

**OFFICE OF THE DISTRICT AND SESSIONS JUDGE, SONITPUR  
AT TEZPUR**

No. DJ(S) 1827 -- 1841 Dates, Tezpur, the 03 / 05 / 2021

**O R D E R**

In pursuant to the Notification No. 35 dated 01-05-2021 issued by the Hon'ble Gauhati High Court in the context of the rapid surge of active Covid-19 cases engrossing throughout the length and breadth in the State of Assam, Hon'ble Gauhati High Court directed to conduct court functioning in "Staggered Roster" in all the courts.

In terms of the Notification of the High Court the following arrangements have been made for Judicial Officers and Staffs in the office of District Judiciary, Tezpur.

**(A) For the Judicial Officers in Office of District and Sessions Judge, Sonitpur, Tezpur establishment:**

Sl No.	Name of the Judicial Officer	Working period
1	<b>Sri C. B. Gogoi</b> , District & Sessions Judge, Sonitpur, Tezpur	04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021
2	<b>Sri N. Akhtar</b> , Addl. District & Sessions Judge, Sonitpur, Tezpur	05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021
3	<b>Smt. T. Hussain</b> , Addl. District & Sessions Judge, FTC, Tezpur, Sonitpur	04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021
4	<b>Sri N. Bhatta</b> , Civil Judge & Asstt. Sessions Judge, Sonitpur, Tezpur	05-05-2021, 07-05-2021, 10-05-2021, 15-05-2021
5	<b>Smti. T.P.M. Baruah</b> , Munsiff No. 1 -cum- JMFC, Tezpur	04-05-2021, 06-05-2021, 11-05-2021, 13-05-2021

**(B) For the Judicial Officers in Office of Chief Judicial Magistrate, Sonitpur, Tezpur establishment:**

Sl. No.	Name of the Judicial Officer	Working period
1	<b>Sri N.J. Hoque</b> , Chief Judicial Magistrate, Sonitpur,	04.05.2021

	Tezpur.	07.05.2021 13.05.2021
2	<b>Sri A.Bhattacharjee</b> , Addl. Chief Judicial Magistrate, Sonitpur, Tezpur.	05.05.2021 10.05.2021 15.05.2021
3	<b>Smti. C.Goswami</b> , J.M.F.C., Tezpur.	06.05.2021 11.05.2021 13.05.2021
4	<b>Smti. D. Nath</b> , J.M.F.C.-cum-SRM, Tezpur.	04.05.2021 07.05.2021 13.05.2021
5	<b>Sri V. Bhuyan</b> , J.M.F.C.-cum-SRM, Tezpur.	05.05.2021 10.05.2021 15.05.2021
6	<b>Smti. T.P.M. Baruah</b> , Munsiff No.1-cum-J.M.F.C., Tezpur.	06.05.2021 11.05.2021

(C) Since there is only one Addl. District and Sessions Judge at Biswanath Chariali, he will attend office every day.

Likewise SDJM, Biswanath also attend court every day since Munsiff-cum-JMFC Smti. T. Hazarika is on leave.

(D) Secretary DLSA, Sonitpur, Tezpur and Secretary DLSA, Biswanath Chariali shall work throughout from their respective residence/quarter at the station during this period and they shall attend office as and when required.

(E) For the Judicial Officers in the Office of the Sub-Divisional Judicial Magistrate(M), Gohpur, Sonitpur:

SI No.	Name of the Judicial Officer	Working period
1	<b>Sri A.A. Choudhury</b> , S.D.J.M(M), Gohpur, Sonitpur.	03-05-2021, 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021
2	<b>Sri R.S. Duara</b> , Munsiff-cum-J.M.F.C., Gohpur, Sonitpur.	04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021

(F) For the staffs in the Office of District & Sessions Judge, Sonitpur, Tezpur:

Working period on 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021		Working period on 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021	
Sl. No.	Name of staff	Sl. No.	Name of staff

