

**Refresher Training Course (Course No. R-5)**  
**Target Group – Civil Judge (Jr. Div.) Remaining Half the Strength of New Batch**  
**[06<sup>th</sup>-07<sup>th</sup> May, 2017]**

| <b>Date</b>       | <b>Scheduled Time</b>       | <b>Routine</b>   | <b>Guest Speaker</b>  |
|-------------------|-----------------------------|--|---|
| <b>06/05/2017</b> | <b>09.30 am to 10.00 am</b> | <b>Registration followed by Group Photography</b>              |   |
|                   | <b>10.00am to 11.30 am</b>  | <b>Discussing Various Facets of Criminal Trial</b>             | <b>Sri Nalin Kumar, Additional Director I, Judicial Academy</b>       |
|                   | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |   |
|                   | <b>11.45 am to 1.00 pm</b>  | <b>Appreciation of Evidence and Judgment Writing</b>           | <b>DO</b>   |
|                   | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch</b>   |   |
|                   | <b>02.00 pm to 3.15 pm</b>  | <b>Domestic Violence Act, Witchcraft Act &amp; Arms Act</b>    | <b>Smt. Veena Mishra, Additional Director II Judicial Academy</b>     |
|                   | <b>03.15 pm to 3.30 pm</b>  | <b>Tea Break</b>   |   |
|                   | <b>3.30 pm to 5.00 pm</b>   | <b>Discussing the Judgments/Orders</b>                         | <b>Sri Amit Kumar Vaish, Administrative Officer, Judicial Academy</b> |
| <b>07/05/2017</b> | <b>10.00am to 11.30 am</b>  | <b>Discussing various facets of civil trial</b>                | <b>Sri Manoj Prasad Principal Judge, Family court, Jamshedpur</b>     |
|                   | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |   |
|                   | <b>11.45 am to 1.00 pm</b>  | <b>Limitation Act, Specific Relief Act Interactive Session</b> | <b>Do</b>   |
|                   | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch &amp; Way Forward</b>                                 |   |

Director

**Refresher Training Course on “Civil & Criminal Court Rules, relevant Provisions  
of C.P.C. & Cr.P.C.” (Course No. R-6)**

**Target Group – Ministerial Staff of Civil Courts (Bench Clerk & Office Clerk)**

**[06<sup>th</sup>-07<sup>th</sup> May, 2017]**

| <b>Date</b>       | <b>Scheduled Time</b>       | <b>Routine</b>   | <b>Guest Speaker</b>   |
|-------------------|-----------------------------|--|--|
| <b>06/05/2017</b> | <b>09.30 am to 10.00 am</b> | <b>Registration followed by Group<br/>Photography</b>                                    |  |
|                   | <b>10.00am to 11.30 am</b>  | <b>General Rules Regarding Practice &amp;<br/>Procedure</b>                              | <b>Sri Shyama Charan Lal,<br/>Advocate Civil Court,<br/>Ranchi</b>                     |
|                   | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |  |
|                   | <b>11.45 am to 1. 00 pm</b> | <b>Execution of Decrees, Information &amp;<br/>Copies, Commercial &amp; Record Rules</b> | <b>Do</b>  |
|                   | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch</b>   |  |
|                   | <b>02.00 pm to 3.15 pm</b>  | <b>Computerization in Civil Courts</b>   | <b>Sri Sajid Akthar<br/>Assistant Civil Court<br/>Ranchi</b>                           |
|                   | <b>03.15 pm to 3.30 pm</b>  | <b>Tea Break</b>   |  |
|                   | <b>3.30 pm to 5.00 pm</b>   | <b>Stamp reporting</b>   | <b>Sri Sanjay Prasad<br/>Sirestedar &amp; I/C Sirestedar<br/>Family Court</b>          |
| <b>07/05/2017</b> | <b>10.00am to 11.30 am</b>  | <b>Accounts &amp; Finance Rules</b>  | <b>Sri Subhashis Karmakar<br/>Accountant Civil Courts,<br/>Ranchi</b>                  |
|                   | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |  |
|                   | <b>11.45 am to 1. 00 pm</b> | <b>Role of OC &amp; BC in Civil Court Rules</b>  | <b>Sri Anup Kumar Sinha<br/>Head Clerk-cum-in-charge<br/>Sirestedar to J.C. Ranchi</b> |
|                   | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch &amp; Way Forward</b>   |  |

Director

**Refresher Training Course on “Addressing issues of core competence towards excellence in qualitative and quantitative Justice” (Course No. R-7)  
Target Group – Civil Judge (Jr.Div.) other than the newly inducted & Advocates**

