

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

No. DJ(S) 2074 - 2086 Dates, Tezpur, the 14 / 06 / 2021

**ORDER**

In pursuant to the Hon'ble Gauhati High Court notification No. 34, 35, 38, 46 and 48 in the context of the rapid surge of active COVID - 19 cases throughout the state of Assam, the Hon'ble Gauhati High Court directed to conduct Court Functioning in "Staggered Roster" in all the Courts.

In view of the above, 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	15-06-2021, 17-06-2021
2	<b>Sri N. Akhtar</b> , Addl. District & Sessions Judge, Sonitpur, Tezpur.	16-06-2021, 18-06-2021
3	<b>Smt. T. Hussain</b> , Addl. District & Sessions Judge, FTC, Tezpur, Sonitpur	19-06-2021, 21-06-2021,
4	<b>Sri N. Bhatta</b> , Civil Judge & Asstt. Sessions Judge, Sonitpur, Tezpur	15-06-2021, 17-06-2021,
5	<b>Smti. T.P.M. Baruah</b> , Munsiff No. 1 -cum- JMFC, Tezpur	19-06-2021, 21-06-2021,
6	<b>Smti. P. Saikia</b> Munsiff No. 2 -cum- JMFC, Tezpur	16-06-2021, 18-06-2021

**(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>Shri N.J. Hoque</b> , Chief Judicial Magistrate, Sonitpur, Tezpur	15-06-2021, 17-06-2021

2	<b>Shri A. Bhattacharjee</b> , Addl. Chief Judicial Magistrate, Sonitpur, Tezpur	16-06-2021, 18-06-2021
3	<b>Smti C. Goswami</b> , JMFC, Tezpur	15-06-2021, 17-06-2021
4	<b>Smti D. Nath</b> , JMFC, Tezpur	16-06-2021, 18-06-2021
5	<b>Shri V. Bhuyan</b> JMFC, Tezpur	15-06-2021, 17-06-2021
6	<b>Smti T.P.M. Boruah</b> , Munsiff No.1-cum-JMFC, Tezpur	19-06-2021, 21-06-2021,
7	<b>Smti P. Saikia</b> , Munsiff No.2-cum-JMFC, Tezpur	16-06-2021, 18-06-2021

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

Sl No.	Name of the Judicial Officer	Working period
1	<b>Sri A. Hazarika</b> , S.D.J.M(M), Biswanath Chariali, Sonitpur.	15-06-2021, 17-06-2021, 19-06-2021
2	<b>Smti. T. D. Hazarika</b> , Munsiff-cum-J.M.F.C., Biswanath Chariali, Sonitpur.	16-06-2021, 18-06-2021, 21-06-2021

**(D) Secretary DLSA, Sonitpur, Tezpur and Secretary DLSA, Biswanath Chariali shall work 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:**

Sl No.	Name of the Judicial Officer	Working period
1	<b>Sri A.A. Choudhury</b> , S.D.J.M(M), Gohpur, Sonitpur.	15-06-2021, 17-06-2021, 19-06-2021
2	<b>Sri R.S. Duara</b> , Munsiff-cum-J.M.F.C., Gohpur, Sonitpur.	16-06-2021, 18-06-2021, 21-06-2021

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

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Sajid Ahmed, Chief Admn. Officer	1	Sri Ronjyoti Choudhury, Court Manager
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 Santosh Prasad, Peon	10	Sri Bipul Koch, Peon
11	Sri Sumitra Devi, 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 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</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	Sri Manoj Das	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 on 15-06-2021, 17-06-2021, 19-06-2021</b>		<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Smt. Tulu Banik, Sheristadar	1	Sri Debojit Saikia. L.D. Asstt.
2	Sri Junus Kumar Muru, Stenographer	2	Smti Doly Sharma, Com. Typist
3	Smt. Chaitali Das Bora, U.D. Asstt.	3	Smt. Jamuna Bhuyan, Peon
4	Smti Priyakshi Borah,L.D. Asstt	4	Sri Kiran Bania, Peon
5	Sri Bipul Barman, Peon		

