



## ROC.No.87188-A/2017/B5/NORMS OFFICIAL MEMORANDUM

Sub:

Norms - Norms for disposal of cases by the Subordinate Judicial Officers in the State of Tamil Nadu and Union Territory of Puducherry - Requesting to furnish the disposal of cases (AFT) by the Judicial Officers in the Proforma-I & II, prescribed by this Registry - for assessing the performance of the Judicial officers - Certain directions issued - Reg.

Ref:

High Court's Circular in P.Dis.No.196/2018 in Roc.No.87188-A/2017/B5/ Norms, dated 14-12-2018.

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Kind attention of the Principal District Judges / District Judges / Chief Judicial Magistrates and the Heads of Units are drawn to the High Court's circular under reference cited above, in and by which, it was directed to furnish the monthly work done statement of the Judicial Officers to this Registry on or before 10th of every month.

All the Principal District Judges / District Judges / Chief Judicial Magistrates and the Heads of Units are required to furnish the work done statement of the Judicial Officers to this Registry in the prescribed **Proforma – I & II** enclosed herewith. Further the Hard copy of the said Proforma I and II shall reach this Registry on or before 10th of every month and the soft copy (Ms-excel format) of the same shall be sent to the e-mail ids' (as and when made ready) of the Principal Seat of Madras High Court and Madurai Bench of Madras High Court, Madurai, which are mentioned in the footnote of this Official Memorandum.

The **Proforma-I** shall be prepared by the respective Judicial Officers and forwarded to the Principal District Courts and Chief Judicial Magistrate Courts, as the case may be, on or before 5<sup>th</sup> of every month.

The **Proforma-II** shall be prepared only by the Principal District Court / Chief Judicial Magistrate Court, based on the particulars furnished in **Proforma-I**.

All the Presiding Officers functioning in the Special Courts in the State of Tamil Nadu and Union Territory of Puducherry are hereby directed to furnish the work done statement of their respective courts to the Principal District Court / Chief Judicial Magistrate Court, as the case may be, for onward transmission to this Registry.

All the Judicial Officers functioning in the state of Tamil Nadu and Union Territory of Puducherry are hereby directed to strictly follow the instructions given in the foot note of **Proforma-I**. Further, it is informed that the Judicial Officers shall ensure that the particulars entered in the **Proforma-I** are correct and complete. Any incorrect / incomplete particulars that are noticed in the **Proforma-I** and II will be returned to the respective Principal District Courts / Chief Judicial Magistrate Courts for necessary rectification and return.

All the Principal District Judges/ District Judges /Chief Judicial Magistrates and Heads of Units are hereby requested to circulate this Official Memorandum along with the enclosures to the court's under their control.

The receipt of this Official Memorandum is required to be acknowledged at once.

HIGH COURT, MADRAS. DATED: 02.02.2019

Sd/-C.KUMARAPPAN, REGISTRAR (IT-CUM-STATISTICS)(FAC)

Mylnace Vertho

/True Copy/Forwarded/By Order/

DEPUTY REGISTRAR (GROUPING)

Encl: 1) Proforma -I

2) Proforma -II

3) Category of Cases

e-mail ID: <u>normshcms@gmail.com</u> (Principal Seat) <u>normshcmb@gmail.com</u> (Madurai Bench) To

- 01. All the Principal District Judges/District Judges/Head of unit | with a request to
- 02. The Principal Judge, City Civil Court, Chennai

communicate this

03. The Chief Judge, Court of Small Causes, Chennai

Circular to all the

04. The Chief Judge, Puducherry.

Judicial Officers.

functioning in

their Unit/District

- 05. The Administrator General and Official Trustee, Chennai
- 06. The Additional Chief Metropolitan Magistrate (E.O.I), Egmore, Chennai
- 07. The Additional Chief Metropolitan Magistrate (E.O.II), Egmore, Chennai
- 08. The Presiding Officer, Principal Labour Court/I Additional Labour Court/
  II Additional Labour Court/III Additional Labour Court, Chennai
- 09. The Presiding Officer, Labour Court, Coimbatore/ Cuddalore/ Madurai/ Salem/ Tiruchirappalli/Tirunelveli/Puducherry
- 10. The Presiding Officer, Principal/Additional Labour Court, Vellore
- 11. The Special District Judge, Special District Court to deal with MCOP Cases, Dharmapuri, Erode, Krishnagiri, Madurai, Salem, Thanjavur, Tiruchirapalli & Villupuram.
- 12. The Special Judge, Special Court under EC/NDPS Act cases, Coimbatore/Madurai/Pudukottai/Thanjavur & Salem.
- 13. The Presiding Officer, Industrial Tribunal, Chennai.
- 14. The Additional District Judge and Presiding Officer, Special Court under Essential Commodities Act, Chennai/Coimbatore /Madurai/ Pudukottai/ Salem/ Thanjavur
- 15. The District & Sessions Judge, Karaikal.
- The Judge, Additional Special Court for Exclusive trial of cases under NDPS Act, Chennai.
- 17. The Principal Judge and I to VII Additional Principal Judges Family Courts,
- 18. The Judge, Family Court, Ariyalur /Coimbatore /Cuddalore /Dharmapuri /Dindigul /Erode/ Kancheepuram/ Kanyakumari/ Karur/ Madurai /Namakkal/ Udhagamandalam /Salem/ Sivagangai/ Tiruchirappalli/ Tirunelveli/ Tiruvallur Vellore/ Virudhunagar @ Srivilliputhur/Villupuram/Puducherry/Karaikal.

