



Accommodation allotted to Tehsildar/Naib Tehsildars officers of Revenue Department of Himachal Pradesh for **five-days Training Programmes on "Discharging of Judicial and Quasi-Judicial Proceedings (from 29.6.2025 to 4.7.2025)"**

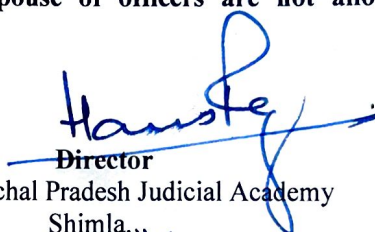
Sr. nos	Name of the Officers	Designation	Place of Posting	Period from to	Room No.
1	Sh. Bhim Singh	Tehsildar	Pooh	29.6.2025 to 4.7.2025	A-101
2	Sh. Husan Chand	-do-	Nalagarh	-do-	A-102
3	Sh. Rishabh Sharma	-do-	Paonta Sahib	-do-	A-103
4	Ms. Shivani Bhardwaj	-do-	Khundian	-do-	B-201
5	Ms. Anuja Sharma	-do-	Rakkar	-do-	B-202
6	Sh. Abhishek Bhaskar	-do-	Jaisinghpur	-do-	A-104
7	Sh. Ashish Thakur	-do-	Churah	-do-	A-105
8	Sh. Tej Ram	-do-	Bharmour	-do-	A-106
9	Ms. Shikha Rana	-do-	Una	-do-	B-203
10	Sh. Sanjeev Kumar	-do-	Naina Devi Ji	-do-	A-107
11	Sh. Neeraj	-do-	Banjar	-do-	A-108
12	Sh. Rajat Sharma	-do-	Nirmand	-do-	A-109
13	Sh. Ashish Sharma	-do-	Bhoranj	-do-	A-110
14	Sh. Ankit Sharma	-do-	Sundernagar	-do-	A-111
15	Ms. Nidhi Saklani	-do-	Balichowki	-do-	B-204
16	Sh. Dalip Kumar	-do-	Kumarsain	-do-	A-112
17	Sh. Apoorv Sharma	-do-	Shimla	-do-	A-201
18	Sh. Prashant Sharma	Naib Tehsildar	Chopal	-do-	A-202
19	Sh. Rahul	-do-	Nichar	-do-	A-203
20	Sh. Om Prakash	-do-	Kamrau	-do-	A-204
21	Sh. Manmohhan Singh	-do-	Solan	-do-	A-205
22	Sh. Vinod Kumar	-do-	Narag	-do-	A-206
23	Sh. Shashi Pal	-do-	Tihra	-do-	A-207
24	Sh. Vinay Rashpa	-do-	Makriri	-do-	A-208
25	Sh. Sanjeev Kumar	-do-	Amb	-do-	A-209
26	Sh. Jitender Kumar	-do-	Tal	-do-	A-210
27	Sh. Jitender Sharma	-do-	Bangana	-do-	A-211
28	Sh. Prakash Chand	-do-	Sullah	-do-	A-212
29	Sh. Joginder Singh	-do-	Shimla	-do-	C-306



30	Sh. Ramesh Kr. Chauhan	-do-	Dhundun	-do-	C-307
31	Sh. Heera Lal	-do-	Sainj	-do-	C-308
32	Sh. Ajay Sharma	-do-	Rey	-do-	C-309
33	Sh. Prithi Chand	-do-	Kotli	-do-	C-310
34	Sh. Mohan Singh	-do-	Kaza	-do-	C-311
35	Sh Jagdish Chand	-do-	Hamirpur	-do-	C-312

**Note:** Smoking and alcohol consumptions are strictly prohibited within the premises. Violators will face disciplinary action

➤ **No family accommodation is available, therefore spouse of officers are not allowed to accompany them or stay in the hostel of the Academy.**

  
**Director**  
Himachal Pradesh Judicial Academy  
Shimla.

**HIMACHAL PRADESH JUDICIAL ACADEMY, SHIMLA**

**Curriculum**

**of**

**Five Days Training Programmes for the State Government Functionaries on “Discharging of Judicial and Quasi-Judicial Proceedings”**

