

THE GAUHATI HIGH COURT AT GUWAHATI
(HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

ORDER

Dated Guwahati, 22nd May, 2024

It is hereby directed to the Officers/ In-Charges of all the Judicial and Non-Judicial Sections of the Registry to properly maintain Guard Files containing all communications, notifications, orders, etc., stacked in a chronological manner, important or relevant to the Section, issued by the Section itself, received from other Sections and Offices or published in the website of Gauhati High Court, since inception, to enable the same to be digitised.

This order will come into force with immediate effect.

By Order,

Sd/- S.K. Poddar
REGISTRAR GENERAL

Memo No. HC. III - 07/2015/2047-2062 G, Dated 22nd May, 2024

Copy to:-

- 1) The Registrar (Admn./ Vigilance/ Judicial/ Establishment), Gauhati High Court, Guwahati.
- 2) The Registrar, Gauhati High Court, Kohima Bench, Kohima / Aizawl Bench, Aizawl/ Itanagar Permanent Bench, Naharlagun.
- 3) The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
- 4) The Secretary, Gauhati High Court Legal Services Committee, Guwahati.
- 5) The Joint Registrar (_____), Gauhati High Court, Guwahati.
- 6) The Deputy Registrar (_____), Gauhati High Court, Guwahati.
- 7) The Deputy Registrar-cum-Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
- 8) The Assistant Registrar (_____), Gauhati High Court, Guwahati.
- 9) The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
- 10) The Special Officer, Translation Wing, Gauhati High Court, Guwahati.
- 11) The P.S. to Hon'ble Mr. /Mrs. Justice _____,
Gauhati High Court, for favour of His / Her Lordship's kind information.
- 12) The Court Manager, Gauhati High Court, Guwahati.
- 13) The A.O. (J), _____, Gauhati High Court, Guwahati.
- 14) The Court Master, Court No. _____, Gauhati High Court, Guwahati.
- 15) The CA to Registrar General, Gauhati High Court, Guwahati.
- 16) The Notice Boards (New Block and Old Block), Gauhati High Court, Guwahati.


REGISTRAR GENERAL

SKP
22/05/2024