1	Sri Sajid Ahmed, Chief Admn. Officer	1	Sri Ronjyoti Choudhury, Court Mngr.
2	Smt. Rijumoni Hazarika, Stenographer Gr I	2	Sri Sanjib Borah, Head Asstt.
3	Sri Dhrubajyoti Bora, Systems Officer	3	Sri Surajit Kar, Stenographer Gr III
4	Sri Prakash Malakar, Sup. Asstt.	4	Smt. Rubi Borah, Copyist
5	Smt. Meenakshi Das, LDA	5	Sri Anirudha Chanda, Copyist
6	Sri Anirudha Saikia, LDA	6	Smt. Madhusmita Basumatary, LDA
7	Sri Deepankar Kalita, LDA	7	Sri Sanjay Kr. Thapa, Comp. Typist
8	Sri Bharat Subedi Chetri, Record Argr.	8	Sri Manoj Kr. Deka, Comp. Typist
9	Sri Prafulla Sinha, Peon	9	Sri Sanjit Basumatary, Peon
10	Sri Sumitra Devi, Peon	10	Sri Bipul Koch, Peon

**(G) For the staff in the Office of the Addl. District and Sessions Judge, Sonitpur, Tezpur and staff of the Court of Addl. District and Sessions Judge, (FTC) Tezpur, Sonitpur.**

<b>Working period on 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>		<b>Working period on 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Bhupen Saikia, Sheristadar	1	Dipankar Nath, Stenographer Gr I
2	Purna Ram Timung, UDA	2	Pori Das, Stenographer Gr I
3	Bapmoni Borah, UDA	3	Pranab Deka, UDA
4	Nilakshi Narzari, Comp. Typist	4	A.K. Ganguly, LDA
5	Jitumoni Boro, Comp. Typist	5	Bubul Hazarika, Peon
		6	Prasanta Bora, Bench Asstt.
		7	Amarjit Das, Peon

**(H) For the staff in the Office of the Civil Judge and Asstt. Sessions Judge, Sonitpur, Tezpur:**

<b>Working period during 04-05-2021,06-05-2021,10-05-2021, 13-05-2021</b>		<b>Working period during 05-05-2021,07-05-2021,11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Debojit Saikia. L.D. Asstt.	1	Smt. Tulu Banik, Sheristadar

2	Smti Doly Sharma, Com. Typist	2	Sri Junus Kumar Muru, Stenographer
3	Smt. Jamuna Bhuyan, Peon	3	Smt. Chaitali Das Bora, U.D. Asstt.
4	Sri Kiran Bania, Peon	4	Smti Priyakshi Borah,L.D. Asstt
		5	Sri Bipul Barman, Peon

**(I) For the staff in the establishment of the Chief Judicial Magistrate, Sonitpur, Tezpur**

<b>Working period on 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>		<b>Working period on 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Subhash Sah, UDA	1	Dhireswar Baishya, Head Assistant.
2	Keshab Baruah, LDA	2	Swarup Nirala, LDA
3	Manash Pratim Borah, Office Peon	3	Dipankar Das, Office Peon
4	Madhyama Biswas, LDA	4	Rajkamal Kakoty, LDA
5	Bipul Borah, Copyist	5	Nitul Borah, Process Server
6	Rituraj Baruah, UDA	6	Dilip Narzary, UDA
7	Uma Mishra, Process Server	7	Teknath Nepal, Process Server
8	Hirakjyoti Patangia, Office Peon	8	Dipankar Kalita, Process Server
9	Dhiren Kalita, Copyist	9	Mukul Gogoi, Process Server
10	Bhabananda Das, UDA	10	Rajib Borah, Copyist
11	Ramesh Kumar Sah, Process server	11	Arup Kalita, Computer Typist
12	Mancha Jyoti Malakar, Computer Typist	12	Chandan Saikia, UDA
13	Sumanta Borah, Copyist	13	Khira Jyoti Das, Office peon
14	Krishna Dev Nath, LDA	14	Gulnur Azam, Computer Typist
15	Babul Ch. Das, Process server	15	Ujjal Keot, Casual Employee
16	Gopal Goswami, UDA	16	Dharmeswar Borah, UDA
17	Abhijit Aich, LDA	17	Amarjit Nath, Computer Typist
18	Gitanjali Mech, LDA	18	Santiram Das, Process server
19	Pranoy Sarmah, LDA	19	Arindam Paul, Computer Typist
20	Mrinal Borah, Office Peon	20	Bhaskar Jyoti Das, Computer Typist
21	Parth Pratim Goswami, LDA	21	Sumi Gowala, Office Peon
22	Runal Ghosh, LDA	22	Gautam Nath, Copyist

