



R.O.C.No.105801-A/2024/F1

P.Dis.No.141/2024

**CIRCULAR**

Sub: Case Records – Missing of case records on the file of all the District Judiciary – Information to be given to the High Court - Circular Reiterated.

Read: 1. High Court's Circular R.O.C.No.4121/80/F1, dated 18.09.1980.  
2. High Court's Circular R.O.C.No.2055-A/2009/F1, dated 14.05.2009.

\*\*\*\*\*

It has been brought to the notice of the High Court that on many occasions missing of case records on the file of all the District Judiciary are not brought to the notice of the High Court.

In this regard, a circular, read above, has already been issued to the District Judiciary directing that whenever there is any instance of missing of case records, the same should be reported immediately either to the Registrar or to the Special Officer, Vigilance Cell, High Court, Madras. The above said directions are not followed in letter and spirit.

Therefore, all the Judicial Officers in the State of Tamil Nadu and Union Territory of Puducherry are hereby directed to strictly follow the directions issued in the aforesaid Circular and the missing of case records, if any, at any stage of the case, should be immediately brought to the notice of the High Court.

Further, it is directed that, if the Judicial Officers are not diligent enough, they may face departmental enquiry for not following the direction of the High Court.

The above directions shall be scrupulously adhered to without any deviation.

**High Court, Madras.**

**Dated: 07.11.2024**

To:

1. All the Principal District Judges/District Judges }  
in the State of Tamil Nadu. }
2. The Principal Judge, City Civil Court, Chennai. }
3. The Chief Judge, Court of Small Causes, Chennai. }
4. The Chief Judge, Puducherry. }
5. The District Judge, Karaikal. }

**REGISTRAR GENERAL**

With a direction to communicate this Circular to all the courts, under your jurisdiction

6. The Director, Tamil Nadu State Judicial Academy, R.A.Puram, Chennai-28. (with a request to communicate the Circular to Regional centres in Coimbatore and Madurai.)
7. The Member Secretary, Tamil Nadu State Legal Services Authority; Chennai.
8. The Court Manager, High Court, Madras (with a request to communicate the enclosed circular to all the Court Managers in Tamil Nadu and Puducherry through e-mode.)
9. The Section Officer, "F" section, Madurai Bench of Madras High Court, Madurai.
10. The Record Keepers, A.D. Records, High Court, Madras & Madurai Bench of Madras High Court, Madurai.

**Copy to:**

1. All the Registrars, High Court of Madras and Madurai Bench of Madras High Court, Madurai.
2. The Assistant Registrar (Admin -II), High Court of Madras.
3. The Sub Assistant Registrar (Vigilance Cell), High Court of Madras .