OFFICE OF THE DISTRICT AND SESSIONS JUDGE : : : NALBARI

ORDER NO : 260
Dated: 13/10/2026

The Civil Court shall remain closed on account of "**SARADIYA DURGA PUJA"** for **15** days w.e.f. **17th October, 2026 to 31st October, 2026.**

In this regards the roster has been arranged amongst the staff and they are asked to clear their arrear works, if any during puja vacation.

The roster duty shall commence with effect from **17th October, 2026 to 31st October, 2026**. The office hour will be from **10:00 A.M. to 3:00 P.M**. during the period, the office will remain closed on Govt. Holiday, Sunday and 2nd Saturday.

Placed in the first half w.e.f. 17th October, 2026 to 28th October, 2026 (26th, 27th and 28th October, 2026 working days)

Staff of the District & Sessions Judge, Nalbari.

1. Sri Dipumoni Kalita, CAO	: His own duty and he will supervise the work of the H.A.O.
2. Sri Samarjit Baishya, Systems Officer	: His own duty along with protocol duty.
3. Sri Kulesh Sarma, SAA	: His own duty and and he will remain charge of Sessions Asstt.
4. Sri Kamal Haloi, Systems Asstt.	: His own duty.
5. Sri Mridul Bezbaruah, SAA	: His own duty and he will remain in charge of Account Asstt.
6. Sri Jitumani Talukdar, SAA.	: His own duty and he will remain in-charge of Bench Asstt.
7. Sri Bimalendru Basumatary, SAA	: His own duty and he will remain in charge of Issue Receipt Asstt.
8. Sri Manash Pratim Baishya, JAA	: His own duty
9. Sri Gautam Barman, O/P	: His own duty.
10. Sri Tapan Deka, O/P	: He is directed to perform his duty in the office of Addl. District & Sessions Judge, Nalbari
11. Sri Ram Ch. Tanti, O/P	: His own duty.
12. Sri Brajen Baishya, O/P	: His own duty and perform his duty in the office of the undersigned.

Staff of Addl. District & Sessions Judge Nalbari

1. Sri Kamal Barman, JAA	: His own duty and he will remain in-charge of SAO.

Staff of Civil Judge (Sr. Div), Nalbari

1. Smti. Karabi Patowary Barman, SAA	: Her own duty and she will remain in charge of Administrative Officer.
2. Sri Kshirod Das, JAA	: His own duty and he will remain in-charge of Bench Asstt.
3. Sri Dilip Barman, O/P	: He will perform his duty in both court and office.

Staff of Civil Judge (Jr. Div), Nalbari

1. Sri Jiban Das, SAA	: His own duty and he will remain in charge of JAO
2. Sri Surajit Das, JAA	: His own duty.
3. Sri Jitu Kalita, JAA	: His own duty and he will remain in charge of Bench Asstt of Civil Judge (Jr. Div) No. 2, Nalbari.

(Contd.....P/2)

4. Sri Kankan Sarma : His own duty.

5. Sri Sushmita Dutta, Stenographer Gr. III : Her own duty.

6. Sri Likhan Deka, Process Server : His own duty.

7. Sri Golak Haloi, Head Jarikarak : His own duty.

8. Sri Manomahan Deka, Process Server : His own duty.

9. Sri Kabi Barman, Process server : He will perform the duty in the court of the Civil Judge (Jr. Div) No. 2, Nalbari.

10. Sri Bikul Bezbaruah, Process Server : His own duty.

11. Sri Khargeswar Boro, Process Server : His own duty.

Staff of Civil Judge (Jr. Div), Tihu

1. Sri Pranjit Barman, JAA : His own duty and he will remain in charge of J.A.O..

2. Sri Dulal Kalita, Process Server : His own duty

3. Sri Latua Basfor, O/P : He will perform the duties of both court and office.

Placed in the second half w.e.f. 29th October, 2026 to 31st October, 2026 (29th, 30th and 31st October, 2026 working days)

