

National Judicial Academy

P-1012: Annual National Seminar on the Functions of Registrar (Judicial) in Different High Courts
11th –12th February, 2017

Programme Coordinator : Ms. Nitika Jain, Law Associate
No. of Participants : 24
No. of forms received : 24

I. OVERALL				
PROPOSITIONS	To a great extent	To some extent	Not at all	Remarks
a. The objective of the Program was clear to me	95.83	4.17	-	-
b. The subject matter of the program is useful and relevant to my work	91.67	8.33	-	-
c. Overall, I got benefited from attending this program	87.50	12.50	-	-
d. I will use the new learning, skills, ideas and knowledge in my work	87.50	12.50	-	-
e. Adequate time and opportunity was provided to participants to share experiences	66.67	33.33	-	-
II. KNOWLEDGE				
PROPOSITIONS	To a great extent	To some extent	Not at all	Remarks
The program provided knowledge (or provided links / references to knowledge) which is:				
a. Useful to my work	91.67	8.33	-	-
b. Comprehensive (relevant case laws, national laws, leading text / articles / comments by jurists)	55.00	45.00	-	-
c. Up to date	66.67	33.33	-	-
d. Related to Constitutional Vision of Justice	57.89	42.11	-	-

e. Related to International Legal Norms	25.00	66.67	8.33	-
III. STRUCTURE OF THE PROGRAM				
PROPOSITIONS	Good	Satisfactory	Unsatisfactory	Remarks
a. The structure and sequence of the program was logical	87.50	12.50	-	-
The program was an adequate combination of the following methodologies viz.				
i. Interactive sessions were fruitful	83.33	16.67	-	-
ii. Audio Visual Aids were beneficial	66.67	33.33	-	-
IV. INDIVIDUAL SESSIONS				
PROPOSITIONS	To a great extent	To some extent	Not at all	Remarks
a. Discussions in individual sessions were effectively organized	83.33	16.67	-	-
b. The session theme was adequately addressed by the Resource Persons	95.83	4.17	-	-
V. PROGRAM MATERIALS				
PROPOSITIONS	To a great extent	To some extent	Not at all	Remarks
a. The Program material is useful and relevant	79.17	20.83	-	-
b. The content was updated. It reflected recent case laws/ current thinking/ research/ policy in the discussed area	77.27	22.73	-	-
c. The content was organized and easy to follow	72.73	27.27	-	-

VI. GENERAL SUGGESTIONS

<p>a. Three most important learning achievements of this Programme</p>	<p>1 Session 2: <i>Management of Judicial Records in the High Court • Maintenance and chain of custody, of court records • Destruction /reconstruction of Judicial Records • Loss/ misplacement of records • Timely placing of files in the court</i>; Session 3: <i>Computerization at various levels of the High Court & subordinate courts • Role in Implementation of e-courts Project • Digitization of Court Records</i>; Session 6: <i>Relationship Management</i>: of this training programme has immensely benefited for me and the most important learning achievements of this programme.</p> <p>2. Knowledge; Techniques; Ideas.</p> <p>3. 1. Got new ideas and plans; 2. Experience sharing with other High Courts; 3. How to decrease pendency.</p> <p>4. Advancement of other High Courts in some IT areas- file tracking, cause list apps etc. - efforts would be made to implement the same; Relationship Management skills – essential for enhanced productivity.</p> <p>5. 1. Came to know about different procedures in various High Courts in some matters; 2. Different roles played by Registrars (Judicial) in other High Courts; 3. Learned how to manage work without stress.</p> <p>6. Sharing of the solution of the programmes by Registrars of different High Courts.</p> <p>7. File tracking system.</p> <p>8. Dealing with records (maintenance, destruction, construction etc.); Dealing with staff / administration, making of lists for increasing disposal.</p> <p>9. How to prepare the records; How to manage your staff.</p> <p>10. I got a deep understanding of my work. Got to know where we are lacking. The relationship management topic too was good & useful.</p> <p>11. Knowledge of best practices of other High Courts. Tips for office administration; Personality development.</p> <p>12. Content wise its excellent, systematically drafted and designed, learnt new innovative practices to be implemented.</p> <p>13. Session 2: <i>Management of Judicial Records in the High Court • Maintenance and chain of custody, of court records • Destruction /reconstruction of Judicial Records: Computerization at various levels.</i></p> <p>14. Session 4: <i>Court Management • Case Management • Workload management</i> Session 2: <i>Management of Judicial Records in the High Court • Maintenance and chain of custody, of court records • Destruction /reconstruction of Judicial Records • Loss/ misplacement of records • Timely placing of files in the court</i></p> <p>15. Participant did not comment.</p>
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	<p>16. 1. Best practice of other High Courts came to knowledge; 2. Better use of computerization; 3. Personality development.</p> <p>17. Use of ICT in judicial branch and administrative work; 2. Handling old cases and listing; 3. Human Resource Management.</p> <p>18. Management of time; Relationship; Workload</p> <p>19. To share with my colleagues and try to implement etc. in our working.</p> <p>20. How to manage staff.</p> <p>21. Participant did not comment.</p> <p>22. 1. How to get work done in adverse situation like paucity of resources; 2. How to achieve result through team work; 3. Session 6: Relationship Management.</p> <p>23. Interpersonal Relationship; Use of ICT in listing; Interaction with other High Courts.</p> <p>24. 1. We can co-ordinate among different sections; 2. We can innovate and submit proposal for better administrative work; 3. Good practices adopted in other High Courts can be implemented in advance.</p>
<p>b. Which part of the Programme did you find most useful and why</p>	<p>1 Session 6: Relationship Management: of the programme I find most useful because in dispensing of my duties as Registrar (Judicial) I have to maintain a good relationship amongst my superior as well as subordinate to maintain smooth functioning of the institution.</p> <p>2. All the programme. Because all the Resource Persons are expert we heard them on point of issue/subject.</p> <p>3. All programme were very useful because learning experience and ways how to get best.</p> <p>4. Hon'ble Mr. Justice Deepak Gupta's deliberation.</p> <p>5. Session 4: Court Management • Case Management • Workload management; and Session 6: Relationship Management</p> <p>6. All, being helpful in my working in Court Management.</p> <p>7. Computerization- for proper and effective functioning.</p> <p>8. Management of courts and its record, relationship management.</p> <p>9. Working of different High Courts are very useful.</p> <p>10. Session 2: Management of Judicial Records: - because it is literally going to help in effectively discharging our duties.</p> <p>11. Almost all the sessions were equally useful.</p>

