

6275

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR
MEMO

No. ~~447~~ 447./CSJA/Computer/2023

Bilaspur, dated 9.05.2023

To,

The District & Sessions Judge,
Balod/Baloda-Bazar/Balrampur at Ramanujganj/Bemetara/
Bilaspur/ Dantewada/Dhamtari/Durg/ Janjgir Champa/ Jashpur/
Jagdalpur/Kanker/ Kawardha /Kondagaon/Korba/Korea at Baikunthpur/
Mahasamund/ Mungeli/Raigarh/Raipur/Rajnandgaon/Surajpur/Surguja
(Ambikapur).

Sub.: Regarding organization Computer Skill Enhancement Programme for Advocates and Advocate Clerks of District Courts and Taluka Courts at all the District Headquarter.

Sir/Madam,

As per Academic Calendar for the year 2023-24, Computer Skill Enhancement Programme for Advocates and Advocate Clerks of District Courts and Taluka Courts at all the District Headquarter is to be organized at District Headquarters on the dates & mode feasible to you.

Accordingly, it is requested to you to arrange Computer Skill Enhancement Training Programme for Advocates and Advocate Clerks of District Courts and Taluka Courts at your District Headquarter on the feasible dates and mode as per your convenience. You are also requested to nominate the participants and arrange Resource Persons (Advocate Master Trainers of the Districts)

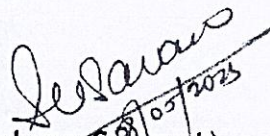
You are further requested to provide necessary assistance through Technical staff to the Master Trainer chosen by you for imparting training.

Breakfast, tea-biscuits, lunch and water have to be arranged by your team for the participants and Resource Persons in the above Workshop as per the approved rates of the Academy which is as follows:

- | | | |
|---------------------------|---|---------------------------------|
| “(i) Breakfast | - | Rs. 94/- per head; |
| (ii) Tea-biscuits at noon | - | Rs. 15/- per head; |
| (iii) Lunch | - | Rs. 280/- per head; |
| (iv) Mineral water | - | Rs.40/-(2 litres)
per head.” |

You are requested to depute 2 Technical Persons and 3 Class IV staff to assist and provide help. They shall also be given food as per the approved rates of the Academy.

Please send the detailed compliance report with attendance sheet and expenditure immediately after completion of the Seminar along with vouchers to the Academy.

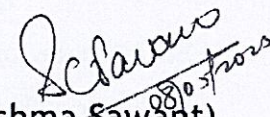

(Sushma Sawant)
Director

Endt. No. 448.../CSJA/Computer/2023

Bilaspur, dated 9.05.2023

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.


(Sushma Sawant)
Director

AD(G)


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