

THE GAUHATI HIGH COURT AT GUWAHATI
(THE HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

NOTIFICATION NO. 46

Dated Guwahati, the 2nd July, 2020

Whereas the Covid-19 pandemic has been spreading rapidly in the States of Assam, Nagaland, Mizoram and Arunachal Pradesh, and whereas it is feared that community transmission of the disease is in progress in several urban areas of Assam, particularly in the Guwahati City.

And whereas, taking such rapid transmission into account, even the Government of Assam vide Notification No. ASDMA.24/2020/Part-1/dated 26-06-2020 has also imposed a total lockdown in Kamrup (Metropolitan) Area for 14 days w.e.f. 29-06-2020 to 12-07-2020.

And whereas, vide the same Notification, the Government of Assam has further directed the District Magistrates of the all the districts to promulgate necessary orders for total lockdown of all the Municipal and Town Committee areas under their jurisdiction on all Saturdays and Sundays w.e.f. 27-06-2020 until further orders.

And whereas the Government of Nagaland also vide Notification No.CSO/GAB-I/COM/GEN-I/2020 dated 29-06-2020 has extended the lockdown in all parts of the State till 15-07-2020.

In the above circumstances, with a view to curb the spread of the contagion and taking note of the safety and well-being of all the employees working in the Courts of the District and Sessions Judge, Special Judges, Family Courts, Tribunals, Chief Judicial Magistrate ("CJM") or the Sub-Divisional Judicial Magistrate (M), as the case may be, within the States of Assam, Nagaland, Mizoram and Arunachal Pradesh, Hon'ble the Chief Justice has been pleased to issue the following guidelines, till further orders:-

- i) Every employee shall inform the Sheristader or Head Assistant ("HA") or Upper Division Assistant ("UDA"), as the case may be, of the concerned Court, if the residential area where he is residing is declared a "Containment Zone".
- ii) The employee residing within the "Containment Zone" shall not enter the concerned Court complex. Such employee would be derostered from duty.

(Contd...)

- iii) The employees are expected to inform if any tenant, neighbor, landlord or family member living in the same house/building of the employee has tested positive for the Covid-19.
- iv) The employee shall also inform the concerned Sheristader or HA or UDA forthwith if he/she is suffering from fever, running nose, sore throat, cough, headache, diarrhea, breathing difficulty, loss of smell and taste and vomiting etc. The Sheristader or HA or UDA shall percolate to the District Judge, Special Judge, Principal Judge, Member, Presiding Officer, CJM or SDJM (M), as the case may be, the information which he receives from the concerned employee.
- v) The Sheristader or HA or UDA shall ensure that all the employees wear face-mask; and use sanitizer, and wash their hands frequently. The Sheristader or HA or UDA shall further ensure that all the employees maintain physical distance, and any sort of unwanted gathering shall be strictly avoided.
- vi) Chewing of tobacco, gutkha, paan, tamul etc. and spitting is strictly prohibited in the Court premises. The Sheristader or HA or UDA shall monitor that no employee or visitor spits in the said premises, and he shall report if any objectionable activity is reported. In case any employee indulges in any such act, it shall invite disciplinary action.
- vii) The Sheristader or HA or UDA shall ensure that physical distance of at least 6 (six) feet is maintained by the litigants or advocate's clerks while queuing at the Filing counter. He shall further ensure that such persons wear face-mask properly while queuing. In case a person appears without mask his request be not entertained.
- viii) The Sheristader or HA or UDA shall identify two (02) employees who are acquainted with the files and relevant information of every Court.
- ix) The Sheristader or HA or UDA shall allot duty to the peon/attender in such a way that the particular peon will attend only to a specified part of the Court.
- x) A Covid-19 response team shall be constituted in the spirit of the Notification No.45 dated 30-06-2019 of the Gauhati High Court.

The above team shall co-ordinate with the Health Department in case of any necessity, in consultation with the District Judge, Special Judge, Principal Judge, Member, Presiding Officer, CJM or SDJM (M), as the case may be.

(Contd...)

- xi) If any employee makes any consultation with doctor as regards the symptoms as aforesaid, he or she shall immediately send the photocopies of the medical documents to the Covid-19 response team, as mentioned above.
- xii) The Sheristader or HA or UDA shall circulate these guidelines forthwith to all the employees under his control for strict compliance.

By order,
Sd/- R. A. Tapadar
REGISTRAR (JUDICIAL)

Memo No. HC. III - 06/2020 /1610-1635/G Dated 2nd July, 2020

Copy to:

1. The Registrar (Vigilance/Judicial/Administration/Establishment), Gauhati High Court, Guwahati.
2. The Registrar, Gauhati High Court, Kohima Bench, Kohima / Aizawl Bench, Aizawl/ Itanagar Permanent Bench, Naharlagun.
3. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati. Guwahati.
4. The District & Sessions Judge, _____ Assam. He /She is requested to circulate this notification amongst the respective Subordinate Courts under his/her jurisdiction.
5. The L.R.-cum-Commissioner & Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati, Assam.
6. The Principal Judge, Family Court, _____ Assam.
7. The Special Judge, Assam.
8. The Special Judge CBI & NIA Assam.
9. The Member, MACT, _____, Assam.
10. The Presiding Officer, Special Court _____, Assam.
11. The Presiding Officer, Labour Court _____, Assam.
12. The Presiding Officer, Industrial Tribunal _____, Assam.
13. The Joint Registrar (_____), Gauhati High Court, Guwahati.
14. The Deputy Registrar (_____), Gauhati High Court, Guwahati.
15. The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
16. The Asstt. Registrar (_____), Gauhati High Court, Guwahati.
17. The Court Manager, Gauhati High Court, Guwahati.
18. The Special Officer, Translation Wing, Gauhati High Court, Guwahati.
19. The Project Manager, Gauhati High Court, Guwahati. *He is requested to upload this Notification in the website of the Gauhati High Court.*
20. The P.S. to Hon'ble Mr. /Mrs. Justice _____, Gauhati High Court, Guwahati.
21. The A.O. (Judicial), _____ Section, Gauhati High Court, Guwahati.
22. The Court Masters, Court No. _____, Gauhati High Court, Guwahati.
23. The Court Officer Nos. 1 & 2, Gauhati High Court, Guwahati.
24. The Chief Security Officer, Gauhati High Court, Guwahati.
25. The C.A. to the Registrar General, Gauhati High Court, Guwahati.
26. The Gauhati High Court Notice Board, (Old Block & New Block).

R. A. Tapadar
02.07.20
REGISTRAR (JUDICIAL)

Rm
02/07/2020