- 19. The Special Judge, Special Court under TNPID Act, Chennai/Coimbatore/Madurai
- 20. The Sessions Judge, Sessions Court for Trial of Bomb Blast Cases, Chennai at Poonamallee/Coimbatore.
- 21. The Director/Additional Director, Tamil Nadu State Judicial Academy, Chennai, Coimbatore and Madurai
- 22. The Chairman, (Tamil Nadu) Sales Tax Appellate Tribunal, Chennai
- 23. The Member Secretary, Tamil Nadu State Legal Services Authority, Chennai
- 24. The Secretary, High court, Legal Services Committee, Chennai.
- 25. The Member Secretary, Pondicherry Legal Services Authority, Pondicherry
- 26. The State Transport Appellate Tribunal Chennai 104, by its Chairman
- 27. The Chairman,/Judicial Officer, Taxation Appeals Tribunal, Corporation of Chennai, Chennai
- 28. The Sessions Judge, Special Court for (CBI Cases), Chennai/Coimbatore/Madurai.
- 29. The III Additional District Judge (PCR), Madurai/II Additional District Judge (PCR), Tirunelveli
- 30. The I Additional District Judge (PCR), Thanjavur/Tiruchirappalli
- 31. The Sessions Judge, Sessions Court for Trial of Cases relating to Communal Clashes, Madurai
- 32. The Sessions Judge, Mahalir Neethimandram, Chennai/ Coimbatore/ Madurai/ Perambalur/ Salem/Tirunelveli/Cuddalore/Chengalpattu/Tiruchirapalli/Pudukottai.
- 33. The Sessions Judge, (FTC) Magalir Neethimandram, Ariyalur, Dharmapuri, Dindigul, Erode, Kanyakumari, Karur, Krishnagiri, Nagapattinam, Namakkal, Nilgiris, Ramanathapuram, Sivagangai, Thanjavur, Theni, Thoothukudi, Tiruppur, Tiruvallur, Tiruvannamalai, Tiruvarur, Vellore, Villupuram, Virudhunagar.
- 34. All the Chief Judicial Magistrates/Chief Metropolitan Magistrate, Egmore, Chennai.

## (All the Heads of Units are requested to communicate this Circular to all the Subordinates under their control)

## Copy to:

- 01. The Registrar (Vigilance), High Court of Madras, Chennai.
- 02. The Registrar (IT-cum-Statistics), High Court of Madras, Chennai.
- 03. The Registrar (Judicial), High Court of Madras, Chennai.

- 04. The Director, Tamil Nadu Mediation and Conciliation Centre, High Court of Madras, Chennai.
- 05. The Registrar (Management), High Court of Madras, Chennai.
- 06. The Registrar (Special Cell), High Court of Madras, Chennai.
- 07. The Registrar-cum-Private Secretary to the Hon'ble The Chief Justice, High Court of Madras, Chennai.
- 08. The Registrar (District Judiciary), High Court of Madras, Chennai.
- 09. The Additional Registrar I (Vigilance), High Court of Madras, Chennai.
- 10. The Registrar(Administration.), High Court of Madras, Chennai.
- 11. The Registrar-cum-Special Officer (Liaisoning), High Court of Madras, Chennai.
- 12. The Registrar (Recruitment), High Court of Madras, Chennai.
- 13. The Official Assisgnee, High Court of Madras, Chennai.
- 14. The Additional Registrar General, Madurai Bench of Madras High Court, Madurai.
- 15. The Additional Registrar II (Vigilance), Madurai Bench of Madras High Court, Madurai.
- 16. The Registrar (Judicial), Madurai Bench of Madras High Court, Madurai.
- 17. The Registrar (Administration.), Madurai Bench of Madras High Court, Madurai.
- 18. The Additional Registrar (IT & Statistics), Madurai Bench of Madras High Court, Madurai.
- 19. The Section Officers, B, B5, F & G High Court, Madras and Madurai Bench of Madras High Court, Madurai.
- 20. The Record Keeper, A.D. Records, High Court, Madras.

