

HIGH COURT OF JAMMU & KASHMIR AND LADAKH

(Office of the Registrar General at Jammu)

e-mail: non-gazettedmainwing@gmail.com

Subject: Circular regarding restraining from the practice for entering into the direct correspondence with the office of Registrar General.

C I R C U L A R

No. 18 of 2025/RG/NG-382(I) **Dated:** 02-12-2025

It has been observed that some Officers/officials of the High Court Wing, Jammu/Srinagar are entered into direct correspondence with the office of Registrar General, which gives rise to a lot of indiscipline in this institution. In order to restrain this practice, following circular is issued:

"All the officers/officials of High Court Wing, Jammu/Srinagar and Director, Jammu & Kashmir Judicial Academy, shall ensure that any correspondence which is supposed to be sent to the office of Registrar General for further necessary action, must be forwarded by their controlling officers for better functioning of the institution and this must be strictly observed."

Any violation of this circular shall be viewed seriously and appropriate action shall be initiated against the erring officers/officials.

Sd/-
(M. K. Sharma)
Registrar General

No: 74517-531 of 2025/RG/NG **Dated:** 02-12-2025

Copy to: -

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh for information.
2. Registrar Vigilance, High Court of J&K and Ladakh, Jammu
3. Director, J&K Judicial Academy, Janipur Jammu
4. Registrar Judicial, High Court Wing, Jammu/ Srinagar
5. Registrar Rules, High Court of J&K and Ladakh, Jammu
6. Registrar Computer (IT), High Court of J&K and Ladakh, Jammu
7. Registrar (Adm./Recruitment), High Court Main Wing, Jammu
8. Director Finance, High Court of J&K and Ladakh, Jammu
...for information and compliance.
9. Central Project Coordinator (e-Courts), High Court of J&K and Ladakh, Jammu for uploading the same on the official website of the High Court.
10. Chief Librarian, High Court Wing, Jammu/Srinagar for keeping of the record of the same.
12. Order Book.
13. Notice Board.

Assistant Registrar (Adm.)

[Signature] 02.12.2025
2/12/25