

Sanctioned strength, vacancy position etc. of officers & staff (Non judicial) of District Judiciary

(For substantive posts only)

Name of establishment: District and Sessions Judge, Sonitpur, Tezpur

As on January 2025.

Sl. No.	Name of all the posts (inorder of regular scale of pay, as per ROP Rules/ If a cadre consists of more than one posts, all posts should be indicated in the list)(example indicated below is not exhaustive)	Name of incumbent/ Vacant from dd/mm/yyyy (whichever is applicable)	Normal mode of recruitment (Direct/ Promotion), as per existing rules/ Notifications etc. (Indicate compassionate appointment, if any)	Recruiting authority (Gauhati High Court/ Head of the establishment, whichever is applicable)	Whether the post is Unreserved or Reserved for SC/ST(P)/ ST(H)/ OBC/MOBC/ PWD/ Woman)	Govt. Sanction letter No. & date of creation of the post (Chronologically)
1	Chief Administrative Officer	Sri Tulendra Bania	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
2	Court Manager	Sri Ronjyoti Choudhury	Direct	Gauhati High Court	UR	JDJ-11016/106/ 2017-ESTT-JUDL/ 266 dated 03-12-2019
3	Head Administrative Officer	Vacant	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
4	Senior Administrative Officer O/o Addl. Dist. & Sessions Judge	Sri Prakash Malakar	Promotion	Head of the Establishment	UR	JDR/42/86/3 dated 26-02-1986
5	Administrative Officer O/o Civil Judge (Sr. Div.) & Asstt. Sessions Judge	Sri Pranab Deka	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
6	Systems Officer, O/o District & Sessions Judge	Sri Dhruba Jyoti Bora	Direct	Gauhati High Court	UR	JDJ. 103/2012/14 Dated 18-01-2013
7	Supervisory Asstt. Junior Administrative Officer	Sri Bapmoni Bora	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
8	Sheristadar, O/o Civil Judge (Jr. Div.), Tezpur (Newly designated as Junior Administrative Officer)	Smt. Chaitali Das Borah	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
9	Protocol Officer	Sri Pranab Jyoti Bhuyan	Direct	Gauhati High Court	UR	JDJ.313/2012/6 Dated 08-05-2013
10	Stenographer Grade I	Smt. Rijumoni Hazarika	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
11	Stenographer Grade I	Sri Dipankar Nath	Promotion	Gauhati High Court	UR	JDR/42/86/3 dated 26-02-1986
12	Stenographer Grade I	Smt. Pori Das	Promotion	Gauhati High Court	UR	JDJ (E).22/2001/276 dated 01-10-2012
13	Stenographer Grade II	Sri Montu Kherketary	Promotion	Gauhati High Court	UR	LJJ/94/67/42 dated 05-06-1967
14	Stenographer Grade III	Sri Dhiraj Kr. Jaiswal	Direct	Gauhati High Court	UR	JDJ.291/2012/ 115 dated 29- 05-2015
15	Stenographer Grade III	Sri Surajit Kar	Direct	Gauhati High Court	UR	JDJ.291/2012/ 115 dated 29- 05-2015

16	Stenographer Grade III	Vacant	Direct	Gauhati High Court	UR	JDJ.291/2012/ 115 dated 29-05-2015
*17	Stenographer Grade III	Sri Subhajit Dev	Direct	Gauhati High Court	UR	JDJ.291/2012/ 115 dated 29-05-2015
18	Stenographer Grade III	Smt. Puja Mandal	Direct	Gauhati High Court	SC	JDJ.291/2012/ 115 dated 29-05-2015
19	Stenographer Grade III	Sri Mridul Das	Direct	Gauhati High Court	General	JDJ.291/2012/ 115 dated 29-05-2015
20	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Smt. Minakshi Das	Promotion	Head of the Establishment	UR	JDR/42/86/3 dated 26-02-1986
21	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Sri Utpal Kalita	Promotion	Head of the Establishment	UR	JDR/42/86/3 dated 26-02-1986
22	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Sri Lakhyajyoti Sarmah	Promotion	Head of the Establishment	PWD	LJJ/94/67/42 dated 05-10-1967
23	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Sri Parag Jyoti Garga	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
24	U. D. Asstt. (FTC) (Newly designated as Senior Administrative Assistant)	Smt. Priyakshi Borah	Promotion	Head of the Establishment	UR	JDJ (E).22/2001/276 dated 01-10-2012
25	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Smt. Rubi Borah	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
26	U. D. Asstt. (Newly designated as Senior Administrative Assistant)	Sri Anirudha Chanda	Promotion	Head of the Establishment	UR	JDR/42/86/3 dated 26-02-1986
27	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Smt. Madhusmita Basumatary	Promotion	Head of the Establishment	ST(P)	JDR/184/79/24 Dated 27-02-1980
28	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Shri Deepankar Kalita	Direct	Gauhati High Court	UR	JDR/42/86/3 dated 26-02-1986
29	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Shri Ananya Kumar Ganguly	Direct	Gauhati High Court	UR	JDR/42/86/3 dated 26-02-1986
30	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Shri Gitartha Borah	Direct	Gauhati High Court	UR	JDR/184/79/24 Dated 27-02-1980
31	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Sri Jonti Kr. Nath	Promotion	Head of the Establishment	OBC	JDR/184/79/24 Dated 27-02-1980
32	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Sri Tinkumoni Borah	Direct	Gauhati High Court	UR	JDR/184/79/24 dated 27-02-1980
33	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Sri Ashok Sutar	Direct	Gauhati High Court	UR	JDR/184/79/24 Dated 27-02-1980
34	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Sri Dhrubajyoti Nath	Direct	Gauhati High Court	UR	JDR/184/79/24 Dated 27-02-1980