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

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Keshab Baruah, LDA	1	Swarup Nirala, LDA
2	Manash Pratim Borah, Office Peon	2	Dipankar Das, Office Peon

3	Madhyama Biswas, LDA	3	Rajkamal Kakoty, LDA
4	Bipul Borah, Copyist	4	Nitul Borah, Process Server
5	Rituraj Baruah, UDA	5	Dilip Narzary, UDA
6	Uma Mishra, Process Server	6	Teknath Nepal, Process Server
7	Hirakjyoti Patangia, Office Peon	7	Dipankar Kalita, Process Server
8	Dhiren Kalita, Copyist	8	Mukul Gogoi, Process Server
9	Bhabananda Das, UDA	9	Rajib Borah, Copyist
10	Ramesh Kumar Sah, Process server	10	Arup Kalita, Computer Typist
11	Mancha Jyoti Malakar, Computer Typist	11	Chandan Saikia, UDA
12	Sumanta Borah, Copyist	12	Khira Jyoti Das, Office peon
13	Krishna Dev Nath, LDA	13	Gulnur Azam, Computer Typist
14	Babul Ch. Das, Process server	14	Ujjal Keot, Casual Employee
15	Gopal Goswami, UDA	15	Dharmeswar Borah, UDA
16	Abhijit Aich, LDA	16	Amarjit Nath, Computer Typist
17	Gitanjali Mech, LDA	17	Santiram Das, Process server
18	Pranoy Sarmah, LDA	18	Arindam Paul, Computer Typist
19	Mrinal Borah, Office Peon	19	Bhaskar Jyoti Das, Computer Typist
20	Parth Pratim Goswami, LDA	20	Sumi Gowala, Office Peon
21	Runal Ghosh, LDA	21	Gautam Nath, Copyist
22		22	Sunil Borah, Copyist

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

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Laikhya Jyoti Sarmah, LDA	1	Sri Gautam Kalita, Stenographer Gr III
2	Sri Nayan Das, LDA	2	Sri Utpal Kalita, LDA
3	Sri Gitartha Bora, LDA	3	Sri Debajit Shil, Comp. Typist
4	Sri Biki Mahajan, Comp. Typist	4	Sri Parag Jyoti Garg, LDA
5	Sri Nipu Borah, Head Process Server	5	Sri Suren Hazarika, Process Server
6	Sri Kameswar Talukdar, Process Server	6	Sri Bipul Thakuria, Process Server
7	Sri Manoj Patangia, Process Server	7	Sri Anup Das, Process Server

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

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Dhiraj Kumar Jaiswal, Steno	1	Sri Dhiraj Kumar Jaiswal, Steno
2	Sri Kamal Baruah, Peon.	2	Sri Leander Nayak, Peon.

**(L) For the staff in the Court and Office of the SDJM(M), Biswanath Chariali:**

<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>		<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Mr. Anjan Kumar Goswami, UDA	1	Mrs. J. Deka, LDA, Bench Assistant

2	Mr. M.P. Baruah L.D.A I/C G.R. Branch	2	Mr. S.K Bhuyan, Computer Typist
3	Mr. Somdutta Boruah, Copyist, Bench Asstt.	3	Mr. J. Haque, Process Server
4	Mr. Atanu Biswas, Steno	4	Mr. R. Hazarika, Process Server
5	Mr. Basanta Parajuli, Systems Assistant	5	Mr. Chandan Sarmah, Peon
6	Mr. D. Kakati, Copyist		
7	Mrs. Debika Sarmah, Office Peon		
8	Mr. B. Deka, Process Server		

**(M) For the staff in the Court and Office of the Munsiff, Biswanath Chariali:**

<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>		<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Biswajit Nath, L.D. Assistant	1	Sri Chandra Kanta Nath, UDA /Sheristadar
2	Smt. Rashmi Rekha Devi, Computer Typist	2	Sri Raj Kumar Hasnu, L.D. Assistant
3	Sri Pradip Bhuyan, Process Server	3	Sri Subhajit Dev, Steno-III
4	Sri Rajib Borah, Peon	4	Sri Nirmal Chandra Terang, Process Server
		5	Sri Hirok Bhaskar Borah, Peon.
		6	Sri Shyam Engti, Peon