Staffs of District & Sessions Judge, Nalbari

1. Sri Bhaskar Jyoti Sharma, Court Manager : His own duty.

2. Sri Kabita Choudhury, HAO : Her own duty and she will remain in-charge of CAO.

3. Sri Biswajit Bhattacharjya, Bench Clerk : His own duty

4. Sri Sanjeeb Kalita, SAA : His own duty and he will remain in charge of Stationary Asstt.

5. Letkhohao Chongloi , SAA : His own duty and he will remain in charge of Copy Asstt.

6. Sri Mompi Das, JAA : Her own duty and she will remain in charge of Return Asstt.

7. Sri Dipankar Sarma, Systems Asstt. : His own duty and he will remain in charge of Systems Officer.

8. Sri Chandradhar Kalita, JAA. : His own duty he will remain in charge of Civil Asstt.

9. Sri Jagat Dhungal, Process Server : His own duty.

10. Sri Nilkanta Barman, Duftry. : His own duty.

11. Md. Wazed Ali, Process Server : His own duty.

12. Sri Gautam Talukdar, Peon : His own duty.

Staff of Addl. District & Sessions Judge Nalbari

1. Md. Nazrul Islam, S.A.O. : His own duty and he will remain in-charge of Bench Assistant .

2. Sri Bipul Ch. Dutta, Stenographer Grade I : His own duty .

3. Sri Manoj Kr. Baishya, Process Server : He will perform his duty in both court and office.

Staff of Civil Judge (Sr. Div), Nalbari

1. Sri Bitopan Das, Administrative Officer : His own duty.

2. Sri Devajit Roy, Stenographer Grade II : His own duty.

3. Sri Heerakjyoti Das, JAA : His own duty.

(Contd.....P/3)

4. Sri Nayan Moni Roy, O/P : He will perform his duty in both court and office.

Staff of Civil Judge (Jr. Div), Nalbari

1. Sri Diganta Talukdar, J.A.O. : His own duty and he will remain in-charge of Asstt. Nazir.
2. Sri Ranjan Jyoti Khataniar, JAA : His own duty and he will remain in charge of Bench Asstt of Civil Judge (Jr. Div) No. 1, Nalbari.
3. Sri Prasasti Sarma, Stenographer Gr. III : Her own duty.
4. Sri Mukul Sarma, Process Server : His own duty.
5. Sri Gopesh Deka, Process Server : His own duty
6. Sri Dipak Bezbaruah, Process Server : He will perform the duty in the court of the Civil Judge (Jr. Div) No. 1, Nalbari.
7. Sri Rinku Talukdar, Process Server : His own duty.
8. Rashidur Rahaman, Peon : His own duty
9. Sri Lachit Deka, O/P : His own duty

Staff of Civil Judge (Jr. Div), Tihu

1. Sri Jagadish Bezbaruah, SAA : His own duty.
2. Sri Nipan Kr. Das, Steno. Gr. III : His own duty.
3. Sri Pritam Kalita, JAA : His own duty and he will remain in charge of Bench Asstt.
4. Sri Dulal Kalita, Process Server : His own duty
5. Sri Dhiraj Kumai, O/P : He will perform the duties of both court and office.

➔ Sri Ankurjyoti Sarma, Stenographer Gr. I and Sri Dipankar Kalita, JAA are not included in the roster duty as they are is on Earned/ commuted Leave.

➔ All the Drivers, establishment of the District & Sessions Judge, Nalbari will perform their duties in both the half of the long Durga Puja vacation.

➔ All the Day and Night Chowkidar, establishment of the District & Sessions Judge, Nalbari will perform their duties in both the half of the long Durga Puja vacation.

Inform accordingly.

District & Sessions Judge,
Nalbari

Memo No. DJNB/- **Dated:**

Copy forwarded for information and necessary action to:

1. The Addl. District & Sessions Judge, Nalbari.
2. The Civil Judge (Sr. Div), Nalbari.
3. The Civil Judge (Jr. Div), No. 1, Nalbari.
4. The Civil Judge (Jr. Div), No. 2, Nalbari.
5. The Civil Judge (Jr. Div), Tihu.
6. The Systems Officer, to upload the same in the official website.
7. Employee concerned. (The employees are directed to hand over the charge as per roster duty).
8. Order Book
9. concerning file.

District & Sessions Judge,
Nalbari