

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

NOTIFICATION

Dated-Guwahati, the 22th June, 2015

No.HC.VII-348 (Pt.-I)/2012/2837/A ### Hon'ble the High Court has been pleased to direct the Judicial Officers from the **States of Assam, Nagaland, Mizoram and Arunachal Pradesh** to attend a training programme on "**Change Management and the Ubuntu OS**", as per the following arrangement-

MIZORAM				
Sl. No.	Date of Training	Trainees	Venue	Name of Master Trainers
1.	10 th & 11 th July, 2015	Judicial Officers from the District of Aizawl, Mamit, Champhai, Kolasib, Serchhip	Aizawl, Mizoram	1. Sri Liansangzuala 2. Smti. Julie Lalrinzami
2.	10 th & 11 th July, 2015	Judicial Officers from the District of Lunglei, Saiha, Lawngtlai	Lunglei, Mizoram	1. Dr. HTC Lalrinchhana 2. Smti. Gracy L. Bawitlung
NAGALAND				
3.	10 th & 11 th July, 2015	Judicial Officers of Nagaland- Batch-I (the officers will be selected by the Registrar, Kohima Bench, in consultation with the undersigned)	Dimapur, Nagaland	1. Smti. Mezivolu T. Therieh 2. Shri Inalo Zhimomi
4.	24 th & 25 th July, 2015	Judicial Officers of Nagaland- Batch-II (the officers will be selected by the Registrar, Kohima Bench, in consultation with the undersigned)	Dimapur, Nagaland	1. Shri Ajongba Imchen 2. Smti W. V. Patton 3. Shri Atoka Achumi
ARUNACHAL PRADESH				
5.	10 th & 11 th July, 2015	Judicial Officers of Arunachal Pradesh- Batch-I (the Officers will be selected by the Joint Registrar, Itanagar Bench in consultation with the undersigned)	Itanagar, Arunachal Pradesh	1. Shri Rana Dutta 2. Shri Tailang Laji

6.	24 th & 25 th July, 2015	Judicial Officers of Arunachal Pradesh- Batch-II (the Officers will be selected by the Joint Registrar, Itanagar Bench in consultation with the undersigned)	Itanagar, Arunachal Pradesh	1. Shri Rana Dutta 2. Shri Tailang Laji
ASSAM				
7.	25 th & 26 th July, 2015	Judicial Officers from the District of Kamrup (M), Kamrup (Amingaon), Darrang, Udalguri, Nalbari	Conference Hall of the Judicial Academy, Assam	1. Shri Pranjal Das 2. Shri C. Chaturvedy 3. Shri Manash Barua 4. Shri Rana Dutta
8.	8 th & 9 th August, 2015	Judicial Officers from the District of Nagaon, Sonitpur, Golaghat, Morigaon	Nagaon, Assam	1. Shri Manash Barua 2. Shri Jitu Moni Barman 3. Smti. Tripti Ari
9.	22 nd & 23 rd August, 2015	Judicial Officers from the District of Cachar, Silchar, Karimganj, Hailakandi	Silchar, Assam	1. Shri Mahmud Hussain Barbhuiya 2. Shri Abhijeet Kumar Baruah 3. Shri Kiran Lal Baishnab
10.	12 th & 13 th September, 2015	Judicial Officers from the District of Bongaigaon, Goalpara, Kokrajhar, Barpeta, Dhubri, Chirang	Bongaigaon, Assam	1. Shri Jitu Moni Barman 2. Shri Yusuf Azaz 3. Shri Satyajit Karmakar
11.	26 th & 27 th September, 2015	Judicial Officers from the District of Dibrugarh, Tinsukia, Jorhat, Sivasagar	Dibrugarh, Assam	1. Shri Darak Ullah 2. Shri Nishanta Goswami
12.	14 th & 15 th November, 2015	Judicial Officers from the District of Dhemaji, North Lakhimpur	North Lakhimpur, Assam	1. Shri Jitu Moni Barman 2. Shri Yusuf Azaz

All the Judicial Officers of the aforesaid States are directed to attend the Training Programme as per the arrangement made above. However, **one officer may be detailed at the respective District / Sub-Division to deal with urgent judicial work.**

The District & Sessions Judges of the host District will notify the venue to the officers of the participating District through the concerned District Judge.