	<p>12. Session of new practices by Hon’ble Mr. Justice S.J. Mukhopadhaya & Hon’ble Mr. Justice Deepak Gupta.</p> <p>13. Computerization at various levels of the High Court & Subordinate Courts because it would save time, minimum paper work.</p> <p>14. Session 1: <i>Inter-Section coordination amongst different sections of Judicial Branch; Session 2: Management of Judicial Records in the High Court • Maintenance and chain of custody, of court records • Destruction /reconstruction of Judicial Records • Loss/ misplacement of records • Timely placing of files in the court; Session 3: Computerization at various levels of the High Court & subordinate courts • Role in Implementation of e-courts Project • Digitization of Court Records; Session 4: Court Management • Case Management • Workload management; Session 5: Best Practices and procedures followed in High Court with regard to court proceedings.</i></p> <p>15. Day 2nd</p> <p>16. All – for the above mentioned reason.</p> <p>17. The entire programme.</p> <p>18. Session 4: <i>Court Management • Case Management • Workload management; and Session 6: Relationship Management.</i></p> <p>19. 1st day sessions.</p> <p>20. Participant did not comment.</p> <p>21. Participant did not comment.</p> <p>22. Entire programme was most useful as it has enriched use us on all aspects of the functioning of Registrar (Judicial).</p> <p>23. Session 6: <i>Relationship Management.</i></p> <p>24. Session 2: <i>Management of Judicial Records in the High Court • Maintenance and chain of custody, of court records • Destruction /reconstruction of Judicial Records • Loss/ misplacement of records • Timely placing of files in the court; because it gives us a new thought.</i></p>
<p>c. Which part of the Programme did you find least useful and why</p>	<p>1. None</p> <p>2. All</p> <p>3. Participant did not comment.</p> <p>4. Participant did not comment.</p> <p>5. All sessions were helpful.</p> <p>6. None</p> <p>7. Participant did not comment.</p> <p>8. None</p> <p>9. Session 4: <i>Court Management • Case Management • Workload management.</i></p> <p>10. None</p> <p>11. Participant did not comment.</p> <p>12. Participant did not comment.</p>

	<p>13. Participant did not comment. 14. Participant did not comment. 15. Participant did not comment. 16. No. 17. None 18. Participant did not comment. 19. Participant did not comment. 20. Participant did not comment. 21. Participant did not comment. 22. Participant did not comment. 23. None</p> <p>24. Court Management; because as Registrar (Judicial) very least role for us.</p>
<p>d. Kindly make any suggestions you may have on how NJA may serve you better and make its programmes more effective</p>	<p>1. No 2. In case, if, all the names of the participants with contact numbers are given in advance, then it will be better to contact them and get ideas about the programme (for new comer at least). 3. Such programmes/workshop should be held every year. 4. To provide soft copies of PPTs.</p> <p>5. 1. More topics can be included to understand the procedural aspects; 2. There is no similarity in the nomenclatures adopted by various High Courts. This may also be included in order to achieve a unified nomenclature.</p> <p>6. More information regarding problems and administration on High Courts. 7. Discussion among the participants.</p> <p>8. Introduction of the spiritual discussion keeping in view Swami Vivekananda's thought that "purpose of education is man making and character building".</p> <p>9. A single rule and regulation be prepared for all the High Court. At least collection of rules and regulations of all the high court.</p> <p>10. More such programmes should be held for the participants to share their own experiences, apart from the experiences of Ld. Resource Persons, for the betterment of judicial system as a whole.</p> <p>11. The period of seminar be extended to 3 days. Interactive sessions amongst participants be included for better exchange of ideas.</p> <p>12. Please arrange at least 2 seminars for Registrar.</p> <p>13. Participant did not comment. 14. By organizing these type of courses. 15. Participant did not comment. 16. No 17. Participant did not comment.</p>

	<p>18. Participant did not comment.</p> <p>19. It is doing in better way.</p> <p>20. Please allow to speak in Hindi.</p> <p>21. Participant did not comment.</p> <p>22. Participant did not comment.</p> <p>23. It is going good. Let it be.</p> <p>24. With the help of NJA, universal applicable rule in different High Courts in zones be framed, as emphasized by Hon'ble SC.</p>
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