35	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Smt. Sumitra Devi	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
36	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	UR	JDR/184/79/24 dated 27-02-1980
37	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	UR	JDR/42/86/53 dated 23-06-1987
38	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	UR	JDR/42/86/3 dated 26-02-1986
39	L. D. Asstt. (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	SC	LJJ/94/67/42 dated 05-10-1967
40	Copyist (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	ST(P)	JDJ/247/96/27 Dated 27-02-1990
41	Copyist (Newly designated as Junior Administrative Assistant)	Vacant	Direct	Gauhati High Court	UR	JDJ/247/96/27 Dated 27-02-1990
42	Copyist (Newly designated as Junior Administrative Assistant)	Sri Bhaskar Pratim Kalita	Direct	Gauhati High Court	UR	JDJ/247/96/27 Dated 27-02-1990
43	Protocol Assistant	Sri Bikash Deep Jyoti Sakia	Direct	Gauhati High Court	UR	JDJ.313/2012/6 Dated 08-05-2013
44	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Debajit Seal	Direct	Gauhati High Court	SC	JDJ/113/2006/6 dated 19-06-2015
45	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Jitumoni Boro	Direct	Gauhati High Court	ST	JDJ/113/2006/6 dated 19-06-2015
46	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Sanjay Kumar Thapa	Direct	Gauhati High Court	UR	JDJ/113/2006/6 dated 19-06-2015
47	Computer Typist (Newly designated as Junior Administrative Assistant)	Smt. Dolly Sharma	Direct	Gauhati High Court	UR	JDJ/113/2006/6 dated 19-06-2015
48	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Bikki Mahajan	Direct	Gauhati High Court	UR	JDJ/113/2006/6 dated 19-06-2015
*49	Computer Typist (Newly designated as Junior Administrative Assistant)	Smt. Rashmirekha Devi	Direct	Gauhati High Court	UR	JDJ/113/2006/6 Dated 19-06-2015
*50	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Dipak Borah	Direct	Gauhati High Court	OBC	JDJ/113/2006/6 Dated 19-06-2015
51	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Manoj Kumar Deka	Direct	Gauhati High Court	OBC	JDJ/113/2006/6 dated 19-06-2015
52	Computer Typist (Newly designated as Junior Administrative Assistant)	Smt. Nilakshi Narzari	Direct	Gauhati High Court	ST(P)	JDJ/113/2006/6 dated 19-06-2015
53	Computer Typist (Newly designated as Junior Administrative Assistant)	Sri Pritam Karmakar	Direct	Gauhati High Court	UR	JDJ/113/2006/6 Dated 19-06-2015
*54	Systems Assistant, O/o District & Sessions Judge, Biswanath	Sri Basanta Parajuli	Direct	Gauhati High Court	UR	JDJ.103/2012/14 Dated 18-01-2013

