

# **THE GAUHATI HIGH COURT AT GUWAHATI**

(HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

## **NOTIFICATION NO. 32**

Dated Guwahati, the 23<sup>rd</sup> March, 2023

### **DUTY ALLOTMENT ORDER**

The following Officers and staff are allotted duties/responsibilities in connection with celebration of the Platinum Jubilee of the Hon'ble Gauhati High Court, scheduled to be held from 1<sup>st</sup> of April to 14<sup>th</sup> April, 2023, as specified below:

Sl.	LOCATION	JUDICIAL OFFICERS	OFFICERS & STAFF
1.	Guwahati Central Control Room	—	<p>i. Shri Jayanta Kr. Nandi, Deputy Registrar. ii. Shri S.S.B. Singha, Chief Liaison Officer iii. Shri Hemanta Kumar Neog, Chief Security Officer.</p> <p><b><u>IT Team</u></b></p> <p>i. Shri Bikash Sharma ii. Shri Gautam Kalita iii. Shri Prasenjit Baruah iv. Shri Labu Sinha</p>
2.	Lokpriya Gopinath Bordoloi International Airport	<p>i. Shri Utpal Rajkhowa, Registrar (Admn.). ii. Shri Kangkan Bhardwaj, Deputy Registrar (Vigilance) iii. Shri Rinku Boro. Railway Magistrate, 1<sup>st</sup> Class.</p>	<p>i. Shri Jayanta Barman, Protocol Officer. ii. Shri Rupak Kumar Kalita, Asst. Protocol Officer. iii. Shri Damien Lushai, SJA iv. Shri Rubul Sharma, SJA, Vehicle Incharge v. Shri Himpal Kalita, JA</p> <p><b><u>Grade IV staff</u></b></p> <p>i. Shri Montu Rabha, Lawn Attendant ii. Shri Pranjal Bezbarua, Lift Operator iii. Shri Pankaj Kr. Bhakat, Farash iv. Pankaj Bora, Court Attendant</p>
3.	Maa Kamakhya Devalaya	---	<p>i. Shri Madhu Nath Sarma, Jt. Registrar (Admn.-II) ii. Shri Bhabendra Nath Das, AO (J) iii. Shri Gautam Das, AO (J) iv. Shri Nayan Jyoti Nath, SJA.</p>

			<p>v. Shri Moon Kumar Borah, JA</p> <p>vi. Shri Debabrata Talukdar, JA</p> <p>vii. Shri Rohit Rajak, JA</p> <p style="text-align: center;"><b><u>Grade IV staff</u></b></p> <p>i. Shri Sujit Das, Court Attendant.</p> <p>ii. Shri Munin Baishya, Court Keeper</p> <p>iii. Shri Manoj Sarma, Court Attendant</p> <p>iv. Shri Jitu Patowary, Court Attendant</p>
4.	Vivanta by Taj	<p>i. Shri R.A. Tapadar, Registrar (Judicial)</p> <p>ii. Shri Ratnadip Bhattacharjee, Faculty, Judicial Academy, Assam</p> <p>iii. Smti Shivani Handique, Research Officer, Judicial Academy, Assam</p> <p>iv. Shri Bidyut Medhi, Deputy Secretary, Judicial Department</p>	<p>i. Shri Rajib Kumar Roy, Private Secretary</p> <p>ii. Smt. Christellyn S. Marak, A.O(J)</p> <p>iii. Smt. Rosmita Ardao, JA</p> <p style="text-align: center;"><b><u>Grade IV staff</u></b></p> <p>i. Smti Minu Bayan, Court Attendant</p> <p>ii. Shri N. Hansing, Court Attendant</p>
5.	Cotton University	<p>i. Shri Utpal Rajkhowa, Registrar (Admn.)</p> <p>ii. Smti Kanchan Newar, Secretary, GHCLSC</p> <p>iii. Shri R.A. Tapadar, Registrar (Judicial)</p> <p>iv. Dr. Pooja Sinha, Joint Registrar (Recruitment)</p> <p>v. Shri Kangkan Bhardwaj, Deputy Registrar (Vigilance)</p> <p>vi. Shri Ratnadip Bhattacharjee, Faculty, Judicial Academy, Assam</p> <p>vii. Smti Shivani Handique, Research Officer, Judicial</p>	<p style="text-align: center;"><b><u>IT Team</u></b></p> <p>i. Shri Pranab Duara, Senior SO</p> <p>ii. Shri Pranab Phukan, SO</p> <p>iii. Shri Debashish Sarma</p> <p>iv. Shri Utpal Das, Court Attendant</p> <p>v. Shri Pranjal Kalita, Court Attendant</p>

