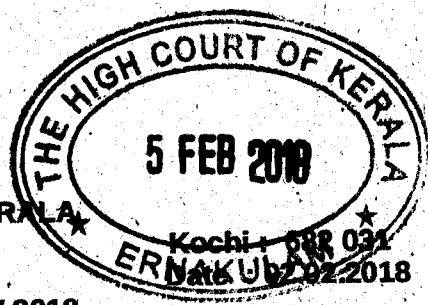


13047



THE HIGH COURT OF KERALA

A1 - 435 / 2018

OFFICE CIRCULAR No.1 / 2018

Sub:- Ensuring the speedy delivery of Judgments / Orders - directions issued - reg.

- Ref:-
1. High Court Circular No. 7/1989 dated 27.10.1989.
 2. Minutes of the Computerisation Committee meeting held on 04.01.2018.
 3. High Court Circular No. 3/2011 dated 22.07.2011.
 4. High Court O.M. No.A1-3080/2008 dated 14.11.2008.
 5. High Court O.M. No.A1-9509/2009 dated 06.03.2009.
 6. High Court O.M. No.A1-27543/2014 dated 10.11.2014.

As per the instructions issued vide circular cited (1), the Private Secretaries / Personal Assistants to the Honourable Judges were directed to prepare two more copies of the original Judgments / Orders and also to send one of those copies to Copying Section for the purpose of issuing certified copies and the other one to the Section concerned.

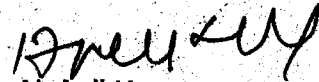
Now, as per the minutes cited (2), the aforesaid practice of providing the copies of the original judgment / orders to the Copying Section and Section concerned is dispensed with, with effect from 05.02.2018 and the following directions are issued in this regard:-

1. Private Secretaries / Personal Assistants to the Honourable Judges shall ensure that the judgments / final orders along with the headnote and appendix are put to the Server promptly and without fail after proper verification. Those who prepare and put the headnote / appendix / judgment and order will be held responsible for the correctness of the same. They are also directed to scan and append the attested copies of the settlement agreements to the judgments / final orders in those cases settled by Mediation, in accordance with the High Court OM cited (6).
2. The Copying Section shall download copies of the judgments / final orders from the Server on receipt of applications, and issue them as certified copies as per Rules.
3. All Sections are directed that judgments / final orders along with the Headnote and Appendix shall be downloaded from the Server, if required, and the practice of photocopying shall be stopped with effect from **05.02.2018.**

p.t.o.

4. Above instructions shall be applicable to judgments / final orders delivered from 05.02.2018 onwards.
5. All the instructions issued vide references cited in this regard stands modified to the above extent.

(By Order)



N. Anil Kumar
Registrar General

To

The Registrar (Judicial), High Court
 The Additional Registrar (General Administration), High Court
 The Joint Registrars, High Court.
 The Joint Registrar in charge of Copying Section, High Court.
 The Deputy Registrar in charge of IT Section and Court Officers' Section,
 High Court.
 The Deputy Registrars in charge of Filing Section, Filing – Data Entry,
 Mini Online Pool and Court Officers' Section, High Court.
 The Deputy Registrars, High Court.
 The Private Secretary to the Chief Justice, High Court
 The Protocol Officer, High Court
 The Public Relations Officer, High Court
 The Assistant Registrars and the Chief Librarian, High Court
 The Assistant Registrars in charge of Filing Scrutiny Officers, Filing – Data
 Entry, Mini Online Pool, Copying and Court Officers'
 Sections, High Court.
 The Court Officer to the Chief Justice, High Court.
 The Private Secretaries to the Judges, High Court.
 The Filing Section, High Court.
 The Filing - Data Entry Section, High Court.
 The Court Officers' Section, High Court.
 The Mini Online Pool, High Court.
 All Sections of the High Court.
 The Confidential Assistants to the Registrars, High Court.
 The Administrative Records Section, High Court.
 The Notice Board, High Court.
 The file/Stock file.