In respect of training to be held at Mizoram, Nagaland & Arunachal Pradesh, the Registrar, Gauhati High Court, Aizawl Bench / Kohima Bench & the Joint Registrar, Itanagar Bench is requested to **make arrangement of Hall, Projector, Sound System, Extension Cords, Pen, Note Book, Breakfast, Tea / Snacks and working lunch etc. for the participants in coordination with the concerned District & Sessions Judge. Further, they are requested to ensure circulation of this Notification to the trainees as well as the Master Trainers of their respective State.**

In respect of training to be held at Assam, the District & Sessions Judges of Nagaon, Cachar, Silchar, Bongaigaon, Dibrugarh and Lakhimpur, North Lakhimpur are requested to make arrangement of Hall, Projector, Sound System, Extension Cords, Pen, Note Book, Breakfast, Tea / Snacks and working lunch etc. for the participants.

The District & Sessions Judges of all the Judicial Districts in the State of Assam are requested to ensure circulation of this Notification to the trainees as well as the Master Trainers of his / her respective District.

The Master Trainers are to attend their respective venue, as per the arrangement made above and impart training as per the syllabus attached herewith.

The trainees are to carry their officially allotted laptop with them while attending the programme ensuring that latest version of Ubuntu (14.04) is installed in their laptop.

All concerned are directed to report at the venue at 09:00 AM positively on the days of training. They are requested to go through the time-table & syllabus of the programme attached herewith, approved by the E-Committee, Supreme Court of India in connection with the programme.

By order,
Sd/- R.A. Tapadar
OSD & JOINT DIRECTOR (OFFICIATING)
JUDICIAL ACADEMY, ASSAM

Memo No. HC.VII-348(Pt.-I)/2012/**2838 - 2879**/A dated 22.06.2015

Copy forwarded for information and necessary action to:

1. Shri Ashok T. Ukrani, Member (Judicial), e-Committee, Supreme Court of India
2. The L.R. and Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati.
3. The Secretary to the Govt. of Nagaland, Justice and Law Department, Kohima.
4. The Secretary to the Govt. of Mizoram, Law and Judicial Department, Aizawl, Mizoram.
5. The Secretary to the Govt. of Arunachal Pradesh, Law and Judicial Department, Itanagar.
6. The Principal Accountant General (A&E), Assam, Beltola, Guwahati, for information and necessary action.

The Officers are placed on deputation for the programme on condition that (a) the Officers will be treated as on duty during the training period, (b) they will be entitled to T.A. & D.A. as admissible under the Rules.

7. The Accountant General (A&E), Nagaland, Kohima / Mizoram, Aizawl / Arunachal Pradesh, Itanagar, for information and necessary action.

The Officers are placed on deputation for participating in the training programme on condition that (a) the Officer will be treated as on duty during the training period, (b) He / she will be entitled to TA and DA as admissible under the Rules.