*[13<sup>th</sup> – 14<sup>th</sup> May, 2017]*

| <b>Date</b>                      | <b>Scheduled Time</b>       | <b>Routine</b>  | <b>Guest Speaker</b>  |
|----------------------------------|-----------------------------|---|---|
| <b>13/05/2017<br/>(Saturday)</b> | <b>09.30 am to 10.00 am</b> | <b>Registration followed by Group<br/>Photography</b>   |   |
|                                  | <b>10.00am to 11.30 am</b>  | <b>A general Discussion on parties to suit framing of suits, plaint &amp; written statement</b> | <b>Sri Ashutosh Anand,<br/>Advocate, Jharkhand High Court</b>         |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>  |   |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Jurisdictional Issues Temporary and Permanent Injunction order 10, 11, 17 CPC</b>            | <b>Sri Swapan Mukherjee,<br/>Advocate, Civil Court Dhanbad</b>        |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch</b>  |   |
|                                  | <b>02.00 pm to 3.15 pm</b>  | <b>Costs :- Section 35, 35A and 35B CPC<br/>Execution of decree</b>                             | <b>Sri Swapan Mukherjee,<br/>Advocate, Civil Court Dhanbad</b>        |
|                                  | <b>03.15 pm to 3.30 pm</b>  | <b>Tea Break</b>  |   |
|                                  | <b>3.30 pm to 5.00 pm</b>   | <b>Judgment and order writing</b>   | <b>Sri Nalin Kumar,<br/>Additional Director,<br/>Judicial Academy</b> |
| <b>14/05/2017<br/>(Sunday)</b>   | <b>10.00am to 11.30 am</b>  | <b>Discussion on Registration Act, Limitation Act, General Clauses Act, Specific Relief Act</b> | <b>Sri Anshuman Pandey,<br/>Advocate,<br/>Patna High Court.</b>       |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>  |   |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Do</b>   | <b>Do</b>   |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch &amp; Way Forward</b>  |   |

Director

**Refresher Training Course on “Duties & Responsibilities of Registrars”(Course  
No. R-8)**

**Target Group – Registrars of Civil Courts  
[20<sup>th</sup> - 21<sup>st</sup> May, 2017]**

| <b>Date</b>                      | <b>Scheduled Time</b>       | <b>Routine</b>   | <b>Guest Speaker</b>   |
|----------------------------------|-----------------------------|--|--|
| <b>20/05/2017<br/>(Saturday)</b> | <b>09.30 am to 10.00 am</b> | <b>Registration followed by Group<br/>Photography</b>                                      |  |
|                                  | <b>10.00am to 11.30 am</b>  | <b>Jharkhand Treasury Code &amp; Finance<br/>Rules</b>                                     | <b>Sri Subimal Mukopadhyay,<br/>Dy. A.G. (Retd.),<br/>Financial Advisor,<br/>Ranchi University</b> |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |  |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Departmental Proceeding, Leave<br/>Rules, T.A. Rules and Jharkhand<br/>Service Code</b> | <b>Sri Dhananjay Kumar<br/>Shashi,<br/>Assistant Registrar, High<br/>Court of Jharkhand</b>        |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch</b>   |  |
|                                  | <b>02.00 pm to 3.15 pm</b>  | <b>Departmental Proceeding- with<br/>emphasis on role of presenting Officer</b>            | <b>Sri Yogendra Dubey<br/>Under Secretary, (Retd.)<br/>Government of Jharkhand</b>                 |
|                                  | <b>03.15 pm to 3.30 pm</b>  | <b>Tea Break</b>   |  |
|                                  | <b>3.30 pm to 5.00 pm</b>   | <b>Accountancy</b>   | <b>Sri Chandrashekhar Jha<br/>Assistant Registrar,<br/>High Court of Jharkhand</b>                 |
| <b>21/05/2017<br/>(Sunday)</b>   | <b>10.00am to 11.30 am</b>  | <b>Duties &amp; Responsibilities of Registrar</b>  | <b>Sri Rajeev Sinha, OSD (J.)<br/>to Hon’ble Governor,</b>   |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>   |  |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Civil Court Rules/Criminal Court<br/>Rules</b>  | <b>DO</b>  |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch &amp; Way Forward</b>   |  |

Director

**Refresher Training Course on “Refreshing Language Skills in English” (Course No. R-9)**

**Target Group – English Stenographers of District Courts  
[20<sup>th</sup> - 21<sup>st</sup> May, 2017]**

| <b>Date</b>                      | <b>Scheduled Time</b>       | <b>Routine</b>  | <b>Guest Speaker</b>  |
|----------------------------------|-----------------------------|---|---|
| <b>20/05/2017<br/>(Saturday)</b> | <b>09.30 am to 10.00 am</b> | <b>Registration followed by Group Photography</b>   |   |
|                                  | <b>10.00am to 11.30 am</b>  | <b>Judicial Ethics &amp; Service Conduct rules,</b>                                       | <b>Smt. Veena Mishra,<br/>Additional Director,<br/>Judicial Academy</b> |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>  |   |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Appropriate Uses of Punctuation &amp; Preposition etc.,</b>                            | <b>Prof. R.K. Sharma,<br/>Ranchi University</b>                         |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch</b>  |   |
|                                  | <b>02.00 pm to 3.15 pm</b>  | <b>Improving expression &amp; enriching vocabulary</b>                                    | <b>Do</b>   |
|                                  | <b>03.15 pm to 3.30 pm</b>  | <b>Tea Break</b>  |   |
|                                  | <b>3.30 pm to 5.00 pm</b>   | <b>Protection of Data&amp; Cyber Fraud</b>  | <b>Sri Avinash Kumar Singh,<br/>Cyber Peace Foundation</b>              |
| <b>21/05/2017<br/>(Sunday)</b>   | <b>10.00am to 11.30 am</b>  | <b>Preparing legal Notes &amp; Routine Orders</b>   | <b>Sri Rajesh Kumar,<br/>Personal Assistant,<br/>J.C. Ranchi</b>        |
|                                  | <b>11.30 am to 11.45 am</b> | <b>Tea break</b>  |   |
|                                  | <b>11.45 am to 1.00 pm</b>  | <b>Drafting letters and other official responses, understanding secretarial practices</b> | <b>Do</b>   |
|                                  | <b>01.00 pm to 2.00 pm</b>  | <b>Lunch &amp; Way Forward</b>  |   |

Director