

# **HIGH COURT OF BOMBAY AT GOA, PANAJI**

No. HCB/GOA/A-4/2020/740

Date : 07.11.2020

## **NOTICE**

The following is the working arrangement of the Honourable Vacation Judge during the ensuing Diwali Vacation 2020 w.e.f. **8<sup>th</sup> November, 2020 to 22<sup>nd</sup> November, 2020.**

<b>1</b>	<b>THE HONOURABLE SHRI. JUSTICE M. S. SONAK</b> from 8 <sup>th</sup> November, 2020 to 14 <sup>th</sup> November, 2020
<b>2</b>	<b>THE HONOURABLE SMT. JUSTICE MUKULIKA S. JAWALKAR</b> from 15 <sup>th</sup> November, 2020 to 22 <sup>nd</sup> November, 2020

The urgent Judicial matters will be taken up by the Hon'ble Vacation Judge through Video Conferencing, on 11<sup>th</sup> November, 2020 & 18<sup>th</sup> November, 2020.

In all applications for Bail, 48 hours Notice (in case out of Panaji) and 24 hours Notice (in case from Panaji) should be given to the Government Pleader/Public Prosecutor.

The below mentioned Officials shall be available as and when required by the Hon'ble Court and should ensure that their mobile phones are within range and kept on at all times.

### **COURT STAFF ARRANGEMENT W.E.F. 08.11.2020 TO 14.11.2020 :**

<b>Sr. No</b>	<b>Name &amp; Designation of the Staff</b>	<b>Mobile No.</b>	<b>Dates</b>
1.	Mr. Santosh Mhamal, <b>Sr. Pvt. Secretary to the Hon'ble Judge</b>	9922301596	08.11.2020 to 14.11.2020
2.	Mr. Amrut Tari, <b>Personal Assistant</b>	9420819967	08.11.2020 to 14.11.2020
3.	Ms. Maria Suzana Rebello, <b>Personal Assistant</b>	7057193686	08.11.2020 to 14.11.2020
4.	Mr. Avinash A. Parab, <b>Section Officer (Court Superintendent)</b>	9421241729 7507651519	08.11.2020 to 11.11.2020

5.	Ms. Surekha Kumbharjuvekar, <b>Section Officer (Court Superintendent)</b>	9822169550	12.11.2020 to 14.11.2020
6.	Ms. Suchitra Singbal, <b>Shorthand Writer (H.G.)</b>	9822136566	08.11.2020 to 14.11.2020
7.	Mr. Anand Sawant, Chobdar	9923492587	08.11.2020 to 12.11.2020
8.	Mr. Ravindra Naik, Chobdar	9921085573	13.11.2020 to 14.11.2020
9.	Mr. Sanjay Sawant, Xerox Operator	9763870305	08.11.2020 to 12.11.2020
10.	Mr. Ishwar Shirvoikar, Xerox Operator	9881775205	13.11.2020 to 14.11.2020

**ADDITIONAL COURT STAFF ARRANGEMENT W.E.F. 08.11.2020 TO 14.11.2020**

Dates	For Video Conferencing	For Email	At the Residence of the Hon'ble Judge if required	For Bookmarking
08.11.2020 to 12.11.2020	Ms. Swati Asgaonkar, Assistant, Mob: 7798894383	Mr. Laxman Lohar, Clerk, Mob: 8975929085	Mr. Sultan Khan, Clerk, Mob:9960082142	Mr. Birbal Kasabe, Clerk, Mob:9860014629
13.11.2020 to 14.11.2020	Ms. Swati Asgaonkar, Assistant, Mob: 7798894383	Ms. Eden Roshel Fernandes, Clerk, Mob: 8806724090	Mr. Sultan Khan, Clerk, Mob:9960082142	Ms. Nevita Murgaonkar, Clerk, Mob:9527756328

**COURT STAFF ARRANGEMENT W.E.F. 15.11.2020 TO 22.11.2020 :**

Sr. No	Name & Designation of the Staff	Mobile No.	Dates
1.	Ms. Andreza Rodrigues Pereira, <b>Private Secretary</b>	9822989842	15.11.2020 to 22.11.2020
2.	Ms. Maria Aura Pereira, <b>Personal Assistant</b>	8551062825	15.11.2020 to 22.11.2020
3.	Ms. Vilasini Nagvekar, <b>Section Officer (Court Superintendent)</b>	9765637232	15.11.2020 to 22.11.2020
4.	Ms. Maria Margarida Fernandes, <b>Stenographer Grade-I</b>	9922289093	15.11.2020 to 22.11.2020
5.	Ms. Damini Naik, Chobdar	7743939781	15.11.2020 to 22.11.2020
6.	Mr. Sudin Prabhu, Peon	8788349272	15.11.2020 to 22.11.2020

**ADDITIONAL COURT STAFF ARRANGEMENT W.E.F. 15.11.2020 TO 22.11.2020**

Dates	For Video Conferencing	For Email	At the Residence of the Hon'ble Judge if required	For Bookmarking
15.11.2020 to 22.11.2020	Mr. Gaurish Shirodkar, Assistant, Mob: 9890240030	Ms. Eden Roshel Fernandes, Clerk, Mob: 8806724090	Mr. Utkarsh Karpe, Assistant, Mob: 9637014723	Ms. Nevita Murgaonkar, Clerk, Mob: 9527756328

**For information of the Court Superintendent -Office Staff posted for duty**  
- They shall work during Holidays, if required by the Hon'ble Court.

