

Office of the Principal District & Sessions Judge, Sahibganj

Sahibganj, dated the 17th day of May, 2025

ORDER No. 70 /25

Following arrangements of staff members including System Assistant of Civil Court, Rajmahal are being made for ensuing Annual Summer Vacation 2025 commencing from 24.05.2025 to 30.05.2025 (1st half) and 31.05.2025 to 06.06.2025 (2nd half).

<u>Court of Principal Judge, Family Court, Camp Court, Rajmahal</u>			
Sl. No.	Name of the Staff	Detention from 24.05.2025 to 30.05.2025 (1st half)	Detention from 31.05.2025 to 06.06.2025 (2nd half)
1.	Sri Umashankar Ram , Bench clerk.	Detained.	Exempted. Md. Nematullah will remain incharge.
2.	Md. Nematullah, Steno-cum- Office clerk.	Exempted. Sri Uma Shankar Ram will remain incharge.	Detained.
4.	Sri Mithu Murmu, Peon	Exempted	Detained.
5.	Sri Rafayal Soren, Peon	Detained.	Exempted
<u>Court of Addl. Principal Judge, Addl. Family Court, Rajmahal</u>			
1.	Sri Umashankar Ram , Bench clerk.	Detained.	Exempted. Md. Nematullah will remain incharge.
2.	Md. Nematullah, Steno-cum- Office clerk.	Exempted. Sri Uma Shankar Ram will remain incharge.	Detained.
4.	Sri Mithu Murmu, Peon	Exempted	Detained.
5.	Sri Rafayal Soren, Peon	Detained.	Exempted
<u>Court of District & Addl. Sessions Judge-I, Rajmahal</u>			
1.	Sri Deo Narayan Rana, Bench clerk	Detained. He will remain in-charge of office clerk.	Exempted. Sri Sujit Kumar, Assistant will remain incharge.
3.	Sri Balwant Kumar , Steno	Detained.	Exempted. Sri Ajay Kumar, Steno will remain incharge.
4.	Sri Abhishek Kumar, Deposition typist.	Detained	Exempted

6.	Sri Hemant Kumar Pal, Peon	Exempted	Detained.
7.	Sri Suresh Chourasia, Peon	Detained.	Exempted
8.	Sri Ram Dayal Choudhary, Driver	Detained.	Exempted
<u>Court of District & Addl. Sessions Judge-III, Rajmahal</u>			
1.	Sri Sujit Kumar, Bench clerk-cum-Office clerk.	Exempted. Sri Deo Narayan Rana, Assistant will remain incharge.	Detained.
2.	Sri Ajay Kumar, Steno.	Exempted. Sri Balawant Kumar, Steno will remain incharge.	Detained.
3.	Sri Masih Hansda, Peon	Exempted. Sri Digambar Nath Choubey, Peon will remain incharge.	Detained.
4.	Sri Sohan Sahu, Driver	Exempted. Sri Ramdayal Choudhary, Driver will remain incharge.	Detained.
<u>Court of Addl. Chief Judicial Magistrate-cum- Sr. Civil Judge-I, Rajmahal</u>			
1.	Sri Bal Mukund Mandal, Bench clerk (UOT)	Detained.	Exempted. Sri Saheb Das, Assistant will remain in charge.
2.	Sri Prabhash Chandra Gupta, G.R clerk.	Detained.	Exempted. Sri Saheb Das, Assistant will remain in charge.
3.	Sri Saheb Das, Office clerk.	Exempted. Sri Prabhash Chandra Gupta, Assistant will remain in charge.	Detained.
4.	Sri Ravi Kumar, Steno.	Exempted. Sri Vishal Kumar Singh, Steno will remain in charge.	Detained.
6.	Sri Ramswaroop Chourasia, peon	Detained.	Exempted.
7.	Sri Dilip Kumar Bhandari, Peon.	Exempted.	Detained.
<u>Court of Sri Ranjay Kumar, Sr. Civil Judge-III-cum- J.M. 1st class, Rajmahal</u>			
1.	Sri Krishna Kant, Bench clerk.	Exempted. Sri Premkant Jha, Assistant will remain incharge.	Detained.

2.	Sri Prem Kant Jha, Office clerk.	Detained.	Exempted. Sri Krishna Kant Jha, Assistant will remain incharge.
3.	Sri Sanjay Kumar, Steno	Detained.	Exempted. Sri Ajay Kumar, Steno will remain incharge.
5.	Sri Bindeshwar Mandal, Peon	Detained.	Exempted.
6.	Sri Ramesh Mandal, Process Server.	Exempted.	Detained.
Court of Sub-Divisional Judicial Magistrate, Rajmahal			
1.	Sri Ranjit Kumar Rajak, Bench clerk	Exempted. Sri Neeraj Mehra, Assistant will remain incharge.	Detained.
2.	Sri Neeraj Mehra, Office clerk (UOT)	Detained.	Exempted. Sri Ranjit Kumar Rajak, will remain incharge.
3.	Sri Vishal Kumar Singh, Steno.	Detained.	Exempted. Sri Ravi Kumar, Steno will remain incharge.
4.	Sri Dilip Oraon, Peon.	Detained.	Exempted. Sri Dilip Bhandari, peon will remain incharge.
5.	Smt. Laxmi Kumari Jha, Peon.	Detained.	Exempted.
Secretary, SDLSC, Rajmahal			
1.	Sri Sanjeet Kumar Mandal, Assistant	Detained.	Exempted. Sri Ranjit Kumar Rajak, Assistant will remain incharge.
4.	Smt. Laxmi Kumari Jha, Peon.	Detained.	Exempted. Sri Dilip Kumar Bhandari, peon will remain incharge.
Court of Miss Mansi, J.M. 1st class, Rajmahal			
1.	Sri Sunil Kumar Mishra , Bench clerk	Detained.	Exempted. Sri Krishna Mohan Chourasia, Assistant will remain incharge.
2.	Sri Krishna Mohan Chourasia, Office clerk	Exempted. Sri Sunil Kumar Mishra, Assistant will remain incharge.	Detained.
3.	Sri Vishal Kumar Singh, Steno	Detained.	Exempted. Sri Ajay Kumar, steno will remain incharge.
5.	Sri Partho Kumar Dutta, Peon	Detained.	Exempted. Sri Hemant Kumar Pal, peon will remain incharge.

