



The District Judiciary, Swabi

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No. 2860-69 / (F-05)/D&SJ

Dated 29 / 08 /2024

OFFICE ORDER 28.08.2024

Under the directive of the august Peshawar High Court, Peshawar, as conveyed in letter No. AJP/HC/43-A-9/2003/HP-34 dated Peshawar, the 6th January, 2007 regarding rotation of criminal & civil work amongst Civil Judges/Judicial Magistrates and to equalize the pendency amongst the Judicial Officers the following order is hereby issued in the public interest:-

S.#	Name of Judicial Officer	Designation	Redesignation
1	Mr. Bilal Khan Tanoli	Civil Judge/Judicial Magistrate-I, Lahor	Civil Judge/Judicial Magistrate-II, Lahor
2	Ms. Rabia Yousaf	Civil Judge/Judicial Magistrate-II, Lahor	Civil Judge/Judicial Magistrate-I, Lahor

The Civil Cases pending before the Courts mentioned in column No. II are hereby transferred to the Courts mentioned in column No. III in the manner highlighted below:-



I S.No	II Transferring Court	III Name of the courts to whom the cases transferred		
		Court of SCJ(Lahor)	Ms. Rabia Yousaf JM-I, Lhor	Bilal Tanoli Civil Judge-II, Lahor
1.	Mr. Bilal Khan Tanoli Civil Judge-II, Lahor	141 family suits (Annex A)	--	--
2.	Mr. Zeeshan Younas Civil Judge-III, Lahor	--	03 cases (Annex B)	250 highlighted cases (Annex C)

Note: The concerned Judicial Officers are directed to change their place of sitting only w.e.f. 01.09.2024. However, the attached staff of their respective courts shall remain intact in the respective Courts. To ensure the safe and efficient transfer of cases between courts, the following Standard Operating Procedure (SOP) has been devised:

1. All connected cases and miscellaneous applications shall be included with the relevant main cases in the above lists.
2. The record shall be transmitted daily, based on the cause list, to minimize inconvenience to stakeholders, particularly public litigants, and to avoid any loss of time.
3. The taking over of all records shall be done meticulously. A final list of transferred cases must be submitted to this office as soon as the process is completed.

4. Relevant Moharrirs shall prepare the CFMIS/PQS Statements and fortnightly reports with due care, showing the correct number of transferred cases to avoid discrepancies. All entries in the CFMIS system shall be made accurately and promptly.
5. The Courts, both the end recipient and the sender, shall ensure all digital records and physical files are backed up and securely transferred to maintain continuity and prevent data loss.
6. The Courts, both the end recipient and the sender, shall designate a responsible officer to oversee the transfer process daily and ensure all protocols are followed by submitting a report to the presiding officer.
7. Stakeholders should be informed of the transfer schedule in advance to avoid any last-minute confusion or inconvenience.


By adhering to this SOP, we hope to minimize inconvenience, protect the interests of all parties concerned, and ensure a smooth and secure transfer of cases.


ASHFAQUE TAJ
District & Sessions Judge,
Swabi 

Endst: No. & date even.

Copy for information to:

- 1) The Director, IT, Peshawar High Court, Peshawar
- 2) The Addl: District & Sessions Judges at Lahor Swabi
- 3) The Senior Civil Judge-Admn, Swabi
- 4) The Senior Civil Judge, Lahor
- 5) The concerned Courts
- 6) The Presidents DBA/TBA Swabi/Lahor
- 7) WhatsApp group "Swabi Judiciary"
- 8) Office


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