

Sl. NO. 158

CHIEF JUDICIAL MAGISTRATE  
PUDUKKOTTAI

3/31 16 SEP 2009

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JUDICIAL MAGISTRATE COURT  
PUDUKKOTTAI.  
18 SEP 2009

C. NO. 2802-A/2006/C1

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CIRCULAR

The Staff members of the Subordinate Judiciary have to begin their work punctually at 10.00 a.m. and continue to work in their seats till the day's work is over. It is noticed that this is not followed in many of the Districts and the Staff Members are very often indulging in conversation with others during office hours either in the corridors or in their respective seats, which is highly irregular and subversive of discipline. If they avoid indulgence in such activities and begin their day's work punctually and continue to work at the scheduled hours, they can have the compensating advantage of being able to leave the office on time after finishing their day's work.

*in every  
district  
all staff  
4/6/9/09*

*Cour. Time*

The Principal District Judges/Presiding Officers are requested to pay particular attention in this matter and ensure that such irresponsible conduct is stopped forthwith. If the staff members are leaving the office on duty for other office work, prior permission of the concerned officers must be obtained. The directions of the superior officer shall be in writing, and in case oral direction becomes unavoidable, the superior officer shall confirm it in writing immediately thereafter. Further, it is the duty of the staff who has received oral directions from his superior officer to seek confirmation of the same in writing as early as possible.

It is also noticed that certain Officers are reluctant to make a report about the various kinds of delinquencies on the part of the Staff Members working under them. Such failures constitute breach of duty on their part, which undermines morale and discipline, and also affects the efficiency. This practice, which is highly deprecatory, should cease forthwith and persistent delinquencies should be brought to the notice of the Higher officials for taking necessary stringent action against such erring officials, and other remedial measures.

HIGH COURT,  
MADRAS

Sd/- A. Arumugha Swamy,  
Registrar General.

//true copy // forwarded // by order.

*P. Vijay Lakshmi*  
Sub-Assistant Registrar (A.D. I)

R.No.3131/2009. dt: 17.09.09.

Office of the Chief Judl. Magistrate,  
Pudukkottai.

Copy to All the Judicial Magistrates in this District.

// By order //

To

SARISHDATTAR.

Sd/-N. Rajasekar.  
CHIEF JUDICIAL MAGISTRATE,  
PUDUKKOTTAI.

All the Judl. Magistrates,  
in the District.

*D. No. 2717/09*

To

1. All the Principal District Judges/District Judges.  
(with a direction to bring the circular to the notice of all the Courts under their control)
2. All The Chief Judicial Magistrates.  
(with a direction to bring the circular to the notice of all the Courts under their control)
3. The Principal Judge, City Civil Court, Chennai.  
(with a direction to bring the circular to the notice of all the Courts under their control)
4. The Chief Judge, Court of Small Causes, Chennai.
5. The Chief Metropolitan Magistrate, Egmore, Chennai
6. The Presiding Officer, Labour Court, Chennai
7. The Presiding Officer, Special Court under E.C. Act Cases, Chennai
8. The Industrial Tribunal, Chennai.
9. The Administrator General & Official Trustee of Tamil Nadu, High Court-Campus, Chennai.
10. The City Government Pleader, Chennai.
11. The Record Keeper, A.D Records, High Court, Madras ( 5 copies)

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