoh

Committee No. 08	
Discription	**For overseeing implementation of "Swachh Nayayalaya** - Action Plan 2014" under Registry DO No. 1193 dated 13-10-2014
Chairman	Shri Anurag singh Kushwah VIth District & Additional Session Judge, Damoh
Member	Sushri Sneha Singh Cjm Damoh
	Sushri Priya Rathi I Civil Judge, Junior Division Damoh
Secretary	Distt. Nazir, District Court, Damoh

Committee No. 09	
Discription	**District Case Management Committee.** Action plan for Arrears Reduction in District Judiciary (APAaR-DJ) reducing the pendency cases old 5 year or more, cases of UTP's and other priority cases registry memo no. C/3379/III-I-5/57 Jabalpur, dated 27-04-2024)
Chairman	Principal District and Session's Judge, Damoh
Member	Principal Judge, Family Court Damoh
	DJ & I st ASJ Damoh
	Secretary DLSA Damoh, Additional Member
Secretary	I st Civil Judge, Senior Division& CJM Damoh

Committee No. 10	
Discription	**Committee for Supervision and review of Missing cases.**
Chairman	Shri Anurag Singh Kushwah VIth District & Additional Session Judge, Damoh
Member	Sushri Riya Singh, Vth Civil Judge, Jumior Division Damoh
	Shri Tej Singh Gond, Ist Civil Judge, Senior Division Hatta
Secretary	Record Keeper, Record Room, Damoh

	Record Keeper, Record Room, Hatta
	Committee No. 11
Discription	**Strategy for Grant of Bail Committee** Compliance of the directions of Hon'ble The Supreme Court in Suo Motu Writ Petition (CRL.) N0. 4/2021 In re: Policy Strategy for Grant of Bail on 14.9.2022
Chairman	Shri Jitendra Narayan Singh, IV District & Additional Session Judge, Damoh
Member	Sushri Sneha Singh, CJM Damoh
	Sushri Tasleem Nizami, III Civil Judge, Junior Division Damoh
	Committee No. 12
Discription	Regarding disposal of old office records of Judicial District Establishment Damoh
Chairman	Shri Santosh Kumar Gupta Ist ASJ Damoh
Member	Shri Sanjay Kumar Ahirwar Dy. cofc
	Shri Sameem Ahmad Kurashi Dy. Cofc
Secretary	Shri Chandra Kumar Dubey Accountant

13- As per Registry Orders, meetings of the Committee No.**1** be convened on First Monday of every month, Committee No. **8** every week and Committee No. **09** on fourth Saturday Every Month basis, respectively. Meetings of other Committees will be convened, as per requirment. Minutes of the meeting will be submitted for perusal and approval of the Principal District Judge, by the Secretary of the Committee at the earliest.

14- The Secretary may request the Chairman/senior member of the committee to assign a date and fix time, (except court hours) for convening a meeting of the concerned committee, at DHQ, Damoh/Through V.C.

15- In compliance of Registry Memo No. B/636, dt. 12.02.2015, No. C/1392, dt. 18.04.2016 and No. A/530/II-15-14/15 dt. 23-03-2017, & Memo no. D/3240 Jabalpur dt- 02.08.2023 Monthly meeting with District Judiciary by the Principal District & Sessions Judge, it is expected that all Judicial Officers and Senior Most Members of the concerned committee, will ensure that relevant data/information, is submitted, at least 2 days before of the scheduled meetings, to the Statistical Writer, who in turn will place the same before to the Principal District Judge, well before the Scheduled Monthly meeting.

16- Files of urgent nature can be place before P.D.J., A.O., & Dy. A.O. Damoh.

5.5.25

(P. C. Gupta)
Principal District Judge,
Damoh (M.P.)

Endt. No. 629../I-11-1/1985 Damoh, dt. 05/05/25...

Copy to-

1- Chairman, Secretary and Members of the Committees.

2- Steno to Principal District Judge, Damoh.

प्रभारी अधिकारी,
सांख्यकीय अनुभाग,
दमोह म.प्र.