

National Judicial Academy

P-964 Conference on Functions of Registrar General

12-14 January 2016

Prog Coordinator	Mr. Prasadh Raj Singh
No. of Participants	17
No. of forms received	15

General Suggestion

4	<p>Give your views on the structure of the programme and sessions included:</p>	<ol style="list-style-type: none"> 1. Programme is good 2. Very good 3. Programme is good to enhance managerial skill. 4. Fairly good 5. Really very good 6. Structure of the programme particular subject chosen for the participants would certainly help them to discharge their duty in administrative side. This programme has certainly increased the skill in handling the situation with focus. 7. The programme is good in the sense that it may help in improving the management skill and overcome the stress. However it will be better if such programme is organized on weekend. 8. The structure is fairly good. 9. It was good to have been addressed by different Resource Persons during each session. Gave fresh ideas. It would be more helpful if resource Persons had more idea about functioning of Courts and about Role & Duties of R.G 10. If the resource persons are briefed before they come on our particular requirements they will do better. Programme is good. Some time is required to related ourselves 11. It was good. 12. 3rd (Team Building) 4th (Team Building) Sessions should have been for full day. 13. Thanks to NJA, much awaited programme finally conceptualized. Programme was well designed and prepared by coordinator Sh.Prasidh Rja Singh. Reading material was fairly good which may be improved by getting feedback from the High Courts before the next programme scheduled in Feb 2016. 14. Knowledge gaining programme. 15. Programme is appreciated.
5	<p>What are your gains/learning from this programme?</p>	<ol style="list-style-type: none"> 1. I have been benefitted in many areas which were not known to us and will be useful is day to day affairs 2. I Learnt (1) Leadership qualities (2)Team building (3)Time Management (4)Stress Management (5)Conflict Management (6)Relationship Management (7) Public speaking skills. 3. Leadership qualities, Time Management, Stress Management, Conflict Management. 4. Skill/ Trips for better understanding the situation to be met with while discharging our duties, so also is our daily life and behavior. 5. Gained a lot at feet of the Resource Persons 6. The programme has enhanced the capacity of solving the situation whatever may be and handling it very perfectly finding out the way. 7. Management skill; Overcome stress, Conflict situation; Access to employees; Improve the

		<p>system.</p> <p>8. Stand to gain from the programme by means of better management, stress busters.</p> <p>9. (1) To be more inter active with Subordinates (2) Time Management (3) Setting out priorities.</p> <p>10. To manage better; will be better oriented.</p> <p>11. I can be a better boss.</p> <p>12. How to lead the team for institutional intent.</p> <p>13. The resource persons were able to deliver effectively on the concerned subjects (topics) related with the Administration, management etc. The topics were meaningful and thought provoking. The interaction mainly were concerned with the development of how to enhance various management skills to give optimum results necessary for the Administration of justice.</p> <p>14. I have learnt about better leadership traits, public experience, human behavior in organization and how to improve it resultantly the output of the employees and organization is to be increased.</p> <p>15. Gained a few tips on leadership and management skills. Very different from the usual conferences. A welcome change.</p>
6	<p>Kindly make any Suggestion you may have on how NJA may Serve You better and make the Programme more effective:</p>	<p>1. For morning Tea hot water kettle and Tea bags with sugar etc. should be kept so that one may take morning tea in what manner he want and at has time he wants.</p> <p>2. Respondent did not comment</p> <p>3. Respondent did not comment</p> <p>4. By inviting resource persons having more practical interface.</p> <p>5. NJA in doing as: Wonderful Job.</p> <p>6. Respondent did not comment</p> <p>7. If the programme is arranged in such a way that is held on week end. Working hours can be saved.</p> <p>8. Nothing better seems possible.</p> <p>9. As set out in point 4.</p> <p>10. Can improve on the service.</p> <p>11. Respondent did not comment</p> <p>12. Programme to be sent/intimated well in advance.</p> <p>13. Doing Well.</p> <p>14. Visual methods of programme to be used more frequently.</p> <p>15. For Registrar Generals, a three days programme is too long a period.</p>
7	<p>Any other Suggestion / Remarks</p>	<p>1. Respondent did not comment</p> <p>2. Respondent did not comment</p> <p>3. Respondent did not comment</p> <p>4. Respondent did not comment</p> <p>5. Respondent did not comment</p> <p>6. Respondent did not comment</p> <p>7. On the whole a good exercise for us</p> <p>8. Nothing in particular.</p> <p>9. Respondent did not comment</p> <p>11. Respondent did not comment</p> <p>12. Respondent did not comment</p> <p>13. No</p> <p>14. Respondent did not comment</p> <p>15. Respondent did not comment</p>

SNo	Particulars	Respon - dent	Marks out of 5	Remarks
1	Reading Material			
2	Travel	-	-	-
4	Protocol	-	-	-
5	Reception	-	-	-
6	Cleanliness	2	2/5	Wash room of Dining hall in Academic block Recreation Centre and Auditorium were stinking
7	Food	13	3/5	Quality be improved, if needed charges @450/day may be increased.
8	Hygiene	-	-	-
9	Staff Behaviour	-	-	-
10	Hospitality	4	4/4	Please continue to extend the same to spouse.
11	Others	-	-	-

1		Programme & Hospitality Feedback															Total marks out of 75
2		Mark Your Satisfaction, Ranging from 1(Very Poor), 2 (Poor), 3 (Fair enough),4 (good), 5 (Excellent),for the following:															
3		No.of Participant															
4		No. of forms received															
5		Respondent No.															
No.	Subject	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
1	Reading Material	4	4	4	3	4	4	4	4	4	3	4	4	3	4	4	57/75
2	Travel	4	3	3	4	4	5	4	4	4	4	4	4	1	4	4	56/78
3	Protocol	4	3	2	4	5	5	4	4	4	5	4	4	4	5	4	61/75
4	Reception	4	4	2	4	5	5	4	4	5	5	4	4	4	5	4	63/75
5	Cleanliness	4	2	3	4	5	5	4	4	5	4	4	4	4	5	4	61/75
6	Food	5	4	3	3	5	4	4	4	4	4	5	4	3	4	4	60/75
7	Hygiene	4	3	3	3	5	4	4	4	5	4	5	4	4	5	4	61/75
8	Staff Behavior	4	3	4	4	5	4	5	4	5	4	5	4	4	5	4	64/75
9	Hospitality	4	3	4	4	5	4	4	4	5	4	5	4	4	5	4	63/75

Prepared by the Documentation/Communication &PR Unit of the National Judicial Academy