


**Refresher Training Course on Duties and Responsibilities of Registrars
under Civil Court / Criminal Court Rules (R-07)**

[30th July, 2023; Sunday]

Target Group : Registrar / Judge In-charge of Civil Courts

Venue : Judicial Academy, Jharkhand

Scheduled Time	Topics for Deliberation	Resource Person
09:30 am to 10:00 am	Registration and Group Photography	
10:00 am to 11:30 am	Brief discussion on Finance Rules and Principles of Government Accounting	Sri Mithilesh Kr. Jha, Sr. Audit Officer, Regional Training Institute, Ranchi
11:30 am to 11:45 am	Tea break	
11:45 am to 1:00 pm	Brief Discussion on Jharkhand Service Code in special reference to: <ul style="list-style-type: none">• Leave Rules,• Departmental Enquiry,• Disciplinary Proceeding,• Government Servant Code of Conduct Rule	Sri Arun Kumar Sinha Under Secretary, Rural Development Department, Government of Jharkhand
01:00 pm to 2:00 pm	Lunch	
02:00 pm to 3:30 pm.	Duties and Responsibilities of Registrars / Judge In-charge enshrined in Civil Court & Criminal Court Rules of High Court of Jharkhand	Sri Dhruv Chandra Mishra, Presiding Officer, Labour Court, Ranchi
03:30 pm to 3:45 pm	Tea Break	
3:45 pm to 5:00 pm	Applying Managerial Techniques and Avoiding Work Addiction for Effective Court Administration	Dr. Nitesh Bhatia, Assistant Professor, Department of Business Administration, Central University of Jharkhand, Ranchi


Director / 21/07/2023