6.	Conference Venue	<ul style="list-style-type: none"> <li>i. Shri Utpal Rajkhowa, Registrar (Admn.)</li> <li>ii. Shri Romen Baruah, Registrar (Vigilance)</li> <li>iii. Smti Kanchan Newar, Secretary, GHCLSC</li> <li>iv. Shri R.A. Tapadar, Registrar (Judicial)</li> <li>v. Shri Obang Mize, Joint Registrar (PM&amp;P).</li> <li>vi. Dr. Pooja Sinha, Joint Registrar (Recruitment)</li> <li>vii. Shri Saptarshi Garg, Joint Registrar (Vigilance)</li> <li>viii. Shri Nayan Shankar Baruah, Member-Secretary, ASLSA, Guwahati.</li> <li>ix. Shri Chinmoy Barua, OSD</li> <li>x. Dr. Debasish Kashyap, OSD E-courts</li> <li>xi. Shri Kangkan Bhardwaj, Deputy Registrar (Vigilance)</li> </ul>	<ul style="list-style-type: none"> <li>i. Shri Madhu Nath Sarma, Jt. Registrar (Admn.-II)</li> <li>ii. Shri P. B. Dutta, O.S.D. (Protocol)</li> <li>iii. Shri P.P. Upadhyay, Deputy Registrar</li> <li>iv. Smt. Panchai Sarma, Deputy Registrar</li> <li>v. Shri Newman J. Sangma, Assistant Registrar</li> <li>vi. Shri Neil J. Sangma, AO(J)</li> <li>vii. Shri Benjamin Nampui, Protocol Officer</li> <li>viii. Shri J. Islam, Court Officer-I</li> <li>ix. Shri Hengoumang Lhoujiem, Court Officer-II</li> <li>x. Shri Anjum Borah, Court Master</li> <li>xi. Smti Gitanjali Mayour, Court Master</li> <li>xii. Smti. Mousumi Choudhury, Court Master</li> <li>xiii. Shri Rupam Kumar Sarma, Court Master</li> <li>xiv. Shri Bikram Sarma, Court Master</li> <li>xv. Shri Madhurja Protim Bordoloi, Court Master</li> <li>xvi. Shri Samujjal Saikia, Court Master</li> <li>xvii. Shri Ujjal Dutta, Court Master</li> <li>xviii. Shri Krishanu Bordoloi, SJA</li> <li>xix. Shri Anjan Gogoi, SJA</li> <li>xx. Shri Dipjyoti Deka, JA</li> </ul> <p style="text-align: center;"><b><u>IT Team</u></b></p> <ul style="list-style-type: none"> <li>i. Shri Diganta Barman, Senior IT Consultant</li> <li>ii. Shri Prakash Sarma, Project Manager</li> <li>iii. Shri Pranab Duara, Senior SO</li> <li>iv. Shri Pranab Phukan, SO</li> <li>v. Shri Utpal Das, Court Attendant</li> </ul> <p style="text-align: center;"><b><u>Grade IV Staff</u></b></p> <ul style="list-style-type: none"> <li>i. Shri Deep Sonowal, Court Keeper</li> <li>ii. Shri Dhanjit Narzary, Court Attendant</li> <li>iii. Shri Dharmeswar Choudhury, Court Attendant.</li> <li>iv. Shri Bikash Pator, Court Attendant.</li> <li>v. Shri Sumal Basumatary, Court Attendant.</li> <li>vi. Smti. Sunita Das, Court Attendant.</li> <li>vii. Smt. Asrita Ekka, Court Attendant.</li> <li>viii. Smti Sapna Das, Court Attendant</li> </ul>
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**ATTACHED WITH HON'BLE JUDGES OF SUPREME COURT OF INDIA**

<b>SL.</b>	<b>NAME OF OFFICER</b>	<b>DESIGNATION</b>
1.	Shri R. A. Tapadar	Registrar (Judl)
2.	Smti Kanchan Newar	Secretary, GHCLSC
3.	Shri Saptarshi Garg	Joint Registrar (Vigilance)
4.	Dr. Pooja Sinha	Joint Registrar (Recruitment)
5.	Shri Chinmoy Barua	OSD
6.	Dr. Debasish Kashyap	OSD (e-Courts)
7.	Shri Saumarjyoti Dutta	Deputy Registrar (Bench)
8.	Shri Ratnadip Bhattacharjee	Faculty, Judicial Academy, Assam
9.	Smti Sujata Dutta	Secretary, District Legal Services Authority
10.	Smti Mridu Chanda Bordoloi	Judge, Designated Court

