

APPLICATION FOR SELF ASSESSMENT

Case Id : A00025292021 | Old Case Id : 5429

Employee Id : 2451

3 MONTHS COMPLETION

Whether 3 Months are complete for remarks of DISTRICT JUDGE?

Yes

SELF ASSESSMENT FORM PART I

1.	Self Assessment Period	01/04/2020 - 31/03/2021	
2.	Name of the Officer	SMT. ZEBA RAUF	
3.	Designation	Addl. Civil Judge (Junior Div.)	
4.	Date of Joining Service / Length of Service	13/06/2018 (2 Years 10 Months and 27 Days)	
5.	Place of Posting	Muzaffar Nagar Posting Details During Self Assessment Period Not Available	
6.	Any other charge held during the financial year	no	
7.	Year wise break up of cases	Yearwise breakup of cases 2020-2021	Attachment Available
8.	Courts held during the financial year	Additional Civil Judge (Junior Division) Court No. 1	
9.	In how many cases have you framed the issues	Nil	
10.	In how many cases have you framed the charge	01 case	
11.	Number of cases in which Judgment not delivered within 15 days of conclusions of argument	Nil	
12.	Percentage of appeals remanded by the officer	Nil	
13.	Inspections	Additional Civil Judge (Junior Division) Court No. 1, Inspections	Attachment Available
14.	Remarks if any	Nil	
15.	Details of the works by the officer	work done of Additional Civil Judge (Junior Division) Court No. 1	Attachment Available
16.	Performance in Lok Adalat	28 cases decided.	

SELF ASSESSMENT FORM PART II

1.	Brief description of duties	From 01.04.2020 to 31.03.2021 worked as Additional Civil judge (Junior Division)	
2.	Norms set and achieved in respect of disposal of cases.		
	Target	Achievements	
	1- To dispose of maximum pending cases at the earliest 2- To dispose of all old cases on the priority basis. 3- To adhere to the work criteria of units	1- 132 Criminal Cases decided & 09 Civil Cases decided. 2- Other old cases reached up to due Stage of arguments and Statement U/s 313 Cr.P.C.	

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	4- To dispose of cases having direction from Hon'ble High Court.	3- Units completed and exceeded the prescribed limit.	
2A.	Steps taken to dispose of old matters which are more than 5 years old.		
	Target	Achievements	
	Disposed off maximum cases more than 5 years old.	1.Cases listed with short dates. 2- Witnesses were summoned. 3- Requested Advocates to work during Strikes.	
2A(i).	Pendency of such matters at the commencement of the year.		
	Target	Achievements	
	438 cases 5 year old were pending on 01.04.2020.	Nil.	
2A(ii).	Number of such matters disposed of during the year.		
	Target	Achievements	
	438 cases 5 year old were pending on 01.04.2020.	Nil.	
2B.	Steps taken to dispose of old matters which are more than 10 years old.		
	Target	Achievements	
	Disposed off maximum cases more than 10 years old.	1.Cases listed with short dates. 2- Witnesses were summoned. 3- Requested Advocates to work during Strikes.	
2B(i).	Pendency of such matters at the commencement of the year.		
	Target	Achievements	
	426 cases more than 10 year old were pending on 01.04.2020.	01 cases 10 year old decided from 01.04.2020 to 31.3.2021.	
2B(ii).	Number of such matters disposed of during the year.		
	Target	Achievements	
	Disposed off maximum cases more than 10 years old.	1- 01 cases 10 year old decided from 01.04.2020 to 31.3.2021. 2- Other old cases reached at the Stage of arguments.	
2C.	Steps taken to dispose of cases of persons with more than 65 years of age.		
	Target	Achievements	
	No such cases were pending during assessment year.	Nil.	
2C(i).	Pendency of such matters at the commencement of the year.		
	Target	Achievements	
	Nil.	Nil.	
2C(ii).	Number of such matters disposed of during the year.		
	Target	Achievements	
	Nil	Nil.	

3.	Please state briefly the shortfalls with reference to the targets / objectives referred to at S. No. 02 above. Please specify constraints, if any, in achieving the targets.	
	Target	Achievements
	1. Advocates strikes big constraints. 2. Witness mainly formal witnesses fail to turn up. 3. Witnesses and accused were not appearing in the court due to COVID-19. 4. Due to COVID-19 court work effected badly / adversely.	1- Summon issued to related accused and witnesses . 2- Latter written to concerned PS and SSP. 3. Despite COVID-19 target units completed and exceeded with the prescribed limit.
4.	Academic and professional achievements during the year, including degree(s) obtained and/or books/articles published.	
	Target	Achievements
	Nil.	Nil.
5.	Whether attended any workshop, course, programme, etc., organized by Judicial Academy and/or any other organization during the period in question? If so, give details.	
	Target	Achievements
	To Attend workshops and Training.	Nil.
6.	Whether visited Judicial Academy as Faculty Member. If so, give details about the nature of lecture(s) given/topic(s) discussed.	
	Target	Achievements
	Nil.	Nil.