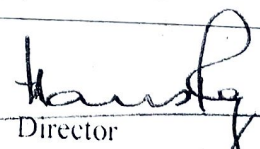
<b>Day</b>	<b>Session</b>	<b>Topic</b>	<b>Faculty</b>
30.6.2025 (Monday)	I Session (10.00 a.m to 11.15 a.m)	<ul style="list-style-type: none"> <li>➤ Aim and object of the Training</li> <li>➤ Role and Responsibilities of the Functionaries while dealing with the Quasi-Judicial Matters</li> </ul>	Director, H.P. Judicial Academy, Shimla-14
30.6.2025 (Monday)	II Session (11.30 a.m to 1.00 p.m)	<ul style="list-style-type: none"> <li>➤ Quasi-judicial Proceedings- Procedure and General Rules to conduct Judicial Proceedings</li> <li>➤ Manner of Conducting Judicial and Quasi-Judicial Proceedings</li> </ul>	Dr. Man Singh, Former Special Secretary (Personnel & Revenue)
30.6.2025 (Monday)	III Session (2.00 p.m to 3.15 p.m)	<ul style="list-style-type: none"> <li>➤ Basic Principles of Natural Justice and Fair Opportunity</li> <li>➤ Applicability of Principles of Natural Justice: Procedural Requirements</li> <li>➤ Non-compliance: Effect</li> </ul>	Dr. Man Singh, Former Special Secretary (Personnel & Revenue)
30.6.2025 (Monday)	IV Session (3.30 p.m to 5.00 p.m)	<ul style="list-style-type: none"> <li>➤ Adverse Possession: <ul style="list-style-type: none"> <li>• Legal Provisions</li> <li>• Key elements of Adverse Possession</li> <li>• Landmark Judgments</li> </ul> </li> </ul>	Shri A.C. Dogra, Former District & Sessions Judge
1.7.2025 (Tuesday)	I Session ( 10.00 a.m to 11.15 a.m)	➤ The Himachal Pradesh Public Premises and Land (Eviction and Rent Recovery Act)- An overview	Shri A.C. Dogra, Former District & Sessions Judge
1.7.2025 (Tuesday)	II Session ( 11.30 a.m to 1.00 p.m)	<ul style="list-style-type: none"> <li>➤ Removal of Encroachments on Lands under Section 163 of the H.P. Land Revenue Act</li> <li>➤ Latest Case Laws</li> </ul>	Shri A.C. Dogra, Former District & Sessions Judge
1.7.2025 (Tuesday)	III & IV Session ( 2.00 p.m to 3.15 p.m & 3.30 p.m to 5.00 p.m)	<u>H.P. land Revenue Act, 1954.</u> <ul style="list-style-type: none"> <li>✓ Demarcation of Boundaries</li> <li>✓ Land Measurement – Types of measurements and its conversion</li> <li>➤ Main defects pointed out by the courts in demarcation.</li> </ul>	Dr. Man Singh, Former Special Secretary (Personnel & Revenue)
2.7.2025 (Wednesday)	I Session (10.00 a.m to 11.15 a.m)	<ul style="list-style-type: none"> <li>➤ Principal of Judicial Decorum</li> <li>➤ Judicial Discipline</li> <li>➤ Legal Propriety</li> <li>➤ Binding Precedents in Hierarchical System of Adjudication</li> </ul>	Shri Virender Sharma, Former District & Sessions Judge
2.7.2025 (Wednesday)	II Session (11.30 a.m to 1.00 p.m)	<ul style="list-style-type: none"> <li>➤ Appearance of Parties and Consequences of Non-appearance</li> <li>➤ Minimum Safeguards required to be followed while ordering eviction of an alleged unauthorized occupant</li> </ul>	Shri Virender Sharma, Former District & Sessions Judge



2.7.2025 (Wednesday)	III Session (2.00 p.m to 3.15 p.m)	<ul style="list-style-type: none"> <li>➤ Summoning, Attendance and Examination of Witnesses</li> <li>➤ Recording of Evidence</li> <li>➤ Recalling of Witnesses</li> <li>➤ Exhibiting of documents and other Important Principles of Evidence</li> </ul>	Shri Ranjeet Singh, Member Secretary, H.P. State Legal Services Authority, Kasumpti, Shimla-9
2.7.2025 (Wednesday)	IV Session (3.30 p.m to 5.00 p.m)	<ul style="list-style-type: none"> <li>➤ Preparation of Case File</li> <li>➤ Managing and Maintaining the Judicial Record and Record/ File of Judicial Proceedings</li> </ul>	Shri Amardeep Singh, Deputy Director, H.P. Judicial Academy
3.7.2025 (Thursday)	I Session ( 10.00 a.m to 11.15 a.m )	<ul style="list-style-type: none"> <li>➤ Manner of Issuance of Notice/ Summon</li> <li>➤ Effecting Service of Summons</li> </ul>	Shri Prem Pal Ranta, Former District & Sessions Judge
3.7.2025 (Thursday)	II Session (11.30 a.m to 1.00 p.m)	<ul style="list-style-type: none"> <li>➤ Basic Rules of Pleadings and Effect of Incomplete Pleadings</li> <li>➤ Court Procedure-General Rules</li> </ul>	Shri Prem Pal Ranta, Former District & Sessions Judge
3.7.2025 (Thursday)	III Session ( 2.00 p.m to 3.15 p.m	✓ Writing Daily Zimmi Orders in Judicial/Quasi-Judicial Proceedings	Shri R. K. Sharma, Former District & Sessions Judge
3.7.2025 (Thursday)	IV Session ( 3.30 p.m to 5.00 p.m)	➤ Appreciation of Evidence	Shri Hans Raj, Director, H.P. Judicial Academy
4.7.2025 (Friday)	I Session ( 10.00 a.m to 11.15 a.m)	✓ Art of Writing Judgment and Final Order and Skills for Assigning Reasons	Shri Hans Raj, Director, H.P. Judicial Academy
4.7.2025 (Friday)	II ( 11.30 a.m to 1.00 p.m)	✓ Sharing of Best Practices in conducting Judicial and Quasi-Judicial Proceedings	Shri Hans Raj, Director, H.P. Judicial Academy
4.7.2025 (Friday)	III Session( 2.00 p.m to 3.15 p.m)	➤ Group Discussion and Valediction	

### Timings

First Session	:	10.00 a.m. to 11.15 a.m.
Second Session	:	11.30. a.m. to 1.00 p.m.
Third Session	:	2.00 p.m. to 3.15 p.m.
Fourth Session	:	3.30 p.m. to 5.00 p.m.
Tea Breaks	:	11:15 a.m. to 11:30 a.m. & 3:15 p.m. to 3:30 a.m.
Lunch Break	:	1: 00 p.m. to 2:00 p.m.

  
 Director  
 H.P. Judicial Academy, Shimla-4