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

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Bastab Biswas (i/c, H.Asst.& Nodal staff)	1	Bhupen Hazarika (H.Asst)
2	Sarmen Bey (B.Asst)	2	Kaushik R Deka (B.Asst)
3	Anabika Saloi (Copyist)	3	Nipan Sarmah (F/R)
4	Pankaj Borah (Issue/ Receipt)	4	Sanjoy Biswas (Steno)
5	Rintu Boro (Copyist)	5	Prabhat Borah (Driver)
6	Panchanan Borah (Peon)	6	Bimal Hazarika (Peon)
7	Marami Borah, Court Attached Peon	7	Rajen Timung (Peon)
Chowkidars to remain present on campus on all days as per shift below:			
8	Pranab Kr Borah (Day)	8	Pranab Kr Borah (Day)
9	Pranjal Borah (Night)	9	Pranjal Borah (Night)

**(O) For the staff in the Court and Office of the Munsiff, Gohpur:**

<b>Working period on 16-06-2021, 18-06-2021, 21-06-2021</b>		<b>Working period on 15-06-2021, 17-06-2021, 19-06-2021</b>	
<b>Sl. No.</b>	<b>Name of staff</b>	<b>Sl. No.</b>	<b>Name of staff</b>
1	Sri Moon Moon Boro, Copyist	1	Sri Jayanta Jyoti Das, Sheristadar
2	Sri Pritam Karmakar, Computer Typist	2	Sri Dhruva Jyoti Borah, LDA
3	Sri Narayan Deka, Process Server	3	Sri Bishal Gurung, Copyist



4	Sri Madhurya Borah, Peon	4	Md. Ziaul Aman Hazarika, Process Server
5	Sri Dibyajyoti Borah, Attached Peon	5	Sri Dharmendra Borah, Peon

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

Working period on 15-06-2021, 17-06-2021		Working period on 16-06-2021, 18-06-2021		Working period on 19-06-2021, 21-06-2021	
Sl. No.	Name of staff	Sl. No.	Name of staff	Sl. No.	Name of staff
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

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

Working period on 15-06-2021,17-06-2021		Working period on 16-06-2021, 18-06-2021		Working period on 19-06-2021, 21-06-2021	
Sl. No.	Name of staff	Sl. No.	Name of staff	Sl. No.	Name of staff
1	Sri Hemanga Das, Front office co-ordinator	1	Sri Krishnaku Sarma, UDA	1	Dipankar Bora, LDA

**(R) Protocol Section**

Working period during 16-06-2021, 18-06-2021, 21-06-2021	Working period during 15-06-2021, 17-06-2021, 19-06-2021
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 **15-06-2021** to **21-06-2021**:

1. Court shall function in virtual mode.

2. No Lawyer shall be permitted to come physically to the Court premises or to the Court Rooms for arguing of their cases. They shall argue their cases through virtual mode from their home, office or any other space. The link for virtual mode of communication shall be assigned to the concerned advocates through SMS/E-Mail.
3. The Lawyers shall have to make their own arrangements for filing the petitions/documents digitally in official e-mail id.
4. 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)**

5. 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.

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)	<b>bnc.sessions@gmail.com</b>

Biswanath Chariali and SDJM, Biswanath Chariali	
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 Chandan Saikia, Upper Division Asstt., (Contact No. 9854784949)  
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.

**This will be effective from 14-06-2021 to 21-06-2021.**

**Inform all concerned.**



**(C.B.Gogoi)**

District and Sessions Judge,  
Sonitpur :: Tezpur

Memo No: DJ (S) 2074-2086 Dated: Tezpur, the 14<sup>th</sup> Day of June, 2021

Copy to:

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



**(C.B.Gogoi) 14.6.2021**

District and Sessions Judge,  
Sonitpur::Tezpur