8. The Registrar (Vig. / Admn. / Judicial), Gauhati High Court, Guwahati.
9. **The District & Sessions Judge**, Kamrup (M), Guwahati / Kamrup, Amingaon / Barpeta / Nalbari / Darrang, Mangaldoi / Sonitpur, Tezpur / Lakhimpur, North Lakhimpur / Dhemaji / Dibrugarh / Tinsukia / Sivasagar / Jorhat / Golaghat / Nagaon / Morigaon / Cachar, Silchar / Karimganj / Hailakandi / Dhubri / Goalpara / Kokrajhar / Bongaigaon / Udalguri / Chirang, Kajalgaon.
10. The Registrar-cum- Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
- 11. The Registrar, Gauhati High Court, Kohima Bench, Kohima / Aizawl Bench, Aizawl.**
- 12. The Joint Registrar, Judl. / PM & P / Admn.-I., Gauhati High Court, Guwahati**
- 13. The Joint Registrar, Gauhati High Court, Itanagar Bench, Naharlagun.**
14. Shri Pranjali Das, District & Sessions Judge, Kamrup, Amingaon
15. Shri Darak Ullah, Chief Judicial Magistrate, Jorhat
16. Shri Manash Barua, Civil Judge & Asstt. Sessions Judge, Nalbari
17. Shri Jitu Moni Barman, Chief Judicial Magistrate, Kokrajhar
18. Shri C. Chaturvedy, Research Officer, Judicial Academy, Assam
19. Shri Mahmud Hussain Barbhuiya, Secretary, District Legal Services Authority, Cachar, Silchar
20. Shri Yusuf Azaz, Civil Judge & Asstt. Sessions Judge, Dhubri
21. Smti. Tripti Ari, Addl. Chief Judicial Magistrate, Nagaon
22. Shri Abhijeet Kumar Baruah, Addl. Chief Judicial Magistrate, Hailakandi
23. Shri Rana Dutta, Sub-Divisional Judicial Magistrate (M), Kamrup, Rangia
24. Shri Nishanta Goswami, Sub-Divisional Judicial Magistrate (M), Margherita
25. Shri Kiran Lal Baishnab, Sub-Divisional Judicial Magistrate (S), Cachar, Silchar.
26. Shri Satyajit Karmakar, Munsiff-Cum-Judicial Magistrate, 1st Class, Bijni
27. Smti. Mezivolu T. Therieh, Chief Judicial Magistrate, Kohima, Nagaland
28. Shri Inalo Zhimomi, Chief Judicial Magistrate, Dimapur, Nagaland
29. Shri Ajongba Imchen, Civil Judge (Jr. Divn.), Peren, Nagaland
30. Smti Wonchibeni Vandanshan Patton, Civil Judge (Jr. Divn.), Tuensang, Nagaland
31. Shri Atoka Achumi, Civil Judge (Jr. Divn.)-cum-Judicial Magistrate, 1st Class, Zunheboto, Nagaland
32. Dr. HTC Lalrinchhana, Chief Judicial Magistrate-cum-Sr. Civil Judge, Saiha, Mizoram
33. Shri Liansangzuala, Chief Judicial Magistrate-cum- Senior Civil Judge, Kolasib, Mizoram
34. Smti. Julie Lalrinzami, Senior Civil Judge, Mamit, Mizoram
35. Smt. Gracy L. Bawitlung, Senior Civil Judge, Lunglei, Mizoram
36. Shri Tailang Laji, Judicial Magistrate, 1st Class-cum Civil Judge (Jr. Divn.) Tawang, Arunachal Pradesh

(THE LIST OF OFFICERS HEREINABOVE IS NOT NECESSARILY IN ORDER OF SENIORITY.)

37. The Administrative Officer, Judicial Academy, Assam. He is requested to place the Notification before the Hon'ble Director, Judicial Academy, Assam.

38. The Systems Analyst, Gauhati High Court, Guwahati. **He is requested to upload this Notification in the official web site of Gauhati High Court immediately.**
39. The Private Secretary to Hon'ble Mr. Justice Hrishikesh Roy, Gauhati High Court, Guwahati.
40. The Private Secretary to Hon'ble Mr. Justice C.R. Sarma, Gauhati High Court, Guwahati.
41. The CA to Registrar General, Gauhati High Court, Guwahati.
42. Office File.