**FELICITATION TEAM**

<b>SL.</b>	<b>MEMBERS</b>
1.	Shri. Romen Baruah, Registrar (Vigilance)
2.	Shri Chinmoy Barua, OSD
3.	Shri Saumarjyoti Dutta, Deputy Registrar (Bench)
4.	Smt. Utpala Phukan, Deputy Registrar
5.	Smt. Madhu Chanda Das, Asst. Registrar
6.	Smt. Ditimoni Gogoi, Special Officer
7.	Smt. Mitali Kotoki Chief Translator
8.	Smt. Shivani Gautam, Pvt. Secretary
9.	Smt. Parimita Kalita (Pvt. Secretary)
10.	Smt. Moushumi Chowdhury, Court Master
11.	Smt. Gautami Chakravarty, SJA
12.	Smt. Ipshita Dutta, JA
13.	Smt. Madhurima Dey, JA
14.	Dr. Archana Devi, Jr. Gd. Translator
15.	Smt. Kangkana Bora, Jr. Gd. Translator
16.	Smt. Mayashree Mahanta, Jr. Gd. Translator
17.	Smt. Jahnvi Gogoi, Jr. Gd. Translator

### VEHICLE/PROTOCOL TEAM

SL.	MEMBERS
1.	Shri Utpal Rajkhowa, Registrar (Admn.).
2.	Shri P. B. Dutta, O.S.D. (Protocol)
3.	Shri Neil J. Sangma, AO(J)
4.	Shri Dhruba Das, AO(J)
5.	Shri Hitesh Ch. Das, AO(J)
6.	Shri Manoj Kr. Ojah, AO(J)
7.	Shri Manajit Das, SJA
8.	Shri Dhurjjati Kakoty, SJA
9.	Shri Bhaskar Protim Saud, SJA
10.	Shri Himanshu Dutta, SJA
11.	Shri Hriday Ranjan Malakar, SJA
12.	Shri Adhiraj Hazarika, SJA
13.	Shri Gautam Bezbaruah, SJA
14.	Shri Gunindra Nath Baishya, JA
15.	Shri Lalramvulzing Khobung, JA
16.	Shri Robert L. Thiek, JA
17.	Shri Moon Kumar Borah, JA
18.	Shri Debabrata Talukdar, JA
19.	Shri Parasar Deka, Computer Assistant
20.	Shri Diganta Das, FAX Operator
21.	Shri Bubul Barman, Court Attendant
22.	Shri Dipak Boro, Court Attendant
23.	Shri Ratul Das, Court Attendant
24.	Shri David Momin, Court Attendant
25.	Shri Seikhosiem Singson, Lawn Attendant
26.	Shri Jitumoni Patowary, Court Attendant

### STAGE TEAM

SL.	MEMBERS
1.	Shri Kabir Rahman Bora, CM
2.	Shri Mriganka Choudhury, CM
3.	Shri Bikram Sarma, CM
4.	Shri Madhurja Protim Bordoloi, CM
5.	Shri Samujjal Saikia, CM

### FOOD COUNTER TEAM

SL.	MEMBERS
1.	Shri Romen Baruah, Registrar (Vigilance)
2.	Shri Shishir Kr. Das, Registrar (Establishment)
3.	Shri Madhu Nath Sarma, Jt. Registrar (Admn.-II)
4.	Shri P.P. Upadhyay, Deputy Registrar
5.	Shri Newman J. Sangma, Assistant Registrar
6.	Shri Jahirul Islam, Court Officer - I
7.	Shri Rakesh Das, Court Master

### GIFT HAMPER TEAM

SL.	MEMBERS
1.	Smti Kanchan Newar, Secretary, GHCLSC
2.	Dr. Pooja Sinha, Joint Registrar (Recruitment)
3.	Shri Iftekar Hussain Ahmed, Court Manager, GHC
4.	Smt. Christellyn S. Marak, A.O (J)
5.	Shri Neil Jongske Sangma, A.O (J)
6.	Shri Hengoumang Lhoujiem, Court Officer-II
7.	Smt. Maitreyi Devi, Court Master