Vacant Court of Sri Alok Ojha, J.M. 1st class, Rajmahal			
1.	Sri Kamal Nath Prasad, Bench clerk. (UOT)	Detained.	Exempted. Sri Ajay Kumar, steno will remain incharge.
2.	Sri Ajay Kumar, Steno - cum- Office clerk (UOT)	Exempted. Sri Kamal Nath Prasad will remain incharge as office clerk also & Sri Vishal Kumar Singh will remain incharge as steno.	Detained.
4.	Sri Ajay Kumar Singh, Peon	Detained.	Exempted.
Administrative Section/Nazarat/Copying Department, Rajmahal			
1.	Sri Vishwajit Kumar, Head clerk-cum-Civil & Criminal Shirestadar-cum-H.C.C-cum-Librarian (UOT).	Exempted. Sri Balmukund Mandal, Assistant will remain in charge	Sri Nirmal Kumar Pandey, Assistant will remain incharge.
2.	Sri Nirmal Kumar Pandey, Nazir-cum-Accountant-cum-Comparing clerk. (UOT)	Exempted. Sri Neeraj Mehra, Assistant will remain incharge	Detained
3.	Sri Sanjeet Kumar Mandal, Assistant.	Detained.	Exempted.
4.	Sri Kanhaiya Jha, Peon	Detained.	Exempted.
	Sri Digamber Nath Chaubey, Peon.	Detained.	Exempted.
	Sri Mohan Oraon, Process Server.	Detained.	Exempted.
5.	Sri Pradeep Kumar, Xerox Operator	Exempted.	Detained.
6.	Sri Naresh Murmu, Night guard.	Detained.	Exempted.
7.	Sri Anil Kumar Raman, peon	Exempted.	Detained.
Server Room, Civil Court, Rajmahal			
1.	Smt. Amrita Sinha, System Assistant	Detained.	Exempted.
2.	Sri Sudesh Rajpal, Peon.	Exempted.	Detained.

1. The Civil and Criminal Sheristedar (on duty) are directed to compile the monthly, quarterly statements and other required statement of Civil and

Criminal cases during the annual summer vacation, so that the same could be transmitted to the Hon'ble Court in time.

2. Process Servers/Peons who are deputed in the Nazarat during the 1st and 2nd half of the annual summer vacation will also perform the duty of process servers.
3. The prayer of Sri Vishwajit Kumar, Head clerk-cum-Civil Shirestadar-cum-Head Comparing Clerk (under order of transfer) regarding full exemption from duty in the Annual Summer Vacation, 2025 is allowed.
4. Sri Bijoy Kumar, Office clerk to the Court of District & Addl. Sessions Judge-I, Rajmahal is absent since long. Hence no order regarding his exemption/detention in the Annual Summer Vacation, 2025 is passed.
5. The ministerial staff are allowed to avail the vacation after submitting their respective returns and figure **(monthly/quarterly and miscellaneous statements)** for compilation of periodical returns and reports to the satisfaction of the officer responsible for compliance.
6. Those who are detained in the first half of the annual vacation are allowed to avail the second half of the vacation and those who are detained in the second half are allowed to avail the first half of the vacation.
7. The ministerial staff detained during the 1st half of the annual summer vacation will not leave the station until the persons detained in the 2nd half reports on duty.
8. The staff on duty during the annual summer vacation will make their attendance in attendance register. While leaving the station, they shall leave their address/mobile number in their respective offices so that they may be located during the annual vacation.
9. The person on duty found absent without permission of competent authority will suitably be dealt with.
10. The staff on duty should see that records and registers are not eaten up by white-ants etc.
11. Nazir will make necessary arrangement for proper security of Court building and offices during the Annual Summer Vacation. He must be particular in

managing for proper cleaning of the Courts and office rooms during the annual summer vacation.

12. The Presiding Officers concerned in general and the judge- in- charge in particular must ensure that the staff leaving the station have deposited the disposed off records in the record room as per GRCO and have submitted figures required for compilation of the periodical returns/reports to be submitted to the Hon'ble Court.
13. The Presiding Officer should also see that the staff who have not completed their arrear work should not be allowed to avail annual summer vacation.

Sd/-

Principal District & Sessions Judge
Sahibganj

Memo No. **1988-1995** Sahibganj, dated the **17th** day of May, 2025

Copy forwarded to all the Judicial Officers/Judge Incharge, Rajmahal for information and needful.

Judge-in-charge,
Civil Court, Sahibganj