



HIMACHAL PRADESH JUDICIAL ACADEMY, SHIMLA

16 Mile, Shimla-Mandi National Highway, Shimla-14

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

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Ref. No. HPJA/ Bailiffs/P.S/ Trg./2025 1543

Dated: 29.5.2025

To

1. The District & Sessions Judge, Mandi, H.P.
2. The District & Sessions Judge, Sirmaur at Nahan, H.P.
3. The District & Sessions Judge, Kinnaur at Rampur, H.P.
4. The District & Sessions Judge, Chamba, H.P.
5. The District & Sessions Judge, Kullu, H.P.

Subject: Two days training on "Service and Execution of Processes" for the Bailiffs and Process Servers working in the District Judiciary on 16.6.2025 & 17.6.2025.

Sirs/Madam,

"Jai Hind"

I have the honour to say that the Academy has organized two days training on "Service and Execution of Processes" for the Bailiffs and Process Servers working in the District Judiciary of Himachal Pradesh, in the Academy premises on **16.6.2025 & 17.6.2025**.

I may, therefore, request your goodself to please nominate the officials from your respective Civil and Sessions Division, in the following order to attend this training.

Civil and Sessions Division	Number of participants required to be nominated from Civil & Sessions Division
Mandi	5 (i.e. 1 Bailiff and 4 Process Servers)
Chamba	5 (i.e. 1 Bailiff and 4 Process Servers)
Sirmaur at Nahan	5 (i.e. 1 Bailiff and 4 Process Servers)
Kullu	5 (i.e. 1 Bailiff and 4 Process Servers)
Kinnaur at Rampur	5 (i.e. 1 Bailiff and 4 Process Servers)

It is further requested that once the nomination of trainee- participants has been made and forwarded to this office, no exemption or leave of any kind may generally be granted.



The nominated officials may also be informed that Academy is providing accommodation to the participants and the participants are not allowed to bring their family/relatives to reside with them in the accommodation so provided by the Academy.

Thanking you,

Yours faithfully,

(Hans Raj)

Director

Endst. No. HPJA/ Bailiffs/P.S/ Trg./2025 1543

Dated: 29.5.2025

Copy forwarded to:

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

Director