



HIMACHAL PRADESH JUDICIAL ACADEMY, SHIMLA

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/CIS/NCV/MS/2022- 2972

Dated: 27.9.2025

To

The District & Sessions Judge,
Kangra at Dharamshala, H.P.

Subject:- ECT_08_2025- Refresher Training Programme on "NSTEP/CIS 4.0 NCV" for ministerial staff working in subordinate courts of H.P. on 6.10.2025 & 7.10.2025.

Sir,

"Jai Hind"

I have the honour to submit that the Academy is organizing ECT_08_2025- refresher training programme on "NSTEP/CIS 4.0 NCV" for the Superintendents Grade-I/II, Senior Assistants, Junior Assistants, Clerks, P.S./P.A.s, Stenographers, Judgment Writers and Steno-typists etc. working in the establishments of Civil & Sessions Divisions, Solan, Sirmaur at Nahan, Shimla & Kinnaur at Rampur on 6.10.2025 & 7.10.2025 in the Academy premises.

I may therefore, request your goodself to kindly spare the services of the Master Trainer, namely Shri Vinod Kumar, Naib Nazir, O/o Civil Judge-cum-KMFC, Court No. 1, Dharamshala to impart **ECT_08_2025- Refresher Training Programme on "NSTEP/CIS 4.0 NCV"**, in the premises of the Academy on 6.10.2025 & 7.10.2025, please.

Thanking you,

Yours faithfully,

(Hans Raj)

Director

Endst. No. HPJA/CIS/NCV/MS/2022-

Dated: 27.9.2025

Copy forwarded to:-

1. The Principal Private Secretary to Hon'ble the Chief Justice (Hon'ble Patron-in-Chief of the Academy), for information, please. (by email only).
2. The Secretary to Hon'ble Mr. Justice Ajay Mohan Goel, Judge, Hon'ble High Court of Himachal Pradesh (Hon'ble President of the Academy); for information, please. (by email only).
3. The Worthy Registrar General, Hon'ble High Court of Himachal Pradesh, Shimla, for information, please; (email only).
4. Shri Vinod Kumar, Naib Nazir, O/o Civil Judge-cum-JMFC, Court No. 1, Dharamshala , for information, please.
5. The System Analyst of Academy with the direction to upload it in the Academy website.

Sd/-
Director