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CASE TYPE (Present Category)	CODE SHORT NAME	ADOP	302 AS Appeal Suit	303 ARBOP Arbitra	CC	CMA	CRLA	EA	EP Execution		309 GWOP Guardia	GWOP HMOP	GWOP HMOP DOP	GWOP HMOP DOP LAOP	HMOP DOP LAOP	HMOP DOP LAOP MC	HMOP DOP LAOP MC IA	HMOP DOP LAOP MC IA MCOP	HMOP DOP LAOP MC IA MCOP OP OS	HMOP DOP LAOP IA MC MCOP OP OS POP I	HMOP DOP LAOP IA MCOP OP OS POP PRC IF	HMOP L DOP LAOP LAOP NCOP NCOP PRC RCOP PRC PRC	9 GWOP 0 HMOP 1 DOP 2 LAOP 2 LAOP 3 MC 4 IA 1A OP 0 OS POP PRC PRC RCOP PSC SC S	9 GWOP 1 DOP 2 LAOP 3 MC 4 IA 6 MCOP 7 OP 7 OS 7 POP 8 PRC 8 SOP 8 SOP 8 S	9 GWOP 0 HMOP 1 DOP 2 LAOP 3 MC 4 IA 1 IA 5 OP 0 OS 6 PPRC 1 PRC 1 SC STC STC STC STC S	9 GWOP 0 HMOP 1 DOP 2 LAOP 3 MC 4 IA 1 IA 5 OP 6 OP 7 OS 8 POP PRC PRC RCOP STC SPLCC SPLCC S	9 GWOP 0 HMOP 1 DOP 2 LAOP 3 MC 4 IA 1 IA 5 OP 0 OS 6 PRC PRC PRCOP SC SOP STC SPLCC	9 GWOP 0 HMOP 1 DOP 2 LAOP 2 LAOP 3 MC 4 IA 1 IA 5 MCOP 6 OP 7 OS 8 POP 9 PRC 9 SC STC SPLCC SPLCC SCRLMP CCRLMP CCRLM	9 GWOP 0 HMOP 1 DOP 2 LAOP 2 LAOP 3 MC 4 IA 1A
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CASE TYPE  (Proposed Category)	FULL NAME		Original Petition	Appear out	Calendar Case	Civil Miscellancous Ameri	Criminal Anneal	Execution Application	Execution Petition	Original Petition	Original Potition	Original retition		Original Petition	Original Petition  Maintenance Case	Original Petition Original Petition Maintenance Case Interlocutary Application	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Suit	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Suit Original Petition Preliminary Register Case	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Suit Original Petition Preliminary Register Case Original Petition	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Suit Original Petition Preliminary Register Case Original Petition Sessions Case	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Petition	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Petition Sessions Case Original Petition	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Petition Sessions Case Original Cause Calendar Case / Summary Trial Case	Original Petition Original Petition Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Cause Calendar Case / Summary Trial Case Special Calendar Case	Original Petition  Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Cause Calendar case / Summary Trial Case Special Calendar Case Criminal Miscellaneous Petition Criminal Register Case	Original Petition  Maintenance Case Interlocutary Application Motor Accidents Claim Original Petition Original Petition Original Petition Preliminary Register Case Original Petition Sessions Case Original Cause Calendar case / Summary Trial Case Special Calendar Case Criminal Miscellaneous Petition Criminal Revision Petition
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Note:

The Court Concerned shall mention against each category of cases as to the cases are of above 7 years or above 15 years old.
 Profoma 1 should be Officer wise.
 The Court Concerned can also add category of cases, if any left.

\*\*\*\* Name of Category of cases to be mentioned as per the list annexed.

