

HIMACHAL PRADESH JUDICIAL ACADEMY

16 Mile, Shimla-Mandi National Highway, District Shimla-14
[Est. vide Notification No. Home (E) 3-17/2003-II dated 24th November 2005]

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Ref No. HPJA/Instructions/2020/

Dated: 21.03.2020

Circular

In continuation of circular dated 19.03.2020, the following instructions are issued to all concerned in order to take precautionary measures for combating the impending threat of Corona Virus (COVID-19):

1. A batch of newly appointed Additional District and Sessions Judges, after completion of two months training has been asked to stay in the Judicial Academy till their posting.
2. A batch of Civil Judges undergoing practical court training in District Courts, Chakkar, has been withdrawn in view of the fact that substantial court work is not being transacted.
3. Another batch of Civil Judges, who was supposed to be practical field training with S.P./ Police Stations, Shimla, on and w.e.f. 16.3.2020 was withdrawn and asked to remain in the Judicial Academy till further orders.
4. The visit of Resource Persons from outside has been suspended.
5. The training courses/ workshops for the ministerial staff have been suspended till 31.3.2020.
6. At the entry point of the Academy i.e. Main Gate, the security personnel have been provided with hand sanitizers, masks and gloves. They have been directed not to allow entry of anyone coming to the Academy unless absolute and necessary for official purposes. Further, they shall provide hand sanitizer to the visitors before allowing entry.
7. Hand sanitizers have been provided in the office and officials shall ensure that the employees and visitors use hand sanitizers before entering office.
8. Safai Karamcharis and Class-IV officials of the Academy have been apprised of the spread of Coronavirus and they have been directed to disinfect the offices and hostels, dining room, Conference Hall at regular intervals, including taps, door knobs, lifts, furniture etc.
9. The Mess Staff employed by the outsourcing agency has been advised to bear masks, gloves and use soaps, hand sanitizer etc. at frequent intervals and keep the mess and cooking area utmost clean.

10. A meeting was held with proprietor of the outsourcing Agency and he has been directed to provide food properly cooked in neat and clean crockery.
11. A committee of Shri Vijay Kumar Sharma, P.A. and Shri Balwant Narwal, Clerk shall ensure the cleanliness of Administrative Block and another committee of Shri Surinder Pal, Senior Assistant and Shri Ramesh Chand, Jr. Asstt. Shall ensure compliance of cleanliness in the Hostel Block and Mess area. till further orders.
12. The Judicial Officers staying in the Academy have their own hand sanitizers and disinfectants. They are requested to avoid use of Gymnasium, Library, exchange of books and other articles. They have also been requested not to use outside eateries as a preventive measure.
13. Anyone showing signs of illness, will immediately report for further necessary action.
14. The staff coming from outside through public transport is also advised to be extra cautious.

For immediate and necessary compliance.

sd/
(Virender Sharma)
Director

Endst. No.: HPJA/Instructions/20/ - 1214 to 1246

Dated: 21.03.2020

Copy forwarded for information to:

- 1✓ The Worthy Registrar General, High Court of H.P., Shimla.
2. The Ld. Principal Private Secretary to Hon'ble the Chief Justice, High Court of H.P. (Hon'ble Patron of the Academy), Shimla.
3. The Ld. Secretary to Hon'ble Shri Justice Sureshwar Thakur, Judge, High Court of H.P., Shimla (Hon'ble President of the Academy).
4. All the concerned Judicial Officers staying in the Judicial Academy; for necessary compliance.
5. All the employees (including outsourced) of the Judicial Academy; for necessary compliance.
6. The Mess Contractor, HP Judicial Academy; for necessary compliance.
7. ✓ The System Analyst of Academy; with the direction to upload the same in the website of the Academy.

Virender Sharma
Director