

**Refresher Training Programme for Ministerial Staff (Course No. MS- 1)**  
**Target Group: Assistants of District Courts**  
**[11<sup>th</sup> June, 2026]**

<b>Date</b>	<b>Scheduled Time</b>	<b>Routine</b>	<b>Guest Speaker</b>
<b>11/06/2026</b>	10:30 am to 11:30 am	<b>Brief discussion on :</b> <ul style="list-style-type: none"><li>• <b>Leave Rules</b></li><li>• <b>Service Code</b></li><li>• <b>Code of Conduct</b></li><li>• <b>Departmental Proceeding</b></li><li>• <b>Disciplinary Proceeding</b></li><li>• <b>RTI</b></li></ul>	<b>Sri Arun Kumar Sinha</b> <b>Under Secretary (Retd.),</b> <b>Rural Development</b> <b>Department,</b> <b>Government of</b> <b>Jharkhand</b>
	11:30 am to 11:45 am	<b>Tea Break</b>	
	11:45 am to 01: 00 pm	<b>The above deliberation will continue</b>	<b>-Do-</b>
	01:00 pm to 02:00 pm	<b>Lunch</b>	
	02:00 pm to 03:15 pm	<b>Criminal Court Rules and Civil Court Rules</b>	<b>Sri Sanjay Kumar</b> <b>Saristedar,</b> <b>Civil Court, Ranchi</b>
	03:15 pm to 03:30 pm	<b>Tea Break</b>	
	03:30 pm to 05:00 pm	<b>Stamp reporting, Fee, Costs</b>	<b>-Do-</b>

  
**Director**