

HIGH COURT OF BOMBAY AT GOA

No. HCB/GOA/A-4/2024/1915

Date : 25.10.2024

NOTICE

The following is the working arrangement of the Honourable Vacation Judges during the ensuing Diwali Vacation 2024 and staff arrangement w.e.f. **26.10.2024 to 10.11.2024** :

FOR 1st PART

DIVISION BENCH			
Sr. No.	Name of the Hon'ble Vacation Judges	Court Hall	Date
1	THE HONOURABLE SHRI. JUSTICE SANDEEP V. MARNE AND THE HONOURABLE SMT. JUSTICE MANJUSHA AJAY DESPANDE	2	26.10.2024 to 30.10.2024
SINGLE BENCH (CRIMINAL)			
2	THE HONOURABLE SHRI JUSTICE M.M. SATHAYE	3	26.10.2024 to 30.10.2024
SINGLE BENCH (CIVIL)			
3	THE HONOURABLE SHRI JUSTICE JITENDRA JAIN	4	26.10.2024 to 30.10.2024
DIVISION BENCH			
4	THE HONOURABLE JUSTICE SHARMILA U. DESHMUKH AND THE HON'BLE SHRI JUSTICE JITENDRA JAIN	2	31.10.2024 to 01.11.2024
SINGLE BENCH (CRIMINAL)			
5	THE HONOURABLE JUSTICE SHARMILA U. DESHMUKH	2	31.10.2024 to 01.11.2024
SINGLE BENCH (CIVIL)			
6	THE HON'BLE SHRI JUSTICE JITENDRA JAIN	4	31.10.2024 to 02.11.2024

FOR 2nd PART

DIVISION BENCH			
Sr. No.	Name of the Hon'ble Vacation Judges	Court Hall	Date
1	THE HONOURABLE SHRI. JUSTICE ARIF S. DOCTOR AND THE HONOURABLE SHRI JUSTICE SOMASEKHAR SUNDARESAN	2	03.11.2024 to 10.11.2024

SINGLE BENCH (CIVIL/CRIMINAL)			
2	THE HONOURABLE SHRI JUSTICE SHYAM C. CHANDAK	3/4	03.11.2024 to 10.11.2024

The urgent Judicial matters will be taken up by the Hon'ble Vacation Judge in the Court Hall/s mentioned above as per directions.

In all applications for Bail, 48 hours Notice (in case out of Panaji/Porvorim) and 24 hours Notice (in case from Panaji/Porvorim) 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. 26.10.2024 to 02.11.2024 :

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI. JUSTICE SANDEEP V. MARNE AND THE HONOURABLE SMT. JUSTICE MANJUSHA AJAY DESHPANDE	Period	Mobile No.
1.	Ms. Andreza Rodrigues Pereira, Private Secretary	26.10.2024 to 30.10.2024	9822989842
2.	Mr. Amrut Tari, Personal Assistant	26.10.2024 to 30.10.2024	9420819967
3.	Ms. Esha Vaigankar, Personal Assistant	26.10.2024 to 30.10.2024	9822686737
4.	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	26.10.2024 to 30.10.2024	9850193937
5.	Ms. Surekha Kumbharjuvekar, Section Officer (Court Superintendent)	26.10.2024 to 30.10.2024	9822169550 9511833255
6.	Mr. Sudin Prabhu, Peon	26.10.2024 to 30.10.2024	8788349272

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE M.M. SATHAYE	Period	Mobile No.
1	Ms. Andreza Rodrigues Pereira, Private Secretary	26.10.2024 to 30.10.2024	9822989842
2	Mr. Amrut Tari, Personal Assistant	26.10.2024 to 30.10.2024	9420819967
3	Ms. Esha Vaigankar, Personal Assistant	26.10.2024 to 30.10.2024	9822686737
4	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	26.10.2024 to 30.10.2024	9850193937
5	Ms. Vilasini Nagvekar, Section Officer (Court Superintendent)	26.10.2024 to 30.10.2024	9765637232
6	Mr. Sudin Prabhu, Peon	26.10.2024 to 30.10.2024	8788349272

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE JITENDRA JAIN	Period	Mobile No.
1	Ms. Andreza Rodrigues Pereira, Private Secretary	26.10.2024 to 30.10.2024	9822989842
2	Mr. Amrut Tari, Personal Assistant	26.10.2024 to 30.10.2024	9420819967
3	Ms. Esha Vaigankar, Personal Assistant	26.10.2024 to 30.10.2024	9822686737
4	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	26.10.2024 to 30.10.2024	9850193937
5	Ms. Gaurish Shirodkar, Section Officer (Court Superintendent)	26.10.2024 to 30.10.2024	9890240030
6	Mr. Sudin Prabhu, Peon	26.10.2024 to 30.10.2024	8788349272

