



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]

Phone: 0177-2779960

Telefax: 0177-2779960

e-Mail: ja-hp@nic.in

Web: www.hpsja.nic.in

Ref. No. HPJA/ Trg-Ahl-Summary Clk/2018

Dated: 7.2.2019

To

1. The District & Sessions Judge, Shimla, H.P.
2. The District & Sessions Judge, Mandi, H.P.
3. The District & Sessions Judge, Solan, H.P.

Subject: Two days Orientation Training Programme on “Issuance of Processes” for Ahlmads and Summary Clerks working in subordinate courts of Himachal Pradesh on 11th March, 2019 and 12th March, 2019.

Sirs,

“Jai Hind”

I have the honour to say that Himachal Pradesh Academy is going to organize a two-day training programme on “**Issuance of Processes**” for **Ahlmads and Summary Clerks** working in the establishments of Civil & Sessions Divisions, Shimla, Mandi and Solan. 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		
11.3.2019	12.3.2019	Conference Hall Himachal Pradesh Judicial Academy at Ghandal, District Shimla	Shimla = 8 Mandi = 5 Solan = 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, it is requested that you kindly ensure that 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 officials. This fact may also be brought to the notice of the nominated officials for their information and strict compliance by them. It may kindly be brought in the notice of participants that Academy is providing accommodation also.

Thanking you,

Yours faithfully,


(Abira Basu)

Deputy Director

Dated: 7.2.2019

Endst. No. HPJA/ Trg-Ahl-Summary Clk/2018 593
Copy forwarded to:

1. The Principal Private Secretary to Hon'ble the Chief Justice (Hon'ble Patron of the Academy), for information, please;
2. The Secretary to Hon'ble Mr. Justice Tarlok Singh Chauhan, Judge, High Court of Himachal Pradesh (Hon'ble President of the Academy); for information, please;
3. The Worthy Registrar General, Hon'ble High Court of Himachal Pradesh, Shimla, for information, please;
4. The System Analyst of Academy with the direction to upload it in the Academy website.


Deputy Director