		23	Sunil Borah, Copyist
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**(J) For the staff in the Court and Office of the Munsiff, Sonitpur, Tezpur**

<b>Working period during 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>		<b>Working period during 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Tulendra Bania, Sheristadar	1	Sri Gautam Kalita, Stenographer Gr III
2	Sri Nayan Das, LDA	2	Sri Utpal Kalita, LDA
3	Sri Gitartha Bora, LDA	3	Sri Laikhya Jyoti Sarmah, LDA
4	Sri Biki Mahajan, Comp. Typist	4	Sri Debajit Shil, Comp. Typist
5	Sri Nipu Borah, Head Process Server	5	Sri Parag Jyoti Garg, LDA
6	Sri Kameswar Talukdar, Process Server	6	Sri Suren Hazarika, Process Server
7	Sri Manoj Patangia, Process Server	7	Sri Bipul Thakuria, Process Server
		8	Sri Anup Das, Process Server

**(K) For the staff in the Office of the Addl. District & Sessions Judge, Biswanath Chariali:**

<b>Working period on 04-05-2021,06-05-2021,10-05-2021, 13-05-2021</b>		<b>Working period on 05-05-2021,07-05-2021,11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Dhiraj Kumar Jaisawal, Steno	1	Sri Dipak Borah, Computer Typist.
2	Sri Kamal Baruah, Peon.	2	Sri Leander Nayak, Peon.

**(L) For the staffs in the Office of the Sub-Divisional Judicial Magistrate(M), Gohpur, Sonitpur:**

<b>Working period during 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>		<b>Working period during 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Bhupen Hazarika (H.Asst)	1	Bastab Biswas (i/c, H.Asst.& Nodal staff)
2	Kaushik R Deka (B.Asst)	2	Sarmen Bey (B.Asst)
3	Sanjoy Biswas (Steno)	3	Anabika Saloi (Copyist)

4	Prabhat Borah (Driver)	4	Pankaj Borah (Issue/ Receipt)
5	Rajen Timung (Peon)	5	Nipan Sarmah (F/R)
6	Bimal Hazarika (Peon)	6	Panchanan Borah (Peon)
7	Smt. Moromi Borah, Attached Peon	7	Rintu Boro (Copyist)
<b>Chowkidars to remain present on campus on all days as per shift below:</b>			
8	Pranab Kr Borah (Day)	8	Pranab Kr Borah (Day)
9	Pranjal Borah (Night)	9	Pranjal Borah (Night)

**(M) For the staffs in the Office of the Munsiff, Gohpur, Sonitpur:**

<b>Working period during 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>		<b>Working period during 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri JayantaJyoti Das, Sheristadar	1	Sri DhrubaJyoti Borah, LDA
2	Sri Moon MoonBoro, Copyist	2	Sri Bishal Gurung, Copyist
3	Sri PritamKarmakar, Computer Typist	3	Md. Ziaul A. Hazarika, Process Server
4	Sri Narayan Deka, Process Server	4	Sri Dharmendra Borah, Peon
5	Sri Madhurya Borah, Peon		