	(Pro	CASE TYPE (Present Category)			CASE TYPE (Proposed Category)	
CODE	SHORT NAME	FULL NAMB	CODE	SHORT NAME	FULL NAME	1ME
329	80	Original Suit (Title)	317	80	Original Suit	
330	CP	Claim Petition	330	CP	Claim Petition	
331	IP	Insolvency Petition	331	JP	Insolvency Petition	
332	AS	Appeal Suit (Title)	302	AS	Appeal Suit	
333	AS	Appeal Suit (Money)	302	AS	Appeal Suit	
334	CKP	Civil Revision Petition	334	CRP	Civil Revision Petition	n
335	SPLSC	Special Sessions Case	335	SPL.SC	Special Sessions Cas	šė
336	DVC	Domestic Violence Case	336	DVC	Domestic Violence Case	Case
337	SCC	Small Cause Suit	337	SCC	Small Cause Suit	
338	RCA	Rent Control Appeal	338	RCA	Rent Control Appeal	al
339	ID	Industrial Disputes	316	0P	Original Petition	
341	SD MCOB	Orginal Suit(Trade Mark)	317	SO	Original Suit	
347	ביי אורטנ	Execution Petition (MCOP)	308	EP	<b>Execution Petition</b>	
343	EP	Execution Petition(US)	308	EP	<b>Execution Petition</b>	
344	EP RCOP	Execution Petition (OPS)	308	EP	<b>Execution Petition</b>	
345	EP_SCC	Execution Petition (Small Cause)	300	EP	Execution Petition	
346	EP	Execution Petition (Maintenance)	308	PD F	Execution Potition	
347	EP	Execution Petition (Chit Case)	308	EP	Execution Petition	
348	EP	Execution Petition (INAM)	308	EP	Execution Petition	
351		Execution Petition(WAKF)	308	EP	<b>Execution Petition</b>	
357	CMA	Civil Miscellaneous Appeal (CS)	305	CMA	Civil Miscellaneous Appeal	Appeal
353		Civil Miscellaneous Appeal (HM)	305	CMA	Civil Miscellaneous Appeal	Appeal
354	CMA	Civil Miscellaneous Appeal (LA)	305	CMA	Civil Miscellaneous Appeal	Appeal
355	CMA	Civil Miscellaneous Appeal (Successive)	305	CMA	Civil Miscellaneous Appeal	Appeal
356	0S	Original Suit(Trust)	317	OS SO	Original Smit	
357		Execution Petition(Consumer)	308	EP	Execution Petition	
358		Execution Petition(Ar.OP)	308	ΕP	Execution Petition	
359	SOA S	Standing Order Appeal	359	SOA	Standing Order Anneal	22

	Ф	CASE TYPE (Present Category)			CASE TYPE (Proposed Category)	
CODE	SHORT NAME	FULL NAME	CODE	SHORT NAME	FULL NAME	UNDER NATTIBLE
360	AP	Approval Petition	360	ΔD		
361	Tr.OP	Transfer Original Petition	216	Ar	Approval Petition	
362	Trust 0,P	Trust Original Petition	316	QD QD	Original Petition	Transfer
363	RC	Reference Cace	OLC	do	Original Petition	Trust
364	RP	Review Potition	363	RC	Reference Case	
365	WAKEOD	Male Original Parisi	364	RP	Review Petition	Total Control of the
000	WANE.UF	waki Original Petition	316	OP	Original Petition	WAYAVE
366	ESI.OP	Employee State Insurance Original Petition	316	OP	Original Petition	VVAKP
367	PROB.OP	Probate Original Petition	316	an		Employee state insurance
368	SMOP	Special Marriage Original Petition	216	On Or	Original Petition	Probate
369	MHOP	Mental Health Original Patition	216	O.P.	Original Petition	Special Marriage
270	CECON	State Financial Corporation Original	orc	- P	Original Petition	Mental Health
270	SECOP	Petition	316	OP	Original Petition	State Financial Corporation
3/1	dod	Latter Patent Original Petition	316	OP	Original Petition	To point
372	TPOP	Transfer of Property Original Petition	316	OP	Original Petition	Latter Patent
373	FOP	Finance Original Petition	316	aO		Transfer of Property
374	EOCC	Economic Offence Case	374	300g	Uriginal Petition	Finance
375	VAC	Vigilance & Anti-Corruption	27/	FOCU	Economic Offence Case	
376	C	Complaint Petition	376	SPLUC	Special Calendar Case	Vigilance & Anti-Corruption
377	SPLC	Special Case	27/	CDI CO	Complaint Petition	
378	HMGOP	Hindu Minority and Guardianship Original Peition	316	OP	Special Calendar Case Original Petition	Hindu Minority and
381	RAIATA	RAIAT APPEAL	302	AC	Amount Co.	Guardianship
383	OA	Original Application	383	OA CA	Appeal Suit	RAIAT
384	MTA	Municipal Taxation Appeal	384	VA.	Original Application	
387	JC	luvenile Case	207	ATM	Municipal Taxation Appeal	
389	Dist Application	Distress Application	300/	)C	Juvenile Case	
390	Co-on Anneal	Co-onerative Appeal	307	Dist. Application .	Distress Application	
391	Fit Annaal	Eight at Appeal	305	CMA	Civil Miscellaneous Appeal	Co
397	Figetment Suit	Ejectment Appeal	302	AS	Appeal Suit	Finatura
2000	EJECUIIEM SUIT	Ejectment Suit	317	SO	Original Suit	Bjectment
000	N I Application	New Trial Application	393	NT Application	Now Trial Appliant	Ejectment

Execution Petition	) 308 EP	EP(Ejectment Suit) Execution Petition (Ejectment Suit)	EP(Ejectment Suit)	395
Payment Wages Appeal	3	0		2
	304 DIAYA	Payment Wages Appeal	PWA	394
FULL NAME	CODE SHORT NAME	FULL NAME	SHORT NAME	CODE
(Proposed Category)		(Present Category)	(Pre	
		CASE TYPE	•	