



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/MS/Ubuntu/2013-

Dated: 24.12.2014

To

The District & Sessions Judge,
Shimla (H.P.).

Subject: **Three days Orientation Training Programme on Ubuntu-Linux-12.04.1 LTS/LibreOffice for Ministerial Staff of Subordinate Judiciary of Himachal Pradesh.**

Sir,

“Jai Hind”

I have the honour to submit that the Academy is going to organize a three days Orientation Training Programme on Ubuntu-Linux-12.04.1 LTS/LibreOffice for Ministerial Staff i.e. Superintendent Grade-I, Superintendents Grade-II, PA, Judgment Writers, Sr. Scale Stenographers, Junior Scale Stenographers, Steno-Typists, Senior Assistants, Junior Assistants and Clerks working in subordinate courts of H.P. from 29.01.2015 to 31.01.2015, in the premises of the Academy

I may, therefore, request your goodself to please nominate **seven aforesaid officials from your Civil & Sessions Division as per scheduled dates mentioned above.** However, you are requested not to nominate those officials who are to superannuate within a period of one year and also those who have already undergone the aforesaid training programme.

It is also submitted that after the receipt of nomination of trainee- participants in this office, no exemption or leave will be allowed during the training period by the Academy. Therefore, the request of the ministerial staff for exemption may also be considered by your goodself before finalizing and sending the list to the Academy. The instructions issued vide letter No. HPJA/Instructions/2013-187-200, dated 13.01.2013 be brought to the notice of all the participants for strict compliance, before proceeding to the Academy.

- You are humbly requested to advise the trainee participants to approach H.P. PWD for their stay, if they require accommodation during training period.

Thanking you,

Yours faithfully,

sdf
(Anuja Sood)
Deputy Director
Dated: 24.12.2014

Endst. No. HPJA/Trg/MS/Ubuntu/2013-7039

Copy forwarded to:

1. The Deputy Registrar-cum- Special Private Secretary to Hon'ble the Chief Justice (Hon'ble Patron of the Academy), Shimla-01; with the request to place this letter before His Lordship for kind perusal, please.
2. The Secretary to Hon'ble Mr. Justice Rajiv Sharma, Judge, High Court of H.P. (Hon'ble President of the Academy); with the request to place this letter before His Lordship for kind perusal, please.
3. The Worthy Registrar General, Hon'ble High Court of Himachal Pradesh, Shimla (H.P.); for information, please.
4. ✓ The System Analyst of Academy with the direction to upload the same in the Academy website.

Deputy Director