55	Systems Assistant, O/o District & Sessions Judge, Sonitpur, Tezpur	Israt Jahan	Direct	Gauhati High Court	UR	JDJ.103/2012/14 Dated 18-01-2013
56	Record Arranger	Sri Bharat Subedi Chetry	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
57	Drafter	Sri Bipul Barman	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
58	Head Process Server (Newly designated as Bailiff)	Sri Nipu Borah	Promotion	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
59	Process Server	Sri Suren Hazarika	Promotion	Head of the Establishment	UR	JDR/184/79/24 dated 27-02-1980
60	Process Server	Sri Kameswar Talukdar	Promotion	Head of the Establishment	UR	JDR/ 184/79/24 dated 27-02-1980
61	Process Server	Sri Anup Das	Promotion	Head of the Establishment	SC	JDR/184/79/24 dated 27-02-1980
62	Process Server	Sri Bipul Thakuria	Promotion	Head of the Establishment	UR	JDR/ 184/79/24 dated 27-02-1980
63	Process Server	Sri Manoj Patangia	Direct	Head of the Establishment	UR	JDJ(E)162/2011/22 dated 07-02-2014
64	Driver	Sri Paramananda Das	Direct	Head of Establishment	SC	JDJ/69/86/110 dated 12-04-1990
65	Driver	Sri Mohan Das	Direct	Head of Establishment	UR	JDJ(E).22/2001/276 Dated 01-10-2012
66	Driver	Sri Prakash Das	Direct	Head of Establishment	UR	JDJ/83/95/21 dtd 26-10-1995
67	Driver	Sri Amarendra Nath	Direct	Head of Establishment	UR	JDJ/83/95/41 dtd 26-10-1995
68	Peon	Sri Bipul Koch	Direct	Head of Establishment	UR	JDR/184/79/24 dated 27-02-1980
69	Peon	Sri Manoj Das	Direct	Head of Establishment	SC	JDR/42/86/3 dated 26-02-1986
70	Peon	Sri Bubul Hazarika	Direct	Head of Establishment	UR	JDR/42/86/53 dated 23-06-1987
71	Peon	Sri Prafulla Singha	Direct	Head of Establishment	UR	JDR/42/86/53 dated 23-06-1987
72	Peon	Smt. Jamuna Bhuyan	Direct	Head of Establishment	UR	LJJ/94/67/42 dated 05-10-1967
73	Peon	Sri Santosh Prasad	Direct	Head of Establishment	UR	JDR/42/86/3 dated 26-02-1986
74	Peon	Sri Amarjit Das	Direct	Head of Establishment	SC	LJJ/94/67/42 dated 05-10-1967
75	Peon	Sri Kiran Bania	Direct	Head of Establishment	SC	JDR/42/86/3 dated 26-02-1986
76	Peon	Smt. Bogi Das	Direct	Head of Establishment	SC	JDR/42/86/3 dated 26-02-1986
77	Peon	Sri Krishna Kanta Saikia	Direct	Head of the Establishment	UR	JDJ/69/86/41 dated 10-04-1987

78	Peon	Sri Jyoti Keot	Direct	Head of the Establishment	UR	JDJ/69/86/41 dtd 10-04-1987
79	Peon	Sri Sanjit Basumatary	Direct	Head of the Establishment	ST	JDJ(E).22/2001/276 dated 01-10-2012
80	Peon	Sri Sarat Kr. Nath	Direct	Head of Establishment	OBC	JDR/184/79/24 dated 27-02-1980
81	Day Chowkider	Sri Pinku Nag	Direct	Head of the Establishment	UR	LJJ/94/67/42 Dated 05-10-1967
82	Night Chowkider	Sri Ruhit Bania	Direct	Head of the Establishment	UR	LJJ/94/67/42 dated 05-10-1967
83	Protocol Attendant	Sri Danswring Boro	Direct	Gauhati High Court	ST	JDJ.313/2012/6 Dated 08-05-2013
84	Peon	Sri Bhaskar Jyoti Borah	Direct	Head of the Establishment	UR	JDR/42/86/3 dated 26-02-1986

N. B. As per letter received from the Hon'ble Gauhati High Court, Guwahati, vide memo No. HC.VII-22/2022/1591/A, dated 21-03-2022 *marked staff (4 Nos.) are working in the newly created Biswanath Judiciary but drawing their salary from the establishment of the District and Sessions Judge, Sonitpur, Tezpur.

Sanggho Khan
In. Administrative Asstt.

Full signature & designation of
dealing assistant with date

Julendra Bania
17/2/25

Full signature of Chief Administrative Officer/
Head Administrative Officer, whichever is applicable)
with date

Chief Administrative Officer
O/o the District and Session Judge
Sonitpur, Tezpur

M.

Full signature of Presiding Officer
with date and Seal

District & Sessions Judge
Sonitpur, Tezpur