Applying Date	
Date	10/05/2021

01-Remarks given by the District Judge regarding:		
01 (a).	Integrity of the Officer- whether beyond doubt, doubtful or positively lacking	Integrity Certified (As no adverse supporting material was brought to my knowledge)
	Note- If the officer's integrity is doubtful or positively lacking, it may be so stated with all relevant fact, reason(s) & supporting material.	
01 (b).	If he is fair and impartial in dealing with the public and Bar?	Impartial
01 (c).	If he is cool minded and does not lose temper in court.	Cool Mind
01 (d).	His private character is such as to lower him in the estimation of the public and adversely affects the discharge of his official duties?	No
1 (e).	CONTROL OVER THE FILES IN THE MATTER OF:	
01 (e)(i)(a).	Proper fixation of cause list:	Proper Fixation
01 (e)(i)(b).	Whether sufficient number of cases are fixed by him to keep him engaged during full court full court hours?	Yes
01 (e)(ii).	Avoidance of unnecessary adjournments:	Yes
01 (e)(iii).	Disposal of old cases(Give number and year of old cases decided):	Nil
01 (e)(iv).	Progress and disposal of execution cases:	NIL

01 (e)(v).	Whether interim order, injunction being granted, refused or retained for sufficient reasons?	Yes
01 (e)(vi).	Are cases remanded on substantial grounds?	N/A
01 (e)(vii).	Performance with regard to decision of Motor Accident Claims related to death / injury	N/A
01 (f).	Whether Judgment on facts and on law are on the whole sound, well-reasoned and expressed in good language?:	Yes, Judgement are well reasoned and sound on facts and on law and are written in good language.
Note:- The following factors should also be indicated in filling up this column:		
01 (f)(i).	Marshalling of facts;	Good
01 (f)(ii).	Appreciation of evidences;	Proper
01 (f)(iii).	Application of law.	Proper
01 (g).	Whether disposal of work is adequate.(Give percentage and reasons for short disposal, if any)	109.08%
Note:- The following factors should also be indicated in filling up this column:		
01 (g)(i).	Number of cases decided after actual full contest;	Civil- 01
01 (g)(ii).	Number of cases decided wherein all witnesses of fact turned hostile and the case ended in acquittal.	Nil
01 (g)(iii).	Number of civil cases decided on compromises / alternate dispute resolution.	2 Cases
01 (g)(iv).	Number of cases wherein after conclusion of arguments and reserving them for judgment, rehearing was ordered.	Nil
01 (h).	Control over the Office and Administrative capacity and tact:	Good
01 (i).	Relations with members of the Bar(mention incidents, if any):	Good
01 (j).	Behavior in relation to brother Officers(mention incidents, if any):	Good
01 (k).	Whether the officer has made regular inspections of his court and offices in his charge and whether such inspections were full and effective?	3 Inspections of Court & Office which were effective
01 (l).	His punctuality and regularity in sitting on the dais in court during court hours?	Punctual
01 (m).	Whether amenable to the advice of the District Judge and other superior officers?	Yes
01 (n).	Behaviour towards women(respect and sensitivity exhibited towards them)	Good
2.	Over all assessment of the merit of the officer(Outstanding, Very Good, Good, Average, Poor)	'Outstanding'
3.	State of Health, with remarks, if any?	'Sound'
4.	Other remarks, if any:	She is a responsible Officer and takes pain in disposing the Judicial Work and has disposed of reasonable judicial work during Covid-19 pandemic, before proceeding on maternity leave from 18.01.2021.
5.	Name of the District Judge:	RAJIV SHARMA (UP 5340) 27.07.2021

Asst. J. 15/10/2022

Asst. J. 15/07/2022

Asst. J. 15/10/2022

Asst. J. 15/10/2022

Annual remarks recorded by the Administrative Judge/Reviewing and Accepting Authority

Suneet Kumar(HON'BLE JUDGE)

In view of the order dated 4 February 2022, passed on the representation of the Officer, over all assessment of the Officer is upgraded.

Overall assessment

Outstanding

Integrity

Certified

Vide order dated 04.02.2022 read with Court Remarks dated 09.03.2022 of Hon'ble Mr. Justice Suneet Kumar, the then Administrative Judge, Muzaffarnagar, col. nos. 1(f), 3 & 4 expunged & substituted and overall assessment of merit upgraded as 'Outstanding'.

Aswini
15/10/2024
Registrar General