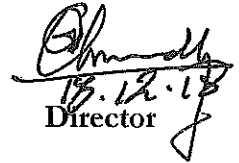


Refresher Training Course (Course No. MS-10)
Target Group – Head Clerks of Civil Court
[16th December, 2018]

Date	Scheduled Time	Routine	Guest Speaker
16/12/2018	09.30 am to 10.00 am	Registration	
	10.00am to 11.30 am	Jharkhand Service Code	Sri Subimal Mukhopadhyaya, Dy. A.G. (Rtd.) Deptt. of Finance, Government of Jharkhand
	11.30 am to 11.45 am	Group Photography followed by Tea break	
	11.45 am to 1. 00 pm	Duties & Responsibilities of Head Clerks	Sri Shyama Charan Lal, Advocate, Civil Court Ranchi
	01.00 pm to 2.00 pm	Lunch	
	02.00 pm to 3.15 pm	Noting & Drafting	Sri Santosh Kumar, Assistant Registrar, High Court of Jharkhand
	03.15 pm to 3.30 pm	Tea Break	
	3.30 pm to 5.00 pm	Computerization in Civil Court	Sri Bhaskar Kumar, Assistant, Deputed in the office of C.P.C., High Court of Jharkhand


16.12.18
Director