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE JUSTICE SHARMILA U. DESHMUKH AND THE HON'BLE SHRI JUSTICE JITENDRA JAIN	Period	Mobile No.
1	Ms. Andreza Rodrigues Pereira, Private Secretary	31.10.2024 to 01.11.2024	9822989842
2	Mr. Amrut Tari, Personal Assistant	31.10.2024 to 01.11.2024	9420819967
3	Ms. Esha Vaigankar, Personal Assistant	31.10.2024 to 01.11.2024	9822686737
4	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	31.10.2024 to 01.11.2024	9850193937
5	Ms. Gaurish Shirodkar, Section Officer (Court Superintendent)	31.10.2024 to 01.11.2024	9890240030
6	Mr. Sudin Prabhu, Peon	31.10.2024 to 01.11.2024	8788349272

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE JUSTICE SHARMILA U. DESHMUKH	Period	Mobile No.
1	Ms. Andreza Rodrigues Pereira, Private Secretary	31.10.2024 to 01.11.2024	9822989842
2	Mr. Amrut Tari, Personal Assistant	31.10.2024 to 01.11.2024	9420819967
3	Ms. Esha Vaigankar, Personal Assistant	31.10.2024 to 01.11.2024	9822686737
4	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	31.10.2024 to 01.11.2024	9850193937
5	Ms. Surekha Kumbharjuvekar, Section Officer (Court Superintendent)	31.10.2024 to 01.11.2024	9822169550 9511833255
6	Mr. Sudin Prabhu, Peon	31.10.2024 to 01.11.2024	8788349272

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE JITENDRA JAIN	Period	Mobile No.
1	Ms. Andreza Rodrigues Pereira, Private Secretary	31.10.2024 to 02.11.2024	9822989842
2	Mr. Amrut Tari, Personal Assistant	31.10.2024 to 02.11.2024	9420819967
3	Ms. Esha Vaigankar, Personal Assistant	31.10.2024 to 02.11.2024	9822686737
4	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	31.10.2024 to 02.11.2024	9850193937
5	Ms. Gaurish Shirodkar, Section Officer (Court Superintendent)	31.10.2024 to 02.11.2024	9890240030
6	Mr. Harendra Shirodkar, Peon	02/11/2024	9511215389/ 9527062380

COURT STAFF ARRANGEMENT W.E.F. 03.11.2024 to 10.11.2024 :

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE ARIF S. DOCTOR AND THE HONOURABLE SHRI JUSTICE SOMASEKHAR SUNDARESAN	Period	Mobile No.
1.	Ms. Andreza Rodrigues Pereira, Private Secretary	03.11.2024 to 10.11.2024	9822989842
2.	Mr. Amrut Tari, Personal Assistant	03.11.2024 to 10.11.2024	9420819967
3.	Ms. Esha Vaigankar, Personal Assistant	03.11.2024 to 10.11.2024	9822686737
4.	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	03.11.2024 to 10.11.2024	9850193937
5.	Ms. Surekha Kumbharjuvekar, Section Officer (Court Superintendent)	03.11.2024 to 10.11.2024	9822169550 9511833255
6.	Mr. Sanjay Sawant, Photocopy Machine Operator	03.11.2024 to 10.11.2024	9763870305

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE SHYAM C. CHANDAK	Period	Mobile No.
1.	Ms. Andreza Rodrigues Pereira, Private Secretary	03.11.2024 to 10.11.2024	9822989842
2.	Mr. Amrut Tari, Personal Assistant	03.11.2024 to 10.11.2024	9420819967
3.	Ms. Esha Vaigankar, Personal Assistant	03.11.2024 to 10.11.2024	9822686737
4.	Mr. Jose @ Joseph Francisco D'Souza, Personal Assistant	03.11.2024 to 10.11.2024	9850193937

Sr. No	Name & Designation of the Staff at the disposal of THE HONOURABLE SHRI JUSTICE SHYAM C. CHANDAK	Period	Mobile No.
5.	Ms. Vilasini Nagvekar, Section Officer (Court Superintendent)	03.11.2024 to 10.11.2024	9765637232
6.	Mr. Pradeep Kunkolkar, Peon	03.11.2024 to 10.11.2024	9158579575