Sr No	Name & Designation of the Staff	Mobile No.	Dates	Section
i.	Ms. Seema Ferrao, Asst. Registrar(Jud.)	8668842970	08.11.2020 to 22.11.2020	<b>ASSISTANT REGISTRAR (JUDICIAL)</b>
ii.	Ms. Felicidade Barbosa, Section Officer	9923435434	08.11.2020 to 22.11.2020	<b>JUDICIAL SECTION</b>
iii.	Mr. Ashok Dhargalkar, Section Officer	9763524488	08.11.2020 to 22.11.2020	
iv.	Mr. Prashant Parab, Section Officer	9421246252	08.11.2020 to 22.11.2020	
v.	Ms. Vaibhavi More, Assistant	9923499862	08.11.2020 to 22.11.2020	
vi.	Mr. Chandan Narve, Clerk	8208471875	08.11.2020 to 22.11.2020	
vii.	Ms. Jaya Morajkar, Clerk	9673525097	08.11.2020 to 22.11.2020	
viii.	Ms. Sujata Pednekar, Clerk	8380095875	08.11.2020 to 22.11.2020	
ix.	Mr. Sanjay Shetye, Filer	9689537594	08.11.2020 to 22.11.2020	
x.	Mr. Ishwar Shirvoikar, Xerox Operator	9881775205	08.11.2020 to 22.11.2020	
xi.	Ms. Ashwini Naik, Peon	9673877811	08.11.2020 to 22.11.2020	
xii.	Ms. Vianna Dias, Section Officer	9881626072	08.11.2020 to 22.11.2020	<b>BOARD SECTION</b>
xiii.	Ms. Priti Naik, Assistant	9823836530	08.11.2020 to 22.11.2020	

xiv.	Ms. Pooja Sawant, Assistant	8390177927	08.11.2020 to 14.11.2020	<b>BOARD SECTION</b>
xv.	Ms. Nevita Murgaonkar, Clerk	9527756328	08.11.2020 to 22.11.2020	
xvi.	Mr. Pradeep Kunkolikar, Peon	9158579575	08.11.2020 to 15.11.2020 & 19.11.2020 to 22.11.2020	
xvii.	Ms. Brenda Fernandes, Peon	9850654659	08.11.2020 to 14.11.2020	
xviii.	Ms. Pushplata Shejawal, Clerk	9970300008	08.11.2020 to 22.11.2020	<b>POST-DISPOSAL SECTION</b>
xix.	Ms. Kusum Bandodkar, Chobdar	9049378067	08.11.2020 to 22.11.2020	
xx.	Mr. Pandurang Parab, Section Officer	9923797464	08.11.2020 to 17.11.2020	<b>COMPUTER SECTION</b>
xxi.	Mr. Sultan Khan, Clerk	9960082142	08.11.2020 to 17.11.2020	
xxii.	Mr. Sameer More, Assistant	9158186557	18.11.2020 to 22.11.2020	
xxiii.	Mr. Chandan Naik, System Supervisor	9665277197	18.11.2020 to 22.11.2020	
xxiv.	Mr. Tejesh Raut, Clerk	9158912812	08.11.2020 to 22.11.2020	<b>MAINTENANCE SECTION</b>
xxv.	Mr. Xavier D'Souza, Assistant	9823883682/8698719278	08.11.2020 to 18.11.2020	
xxvi.	Mr. Milind Rasam, Clerk	9370747006	19.11.2020 to 22.11.2020	<b>RECORD SECTION</b>
xxvii.	Mr. Mohindra Parab, Peon	7875691753	08.11.2020 to 22.11.2020	
xxviii.	Mr. Rajesh Joshi, Librarian	9822169040	08.11.2020 & 09.11.2020	<b>LIBRARY SECTION</b>
xxix.	Ms. Priyanka R. Dessai, Asst. Librarian	8605164160	08.11.2020 to 22.11.2020	

Contact numbers of vacation Court Superintendents are quoted above for the general information of Litigants and the Lawyers moving the matter before the Hon'ble vacation Judges. **Nobody should contact their Lordship/ Ladyship directly either personally or on the phone and the appointments with Their Lordship/Ladyship to attend Court business should be fixed only through the Vacation Court Superintendent.**

The Advocates and Parties in person who wish to list their matters for admission should send a Praeceptum on the email id [reghighgoadb@gmail.com](mailto:reghighgoadb@gmail.com) , along with an acknowledgment of service of Praeceptum on the other side.

(Dinesh R. Shetty)  
REGISTRAR (Admin.)

**Note :** The Concerned Court Superintendent and the Staff Posted for duties shall ensure that they coordinate amongst themselves about performing the duties as and when required so that no inconvenience is caused to Court working.

Further, the Court Superintendents are directed to receive the Praeceptums, process them and if the Praeceptum is allowed, to bookmark and prepare the Cause List well in advance.

**Copy for information to:-**

Sr. P.S./P.S./P.A. to the Hon'ble Judges

1. Registrar (Judicial)
2. Member Secretary (GSLSA)
3. Dy. Registrar
4. Assistant Registrar (Admin.)
5. Assistant Registrar (Judicial)
6. The Concerned Officials
7. Notice Boards of High Court of Bombay at Goa, Building No. 1 (2 Copies)
8. A.G.'s Office
9. Order File

rrl