**(N) For the staff of Secretary DLSA, Tezpur, Sonitpur:**

<b>Working period on 04-05-2021, 07-05-2021, 13-05-2021</b>		<b>Working period on 05-05-2021, 10-05-2021, 15-05-2021</b>		<b>Working period on 06-05-2021, 11-05-2021,</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sazidur Rahman, UDA	1	Dhrishumoni Baishya, LDA	1	Sri Apurba Jyoti Pandit, LDA
2	Sri Durlav Sarmah, Peon	2	Sharat Nath, Driver	2	Sri Dimple Moni Borah, FOC

**(O) For the staff of Secretary DLSA, Biswanath Chariali:**

<b>Working period on 04-05-2021, 07-05-2021, 13-05-2021</b>		<b>Working period on 05-05-2021, 10-05-2021, 15-05-2021</b>		<b>Working period on 06-05-2021, 11-05-2021,</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>

1	Sri Hemanga Das, Front office co-ordinator	1	Sri Krishnaku Sarma, UDA	1	Dipankar Bora, LDA
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**(P)** In pursuance of the Hon'ble Gauhati High Court's Notification No. 35, dated 01-05-2021, in the wake of recent surge in the Novel Corona Virus (COVID-19) pandemic and modification thereof vide Notification No. 35, dated 01<sup>st</sup> May, 2021, the Protocol Section of this office are directed to attend office on alternate days as per "Staggered Roster" given below, till 16<sup>th</sup> May, 2021 or further orders:

<b>Working period during 04-05-2021, 06-05-2021, 10-05-2021, 13-05-2021</b>	<b>Working period during 05-05-2021, 07-05-2021, 11-05-2021, 15-05-2021</b>
Sri Pranab Jyoti Bhuyan, Protocol Officer	Sri Bikash Dipjyoti Saikia, Protocol Asstt.
	Sri Danswring Boro, Protocol Attendant

In terms of the Notification of the High Court the following matters can be taken up during the period from **03-05-2021** to **16-05-2021**:

1. Court shall function in virtual mode.
2. The following category of cases shall be taken up:
  - (a) Bail matters,
  - (b) Remand Matters,
  - (c) Recording of statement of accused persons under Section 313 Cr.P.C. by invoking sub-section (5) of Section 313 Cr.P.C.,
  - (d) Injunction Matters,
  - (e) Cases pending for final arguments,
  - (f) Petitions seeking interim maintenance,
  - (g) Zimma petitions,
  - (h) Recording of statements under Section 164 Cr.P.C.,
  - (i) Issuance of cheque to the claimants in MAC Cases.
  - (j) Rent deposit cases.
  - (k) Any other matter which is deemed to be of utmost important and urgency.

**(Remand matters and recording of statements under Section 164 Cr.P.C. shall be taken up by the concerned Magistrates, who shall**

**ensure physical production of the accused/victims, by observing strict Covid-19 protocols)**

**3.** For filing of fresh matters involving urgency, the District & Sessions Judge/ CJM/ Presiding Officer/ Member/ Special Judge/ Principal Judge/ SDJM(M) etc. shall create dedicated e-mail IDs and nominate Nodal Person(s) from the ministerial staff of their respective establishments, whose contact number(s) shall be uploaded on the respective official website/Notice Board of the district.

**4.** The concerned Advocate shall submit the soft copy either through the dedicated mail or submit pen-drive to the dedicated Nodal Person. The dedicated mail IDs are:

District and Sessions Judge, Sonitpur establishment	<b>dj-sonitpur@nic.in</b>
Chief Judicial Magistrate, Sonitpur establishment	<b>cjm-sonitpur@nic.in</b>
Addl. District and Sessions Judge, (FTC) Biswanath Chariali and SDJM, Biswanath Chariali	<b>bnc.sessions@gmail.com</b>
SDJM(M), Gohpur establishment	<b>gohpur.sessions@gmail.com</b>

Moreover, as directed by Hon'ble High Court in terms of Notification No. 45 dated 30-06-2020 Covid response team has been constituted comprising the following members:

