



HIMACHAL PRADESH JUDICIAL ACADEMY

CURZON HOUSE, BOILEAUGANJ, SHIMLA – 171005

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

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Ref. No. HPJA/Trg-Office-Adm./Ministerial Staff/2015-6482-89

Dated: 8.10.2015

To

1. The District & Sessions Judge, Chamba, H.P.
2. The District & Sessions Judge, Hamirpur, H.P.
3. The District & Sessions Judge, Kangra, H.P.
4. The District & Sessions Judge, Kullu, H.P.

Subject: A-three-day Orientation Training Programme on “Office Administration and Service Matters” for the Superintendents, Readers and Senior Assistants of Subordinate Courts of Himachal Pradesh w.e.f. 5th October, 2015 to 7th October, 2015.

Sirs,

“Jai Hind”

I have the honour to say H.P. Judicial Academy organized a three-day Orientation Training Programme on “**Office Administration and Service Matters**” for the Superintendents, Readers and Senior Assistants working in Civil & Sessions Divisions, Chamba, Hamirpur, Kangra at Dharamshala, and Kullu from 5.10.2015 to 7.10.2015, in the Academy. The training programme was attended by the following Officials:

S. No.	Name & designation of the Official	Presently posted in the court of:
1.	Shri Uttam Chand Rana, Superintendent Grade-II	Civil Judge (Sr. Division)-cum-CJM, Chamba.
2.	Shri Rajesh Kumar, Reader	Civil Judge (Sr. Division)-cum-CJM, Chamba.
3.	Shri Chaman Lal, Civil Nazir	District & Sessions Judge, Chamba.
4.	Shri Ravinder Singh, Reader	Civil Judge (Jr. Division)-cum-JMIC, Dalhousie.
5.	Shri Mukh Ram, Record Keeper	Civil Judge (Jr. Division)-cum-JMIC, Dalhousie.
6.	Smt. Reeta Devi, Superintendent Grade-II	Civil Judge (Sr. Division)-cum-ACJM, Hamirpur.
7.	Shri Ranjeet Singh Patial, Translator	District & Sessions Judge, Hamirpur.

8.	Shri Bhawani Shankar, Civil Nazir	District & Sessions Judge, Hamirpur.
9.	Smt. Sushma Kumari, Reader	Civil Judge (Jr. Division)-cum-JMIC, Court No. 2, Hamirpur.
10.	Shri Kartar Singh, Record Keeper	Civil Judge (Jr. Division)-cum-JMIC, Barsar.
11.	Shri Atma Ram, Superintendent Grade-II	Addl. District & Sessions Judge-I, Kangra at Dharamshala.
12.	Shri Santosh Kumar, Superintendent Grade-II	Civil Judge (Sr. Division)-cum-CJM, Kangra at Dharamshala.
13.	Shri Kuldip Chand, Superintendent Grade-II	Civil Judge (Jr. Division)-cum-JMIC, Jawali.
14.	Shri Vyomesh Kaushal, Record Keeper	Civil Judge (Jr. Division)-cum-JMIC, Indora
15.	Shri Joginder Singh, Reader	Civil Judge (Jr. Division)-cum-JMIC, Court No. 1, Dharamshala.
16.	Shri Sita Ram, Superintendent Grade-II	Civil Judge (Jr. Division)-cum-JMIC, Manali.
17.	Shri Kushal Chand, Civil Nazir	Civil Judge (Sr. Division)-cum-CJM, Kullu.
18.	Shri Roshan Lal, Reader	Civil Judge (Sr. Division)-cum-CJM, Kullu.
19.	Shri Madan Lal, Civil Nazir	Civil Judge (Sr. Division)-cum-CJM, L&S at Kullu.
20.	Shri Jeet Kumar, Record Keeper	District & Sessions Judge, Kullu.

The reading & writing material, light refreshment and working lunch were provided to the trainee-participants, as usual.

Yours faithfully,


(Rakesh Kainthla)

Director 

Endst.No. HPJA/ Trg-Office-Adm./Ministerial Staff/2015-6482-89 Dated: 8.10.2015

Copy forwarded for information to:

1. The Deputy Registrar-cum- Special Private Secretary to Hon'ble the Chief Justice (Hon'ble Patron of the Academy), Shimla;
2. The Secretary to Hon'ble Mr. Justice Rajiv Sharma, Judge, High Court of H.P. (Hon'ble President of the Academy), Shimla;
3. The Worthy Registrar General, Hon'ble High Court of Himachal Pradesh, Shimla;
4. The System Analyst of Academy with the direction to upload it in the Academy website.


Director

