

**CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPU**  
**MEMO**

No. ~~224~~.../CSJA/Online Workshop/2021

Bilaspur, dated 14 .06.2021

To,

1. The Registrar General,  
High Court of C.G. Bilaspur.
2. The District & Sessions Judge,  
Bilaspur/ Durg/ Korba/ Raipur/  
Rajnandgaon/ Janjgir Champa/ Raigarh/  
Surguja(Ambikapur)

**Sub.:** Regarding Online Workshop of all Court Managers on the subject  
**“Role of Court Manager : How they can be useful for better  
Management of Courts”** scheduled to be held on **27/06/2021**.


XXXX

XXXX

As directed, I am to inform you that as per the approved Academic Calendar for the year 2021-22, one day Online Workshop of all Court Managers on the subject **“Role of Court Manager : How they can be useful for better Management of Courts”** is scheduled to be organized on **27/06/2021 from 11.30 a.m. onwards** by CSJA, Bilaspur. I am further to inform you that Digital Platform/link to join the online training will be shared with all the participants by CSJA.

You are, therefore, requested to circulate it amongst all the Court Managers posted in your Office/District with a direction that they shall remain present in the concerned Office/Civil Court premises on **27/06/2021 by 11.20 a.m. positively in the prescribed uniform and attend the online Workshop**. They all are also directed to wear mask on their face and maintain social distancing and follow the guideliness and norms issued by the Central Government and the State Government as well as advisories issued by the Hon'ble High Court during the period Covid-19.

A further request is made that in case of exigency any of the Court Manager is not present in his/her headquarter or place of posting and is present in other district within the State, he/she shall attend the Online Workshop from nearest Civil Court building where he/she is at present with an oral information to the concerned District & Sessions Judge. All the District & Sessions Judges are requested to accommodate him/her.

  
(K.L. Charyani)  
Director

Endt.No. ~~2.25~~./CSJA/Online Workshop/2021

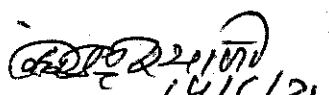
Bilaspur, dated 14 .06.2021

Copy to :

1. S.O. to Registrar General, High Court of C.G. Bilaspur for information.
- ✓ 2. CPC for directing the In-charge, NIC for uploading the memo on the official website of CSJA.
3. All Court Managers, High Court of C.G./ Bilaspur/ Durg/ Korba/ Raipur/ Rajnandgaon/ Janjgir Champa/ Raigarh/ Surguja(Ambikapur) for information and necessary action with a direction that that they shall remain present in the concerned Office/Civil Court premises on **27/06/2021 by 11.20 a.m. positively in the prescribed uniform** and attend the online Workshop. They all are also directed to wear mask on their face and maintain social distancing and follow the guideliness and norms issued by the Central Government as well as State Government during the period Covid-19.

*Be up loaded  
on website*

*14.6.21*

  
(K.L. Charyani)  
Director