- 1. Sri Ronjyoti Choudhury**, Court Manager, (Contact No. 9706341867)  
O/o the District & Sessions Judge, Sonitpur, Tezpur.
- 2. Sri Sajid Ahmed**, Chief Administrative Officer, Sonitpur, Tezpur (Contact No. 9401141401)O/o the District & Sessions Judge, Sonitpur, Tezpur.
- 3. Sri Sanjib Bora**, Head Asstt., (Contact No. 9101615532)  
O/o the District & Sessions Judge, Sonitpur, Tezpur.
- 4. Sri Dhruva Jyoti Bora**, Systems Officer, (Contact No. 9957841885)  
O/o the District & Sessions Judge, Sonitpur, Tezpur.
- 5. Sri Dhireswar Baishya**, Head Asstt., (Contact No. 9435381636)  
O/o the Chief Judicial Magistrate, Sonitpur, Tezpur.
- 6. Sri Bhupen Saikia**, Sheristadar, (Contact No. 9854460132)  
O/o the Addl. District & Sessions Judge, Sonitpur, Tezpur.



- 7. Sri Subhash Sah**, Upper Division Asstt., (Contact No. 9435381651)  
O/o the Chief Judicial Magistrate, Sonitpur, Tezpur.
- 8. Sri Sazidur Rahman**, Upper Division Asstt.,(Contact No. 8638742164)  
O/o the District Legal Services Authority, Sonitpur, Tezpur.
- 9. Sri Rupankar Goswami**, Upper Division Asstt.,(Contact No. 9678851959)  
O/o the Motor Accident Claims Tribunal, Sonitpur, Tezpur.
- 10. Sri Aminul Raja Khan**, MPW,(Contact No. 7002295712)  
Medical Unit, Tezpur Judicial Court Complex.

Judicial Officers and other ministerial Staffs who are not required to report for duty on any given day shall not leave the station under any circumstances without permission except extreme urgency. They have to make themselves available for duty on call and they shall be deemed to be on duty during the entire period.

Presiding Officers, lawyers, Litigants and Members of the staff, Security personnel shall be subject to thermal screening and wearing of mask before entry into the court complex and shall disclose their proper identity and contact nos. at the entry point. The Bar Association shall keep the bar rooms, canteens etc. close for avoiding mass gathering to prevent spread of Corona virus. Wearing of mask by all is compulsory.

System Officer shall upload the order in the official website of District Judiciary, Sonitpur.

**This will be effective from 03-05-2021 to 16-05-2021.**

**Inform all concerned.**

**(C.B.Gogoi)**  
District and Sessions Judge,  
Sonitpur :: Tezpur

Memo No: DJ (S) 1827 -- 1841 Dated: Tezpur, the **3rd Day** of May, 2021

**Copy to:**

1. The Addl. District and Sessions Judge, Sonipur, Tezpur.
2. The Addl. District and Sessions Judge, FTC, Biswanath Chariali.

3. The Addl. District and Sessions Judge, FTC, Sonipur, Tezpur.
4. The Civil Judge & Asstt. Sessions Judge, Sonipur, Tezpur.
5. The Chief Judicial Magistrate, Sonipur, Tezpur. He is requested to communicate all the Judicial Officers under his jurisdiction.
6. The Secretary, DLSA, Sonipur, Tezpur.
7. The Munsiff No. 1, Sonipur, Tezpur.
8. The Munsiff No. 2, Sonipur, Tezpur.
9. The President/Secretary, Tezpur Bar Association, Sonipur, Tezpur.
10. The President/Secretary, Biswanath Bar Association, Biswanath.
11. The President/Secretary, Gohpur Lawyers' Association, Gohpur.
12. The System Officer, Sonipur, Tezpur. He is requested to upload the order in the official website of the District Judiciary.
13. All Staff of Sonipur District Judiciary.
14. Notice Board.
15. Office File.

*CB* 3/05/2021  
**(C.B.Gogoi)**  
District and Sessions Judge,  
Sonipur::Tezpur