



Court of the Principal District &
Sessions Judge, North Goa,
Near Panaji Residency,
Panaji-Goa. 403 001.

No: DSC/HC-COVID-19/529/2020/7306

Dated : 30th November, 2020.
9 Agrahayana , Saka-1942.

C I R C U L A R

The Hon'ble the Chief Justice and other Hon'ble Judges of the Hon'ble Administrative Committee, vide SOP dated 27.11.2020, after taking into account the present situation of the COVID-19 pandemic and the views of members of the Bar Council of Maharashtra and Goa, have been pleased to approve the Standard Operating Procedure (SOP), **in supersession to the earlier SOP and modifications therein vide Circulars issued time to time**, in respect to the functioning of **all the Subordinate Courts and in view of the said SOP all the District and subordinate courts** in the North Goa District shall function as under :-

JUDICIAL AND ADMINISTRATIVE WORK

1. All Courts in the North Goa District shall start regular functioning with effect from 01.12.2020, in two shifts.
2. In each shift the Judicial working hours will be of 2½ hours (i.e. from 11.00 am to 1.30 pm and from 2.00 pm to 4.30 pm) with 100% presence of the judicial officers and the staff in each shift.
- 2A. In each shift the office working hours will be from 10.00 am to 1.30 pm and from 2 pm to 5 pm with 100% presence of the staff in each shift.
3. In the first shift, preferably, the cases which are fixed for evidence and in the second shift, preferably, the cases which are fixed for Judgment, order or hearing of arguments may be taken up.
4. The Judicial Officers may not pass any adverse order owing to the absence of the advocates, parties, witnesses or accused persons.
5. Only those advocates, witnesses, accused persons and party-in persons whose matters are listed on that day's board or whose presence is required by the Court for any specific purpose like verification etc. will be permitted to have access in the Court building. No one should enter the Court halls unless their matter is called out and shall leave the Court premises as soon as hearing of their case / work is over.

SAFETY/PRECAUTIONARY MEASURES

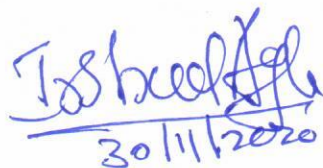
1. All persons entering the Court premises shall compulsorily wear face mask covering the nose and mouth (including at the time of arguments or giving evidence) and shall also observe social / physical distancing norms as set out time to time by the Hon'ble High Court, Central Government and State Government regarding precautions to be taken to prevent the spread of COVID-19.
2. Persons who may have symptoms of COVID-19 shall not be permitted to enter the Court premises.
3. Bar Rooms, Advocate's Chambers, Bar Library, Canteens, Photocopying Room / Section, shall remain open subject to adherence of all the safety norms. The Bar Associations shall observe all the safety norms and ensure sanitization of the Bar Rooms etc. It shall also be the responsibility of the concerned Bar Association to see that only those advocates whose matters are on board are coming to the Court and given access to the Bar Rooms.
4. It shall be the responsibility of the concerned Bar Association, in coordination with the Bar Council of Maharashtra and Goa, to ensure that due precautions are taken to avoid spread of COVID-19.
5. Principal District and Sessions Judge/Head of the Establishment, The Administrative Judges and Judges where there is only one court may take decision at their end about the entry and exit points of the Court premises.
6. District Judge I and Addl. Sessions Judge Panaji; District Judge II and Addl. Sessions Judge Panaji sitting at Ponda; District Judge I and Addl. Sessions Judge Mapusa; Ad-hoc District Judge I and Addl. Session Judge (FTC) Panaji; Ad-hoc District Judge II and Asst. Session Judge (FTC) Panaji; Ad-hoc District Judge I and Asst. Session Judge (FTC) Mapusa; Chief Judicial Magistrate, Panaji; Senior/Administrative Judge at Mapusa, Bicholim, Ponda and Junior Judge at Pernem and Valpoi shall oversee the arrangements vis-à-vis adherence of the safety norms, who shall carry out inspection of their respective court building on daily basis.
7. Office bearers of the Bar Council and Bar Associations may issue instructions to all their members to strictly abide by the safety norms
8. If any advocates or litigants are found violating the above said guidelines, the Principal District Judge / Head of the Establishment shall bring it to the notice of the Bar Council of Maharashtra and Goa and respective Bar Association under intimation to High Court by e-mail on **rg-bhc@nic.in** and may take such action as he/she deems fit and proper.

9. In case the situation owing to pandemic is worsened, the Principal District Judge/ Head of the Establishment will approach the High Court and seek appropriate directions.
10. This SOP shall remain in force until further orders.
11. For any clarification or query, please contact the Chief Administrative Officer, District & Sessions Court, North Goa, Panaji.

FUNCTIONING OF THE COURT

The Judicial and office timings for the District & Subordinate Courts of North Goa District are as under:

TIMINGS	JUDICIAL WORKING		OFFICE WORKING	
	First Shift	Second Shift	First Shift	Second Shift
	11.00 a.m. to 01.30 p.m.	02.00 p.m. to 04.30 p.m.	10.00 a.m. to 01.30 p.m.	02.00 p.m. to 05.00 p.m.


30/11/2020

(IRSHAD AGHA)

Copy to:

1. The Registrar General, High Court of Bombay, Appellate Side, Mumbai.
2. The Registrar (Inspection-I), High Court of Bombay, Appellate Side, Mumbai.
3. The Registrar (Adm.) High Court of Bombay at Goa, Panaji.
4. The Principal District and Sessions Judge, South Goa, Margao.
5. The Superintendent of Police, North Goa, Panaji, with a request to circulate above Circular dated 30/11/2020 to the concerned Police Stations.
6. The Collector, North Goa, Panaji.
7. The Inspector General of Prisons, Panaji, Goa.
8. The Directorate of Prosecution, Panaji, Goa.
9. The Superintendent of Police, CBI, ACB, Bambolim- Goa.
10. The President, Advocate Bar Association, North Goa, Panaji with a request to circulate above Circular dated 30/11/2020 to the Taluka Bar Associations.