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	Period	Mobile No.	Section
i.	Ms. Seema Ferrao, Asst. Registrar(Jud.)	28.10.2024 to 08.11.2024	8668842970	ASSISTANT REGISTRAR (JUDICIAL)
ii.	Mr. Avinash Parab, Section Officer	28.10.2024 to 08.11.2024	7507651519	JUDICIAL SECTION
iii.	Ms. Sujata Pednekar, Clerk		8380095875	
iv.	Ms. Jaya Morajkar, Clerk		9673525097	
v.	Ms. Viana Dias, Section Officer	28.10.2024 to 08.11.2024	9881626072	BOARD SECTION
vi.	Mr. Utkarsh Karpe, Assistant		9637014723	
vii.	Ms. Geeta P. Naik, Section Officer	04.11.2024 to 08.11.2024	9767930202 9022254385	POST-DISPOSAL/ PAPER BOOK
viii.	Ms. Priti Naik, Assistant	31.10.2024 to 08.11.2024	9823836530	
ix.	Ms. Shradha Verlekar, Assistant	28.10.2024 to 30.10.2024	9405332931	
x.	Ms. Nandini Chodankar, Clerk	28.10.2024 to 31.10.2024	9011276919	
xi.	Ms. Mangala Narve, Photocopy Machine Operator	01.11.2024 to 08.11.2024	7798533976	
xii.	Ms. Sital Chari, Gardener	28.10.2024 to 08.11.2024	9146418001	
xiii.	Mr. Gaurish Shirodkar, Section Officer	28.10.2024 to 08.11.2024	9890240030	SUPREME COURT SECTION
xiv.	Ms. Kavita Maverker, Clerk	04.11.2024 to 08.11.2024	9923151420	
xv.	Mr. Sultan Khan, Clerk	28.10.2024 to 08.11.2024	9960082142	COMPUTER SECTION
xvi.	Mr. Yashwant Rivankar, Rollout Support Engineer		7264012849	
xvii.	Mr. Amit Shetke, Clerk	03.11.2024 to 08.11.2024	8407901211 9763128628	MAINTENANCE SECTION
xviii.	Mr. Tejesh S. Raut, Clerk	28.10.2024 to 02.11.2024	9158912812	
xix.	Ms. Sapna M. Gaonkar, Section Officer	04.11.2024 to 08.11.2024	9325840381	RECORD/ CERTIFIED COPY SECTION
xx.	Mr. Damodar Bhandodkar, Clerk	28.10.2024 to 03.11.2024	9970461393 9049922161	
xxi.	Mr. Mohindra Parab, Peon	04.11.2024 to 08.11.2024	7875691753	

Sr No	Name & Designation of the Staff	Period	Mobile No.	Section
xxii.	Mrs. Telma Esibeiro, Section Officer	28.10.2024 to 08.11.2024	9765804430/ 9850535761	ACCOUNTS SECTION
xxiii.	Mr. Ashvek Sawal, Accountant	28.10.2024 to 08.11.2024	7875242436	
xxiv.	Ms. Vaibhavi More, Assistant	07.11.2024 to 08.11.2024	9923499862	
xxv.	Mr. Bhushan Jadhav, Assistant	04.11.2024 to 08.11.2024	8850286252	
xxvi.	Ms. Mayuri Maynak, Clerk	04.11.2024 to 08.11.2024	9689815859	
xxvii.	Mr. Sairaj S. Bhat, Clerk	04.11.2024 to 08.11.2024	9284408230	
xxviii.	Mr. Anand Kavlekar, Chobdar	28.10.2024 to 08.11.2024	9923147128	
xxix.	Ms. Milan Kurade, Chobdar	28.10.2024 to 08.11.2024	8888452102, 9923410499	
xxx.	Mr. Rajesh Joshi, Librarian	04.11.2024 to 08.11.2024	9822169040	LIBRARY SECTION
xxxi.	Mr. Mukesh Naik, Clerk	28.10.2024 to 08.11.2024	9763686716	
xxxii.	Ms. Ankita Gawade, Peon	04.11.2024 to 08.11.2024	7261984089	
xxxiii.	Mr. Rajat Dabholkar, L.D.C.	26.10.2024 to 08.11.2024	8888372869, 7020726942	INWARD/ OUTWARD DESPATCH SECTION

THE HONOURABLE SHRI JUSTICE JITENDRA JAIN will take up matters pertaining to **Division Bench on 02.11.2024**, if any, having extreme urgency as per Chapter-I, Rule 5 of the Bombay High Court, Appellate Side, Rules, 1960. **THE HONOURABLE SHRI JUSTICE JITENDRA JAIN** will take criminal matters, if any, having extreme urgency.

If any praecepe is received in the First & Second (through V.C.) the Court Superintendent in Goa shall forward the same by email to the respective Court Superintendents of their Lordships/Ladyship at Bombay High Court for its approval from the Hon'ble Lordships/Ladyship. If the praecepe is allowed, Judicial, Board and Computer Section shall co-ordinate among themselves and with the respective Court Superintendents to do the needful.

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

sd/-
(S.C. Munghate)
REGISTRAR (Admin.)

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

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. Protocol Officer cum Court Keeper
7. Librarian
8. Court Superintendents
9. Section officers -Judicial, Maintenance, Board, Computer, Accounts, Record & Stationery & Certified Copy/Post-Disposal/Supreme Court.
10. The Concerned Officials
11. Office of the Advocate General
12. Mr. Pravin Faldessai, Assistant Solicitor General of India, C/o. Govt. Pleader's Office
13. President/ Secretary High Court Bar Association
14. District Courts North Goa/South Goa for wide circulation
15. Order File

sd/-
(S.C. Munghate)
REGISTRAR (Admin.)