



HIMACHAL PRADESH JUDICIAL ACADEMY

GHANDAL, P.O. SHAKRAH, SUB TEHSIL DHAMI, DISTRICT SHIMLA – 171011

[Est. vide Notification No. Home (E) 3-17/2003-II dated 24th November 2005]

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Dated: 3.4.2018

To

1. The District & Sessions Judge, Una, H.P.
2. The District & Sessions Judge, Kangra at Dharamshala, H.P.

Subject: A two-day training programme on “CIS National Core Version 2.0” for ministerial staff working in subordinate courts of Himachal Pradesh on 25th May, 2018 and 26th May, 2018.

Sirs,

“Jai Hind”

I have the honour to say that the Academy is going to organize a two-day training programme on “CIS National Core Version 2.0” for the Superintendents Grade-I/II, Senior Assistants, Junior Assistants, Clerks, P.A.s, Senior Scale Stenographers, Junior Scale Stenographers, Judgment Writers and Steno-typists working in the establishments of Civil & Sessions Divisions, Una and Kangra. The schedule and venue of the training programme would be as follows:-

Schedule		Venue	Number of participants required to be nominated from Civil & Sessions Division:
From	To		
25.5.2018	26.5.2018	Computer Lab, Himachal Pradesh Judicial Academy at Ghandal, District Shimla	Una = 8 Kangra = 7

I may, therefore, request you to please nominate the aforesaid officials from your Civil & Sessions Division to undergo this training on the scheduled dates. However, the officials who are to superannuate within a period of one year or those who have already undergone such training may not be nominated for this programme.

It is also submitted that once the nomination of trainee- participants have been made and forwarded to this office, no exemption or leave of any kind may be granted to any of the nominated

