

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

**N O T I F I C A T I O N**

Dated: Guwahati, the 04<sup>th</sup> September, 2021

**NO. HC.VII-138/2019/3980/A** ###The Hon'ble Gauhati High Court has been pleased to request all concerned District & Sessions Judges of Assam to attach the newly appointed Judicial officers with other officers under his/her jurisdiction **w.e.f. 06.09.2021** till the commencement of **Induction Training** to observe court proceedings as well as office procedure by following guidelines attached herewith.

Accordingly, all the concerned District & Sessions Judges are hereby requested to join the **virtual meeting** with Hon'ble Director, Judicial Academy, Assam on **06-09-2021 (Monday)** at **4.00 p.m.**

Joining Link: <https://bit.ly/3yRXP6h>

By Order,  
Sd/- R.A. Tapadar  
**REGISTRAR (JUDICIAL)**

**Memo No. HC.VII-138/2019/3981-3989/A**

**Date: 04-09-2021**

Copy forwarded for information & necessary action to:

1. The L.R. & Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati.
2. The Registrar (Vig. / Admn. / Estt.), Gauhati High Court, Guwahati.
3. The Registrar-cum- Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
4. The District & Sessions Judge,  
Baksa / Barpeta / Cachar / Chirang / Darrang / Dhemaji / Dhubri / Dima Hasao / Golaghat / Hojai / Jorhat / Kamrup(M) / Karimganj / Karbi Anglong / Lakhimpur / Nagaon / Nalbari / Sivasagar / Sonitpur / Tinsukia  
***(He/She is requested to join the Virtual Meeting on 06-09-2021 through the given link)***
5. The Administrative Officer, Judicial Academy, Assam with a request to place the notification before the Hon'ble Director, Judicial Academy.
6. The Project Manager, Gauhati High Court, Guwahati.  
***(He is requested to upload the Notification in the official website of the Gauhati High Court immediately)***
7. The P.S. to Hon'ble Mr. Justice Manash Ranjan Pathak, Gauhati High Court, Guwahati.
8. The CA to Registrar General, Gauhati High Court, Guwahati
9. Office File.

[THE LIST OF OFFICERS HEREINABOVE IS NOT NECESSARILY IN ORDER OF SENIORITY]

R. A. Tapadar  
04.09.21  
**REGISTRAR (JUDICIAL)**

**GUIDELINES IN RESPECT OF THE NEWLY APPOINTED 27 (TWENTY-SEVEN)  
GRADE-III JUDICIAL OFFICERS OF ASSAM JUDICIAL SERVICE FOR THE INTERIM  
PERIOD**

**Guidelines for the District & Sessions Judges officers concerned**

1. The District & Sessions Judge is to keep a strict vigil on the **discipline and punctuality** of the officers.
2. The leave of absence of the officers shall be dealt with as per the guidelines formulated by the Hon'ble Gauhati High Court and communicated vide Notification No.JAA.23/2016/639 dtd.15.10.2016.
3. The service of the officers shall be utilized with a view to increasing the disposal of the courts, wherein the trainees are attached.
4. The officers shall also accompany the District & Sessions Judge/ Chief Judicial Magistrate during their **Jail Inspection**. At least 1 (one) such visits during the whole period of field training are recommended.
5. The officers shall spend time at the **District Legal Services Authority** and observe its functioning.
6. The officers shall be made familiar to the **work done in each and every table of the Office** of both of District Judges establishment and CJM establishment.
7. The officers shall also attend at least 1 (one) sittings of the **Juvenile Justice Board**.
8. The officers shall also prepare a brief report on application of **computer technology** in the Courts of the Districts in which they are placed.
9. Over and above these guidelines, the concerned District Judge is at liberty to expose the trainees to any other area / field as may be considered necessary by him/her.

Research Officer  
Judicial Academy, Assam