OSD & JOINT DIRECTOR (OFFICIATING)
JUDICIAL ACADEMY, ASSAM

**ECOMMITTEE, SUPREME COURT OF INDIA
CHANGE MANAGEMENT FOR THE JUDICIAL OFFICERS
UBUNTU-LINUX 14.04 TRAINING PROGRAMME**

TIME TABLE & SYLLABUS

DAY ONE		
Session No.	Time	Subject
1	9.15 - 9.50 (Change Management)	Change Management – Concept, Importance and Methodology (eCommittee Presentation/Video Session)
2	9.55 – 10.30 (Why Ubuntu-Linux)	Basic Operating System Concepts – Why Ubuntu Linux – features & benefits (eCommittee Presentation/Video Session)
3	10.30 – 11.00 (New Ubuntu-Linux version)	What's new in Ubuntu-Linux 14.04 (eCommittee customized version)
4	11.15 – 13.00 (Ubuntu-Linux 14.04 as customized by eCommittee)	<p>Ubuntu-Linux 14.04 – Managing Files and Folders Drag & Drop for Copying and Moving Files and Folders Dynamic Search of File Browser Recent Files/Folders View in File Browser</p> <p>Ubuntu-Linux 14.04 – Useful Applications in eCommittee customized version Clipboard Manager (Clipit), StarDict and GoldenDict Dictionaries, PDF Shuffler, PDFMod, Gespeaker, espeak, Audacity, Calibre, Gucvview etc.</p> <p>To install new applications in Ubuntu-Linux Ubuntu Software Centre</p>
5	14.00 – 15.45	<p>LibreOffice Writer – Basic Tips</p> <p>1. How to avoid the following five frequently committed mistakes:</p> <ul style="list-style-type: none"> (i) Use of spacebar in place of Tab (ii) Use of Enter Key in place of Paragraph spacing (iii) Use of Enter Key for Page Break

		<ul style="list-style-type: none"> (iv) Use of Manual Paragraph Numbering (v) Use of Manual Page Numbering <p>2. File Type in LibreOffice Writer:</p> <ul style="list-style-type: none"> (i) Tools → Options → Load/Save → General → ODF Text Document (.odt) (ii) MultiSave Utility (iii) AutoSave Option <p>3. Difference between AutoCorrect & AutoText</p>
6	<p>16.00 – 17.45</p> <p>(LibreOffice Writer – Paragraph & Page Numbering)</p>	<p>Simple Paragraph Numbering</p> <p>Using 'F12' for simple paragraph numbering</p> <p>Outline (Multilevel) Paragraph Numbering</p> <p>Use of Tab and Shift Tab Key for Multilevel (Outline) Paragraph Numbering</p> <p>How to have unnumbered para in numbered list of paragraphs</p> <p>Positioning Issues in Outline (Multilevel) Paragraph Numbering and how to solve them</p> <p>Page Numbering</p> <ul style="list-style-type: none"> (i) Insert Header / Footer (ii) Page Number, Page Count (iii) How not to show page number on first page (iv) How to have desired number series from desired page

**ECOMMITTEE, SUPREME COURT OF INDIA
CHANGE MANAGEMENT FOR THE JUDICIAL OFFICERS
UBUNTU-LINUX 14.04 TRAINING PROGRAMME**

DAY TWO		
Session No.	Time	Subject
1	9.15 – 11.00 (LibreOffice Calc Basics)	<ul style="list-style-type: none"> • Spreadsheet Basics • Using Arithmetic Formulae in Calc <ul style="list-style-type: none"> ◦ Sum ◦ Average ◦ Count ◦ Minimum ◦ Maximum
2	11.15 – 13.00 (LibreOffice Calc Uses for Courts & Judicial Officers)	<ul style="list-style-type: none"> • Salary Statement • Pendency Disposal Statement • Income Tax Calculation
3	14.00 – 15.45 Case Information Software (CIS) Basics	<ul style="list-style-type: none"> • Concept of Core vs. Periphery of CIS • Filing Counter Workflow <ul style="list-style-type: none"> ◦ Filing → Objections → Registration → Allocation (FORA) ◦ Filing → Allocation → Objections → Registration (FAOR)
4	16.00 – 17.45 CIS National Core Functionalities for Judicial Officers	<ul style="list-style-type: none"> • Master Table Functionalities of National Core CIS <ul style="list-style-type: none"> ◦ Judge Master Table ◦ Designation Master ◦ Court Master Table ◦ Judge Tenure Master Table • Reporting Functionalities of National Core CIS