### JAMADARS

SL.	NAME
1.	Shri Ashikur Rahman Saikia
2.	Shri Bhanu Bhakta Bohora
3.	Shri Gilbert Singh
4.	Shri Bubul Baruah
5.	Shri Dibakar Deka
6.	Shri Biren Chandra Das
7.	Shri Biren Mahanta
8.	Shri Sugriv Kushwaha
9.	Shri Baijnath Sharma
10.	Shri Pranab Barman

**N.B.:**

1. *The duty list is not exhaustive. The authority may allot duties to additional officers and staff as and when required.*

2. *The authority may allot additional duty to the officers and staff apart from the duties indicated above.*
3. *The above list is not based on hierarchy.*

**Sd/-**  
**Gautam Baruah**  
**REGISTRAR GENERAL**

**Memo No. HC.III-26/2022/G/1694-1721 dated Guwahati the 23<sup>rd</sup> March, 2023.**

Copy to:

1. The L.R. –cum- Commissioner & Secretary to the Government of Assam, Judicial Department, Dispur, Guwahati-6. *He is requested to circulate this order among the officer, under his/ her jurisdiction, who have been allotted duties.*
2. The Registrar (Vig./ Admn./ Judl./ Estt.), Gauhati High Court, Guwahati.
3. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
4. The Secretary, Gauhati High Court Legal Services Committee, Gauhati High Court, Guwahati.
5. The Member Secretary, Assam State Legal Services Authority, Guwahati.
6. The Secretary, District Legal Services Authority, Kamrup (M).
7. The Special Judge, Designated Court, Assam.
8. The Special Railway Magistrate, Special Railway Magistrate's Court Complex, 1st floor, Guwahati Railway Station, Guwahati. Pin-781001.
9. Smt. Shivani Handique, Research Officer, Judicial Academy, Assam.
10. Shri Ratnadip Bhatttcharjee, Faculty, Judicial Academy, Assam.
11. The Chief Liaison Officer to the Hon'ble Chief Justice's Secretariat, Gauhati High Court, Guwahati.
12. The Senior Information Technology Consultant, Gauhati High Court, Guwahati.
13. The Joint Registrar (Vig./Judl./PM&P/Recruitment/Finance/Admn.-I/Admn.-II), Gauhati High Court, Guwahati.
14. The OSD (Protocol), Gauhati High Court, Guwahati. *He is requested to circulate this order amongst all the officers and staff, under his jurisdiction, who have been allotted duties.*
15. The Deputy Registrar (\_\_\_\_\_), Gauhati High Court, Guwahati.
16. The Assistant Registrar (\_\_\_\_\_), Gauhati High Court, Guwahati.
17. The Assistant Registrar (Establishment). *He/ She is requested to circulate and detail this order amongst all the officers and staff (including Court Masters), who have been allotted duties.*
18. The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
19. The Special Officer (Translation Wing), Gauhati High Court, Guwahati. *She is requested to circulate and detail this order amongst all the officers and staff in her section who have been allotted duties.*
20. The P.S. to Hon'ble Mr./ Mrs. Justice \_\_\_\_\_, Gauhati High Court, Guwahati.
21. The Project Manager, Gauhati High Court, Guwahati. *He is requested to upload this order in the website of Gauhati High Court.*
22. The Court Manager, Gauhati High Court, Guwahati.
23. The Programmer, Gauhati High Court, Guwahati. *He is requested to circulate and detail this order amongst all the officers and staff in the IT Team.*

24. The Chief Security Officer, Gauhati High Court, Guwahati.
25. The Administrative Officer (Judicial), \_\_\_\_\_ Section, Gauhati High Court, Guwahati.
26. The Administrative Officer (Judicial), Establishment/ Accounts/ Correspondence & RTI/ Statement/ Translation Wing/ Appointment/ Rule Committee/ Criminal Appeal/ Criminal Revision/ Copying/ Computer/ Recruitment Cell/ Protocol/ Civil Revision/ Judges' Library/ Bench/ Civil Appeal (FA)/ Civil Appeal (SA)/ Civil Appeal [Contempt (ROS)]/ Civil Rule (Disposal)/ Civil Rule (Pending)/ Writ Appeal/ Paper Book/ Despatch/ Record Room/ Filing/ PM&P Section, Gauhati High Court, Guwahati. *He/ she is requested to circulate this order amongst all the staff, in his/ her section, who have been allotted duties.*
27. The Court Officer No. 1/ 2, Gauhati High Court, Guwahati. *He is requested to circulate and detail this order amongst all the Grade-IV staff who has been allotted duties.*
28. Notice Board, Gauhati High Court, Guwahati.

  
23/3/23  
**REGISTRAR GENERAL**

*Ankur*  
23/03/23