



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/ Ref. Trg. Ubuntu OS/2014-15/

Dated: 18.07.2014

To

The District & Sessions Judge(s),

I. Mandi (H.P.)

II. Bilaspur (H.P.)

III. & Kangra at Dharmshala (H.P.)

(Through Fax as well as e-Mail also)

Subject: Two-day Refresher Training Programme in Ubuntu-Linux Operating System and LibreOffice Writer for the Judicial Officers.

Sir,

‘Jai Hind!’

I have the honour to submit that Himachal Pradesh Judicial Academy is going to organise two-day **Refresher Training Programmes in Ubuntu-Linux Operating System and LibreOffice Writer**, for the Judicial Officers of the State, at Mandi, Bilaspur, Dharmshala and Shimla, as per the schedule already sent.

It is, therefore, requested that the following arrangements may kindly be made at the respective venue (i.e. Bilaspur, Dharamshala and Mandi) for the dates, fixed for training:

1. Hall to accommodate all the participant officers.
2. Charging points for all the laptops brought by the participants.
3. Projector with proper white non-glossy screen (fixed or portable)
4. Public Address system with wireless collar and hand held mic facility.
5. Wireless internet facility should be available for the sessions on Firefox browser (1st day last session) and Google Search (2nd day last session)



6. Arrangement of stay for the undersigned, assisting staff and also for the Master Trainers and participant Judicial Officers coming from outstations.
7. Arrangement of two times tea, snacks and working lunch at the venue during two days training period (expenses to be borne by the Academy).

It is, therefore, requested that the necessary arrangements may kindly be got made in advance, under intimation to the Academy at the earliest possible.

Thanking you,

Yours faithfully,

(Rakesh Kainthla)
Director

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Copy forwarded for information to:

1. The Deputy Registrar-cum-Special Private Secretary to Hon'ble the Chief Justice, High Court of H.P. (Hon'ble Patron of the Academy); with the request to place this letter before His Lordship for kind perusal, please.
2. The Ld. Registrar General, High Court of H.P., Shimla, for information, please.
3. The Central Project Coordinator, High Court of Himachal Pradesh; for information and further necessary action, please.
4. ✓ The System Analyst of Academy; with the direction to upload the same in the website of the Academy and also send the same to Sh. Ashok T. Ukrani [e-mail: atukrani@indianjudiciary.gov.in] Id. Members, E-Committee, Supreme Court of India, through **e-mail**.

Director