

**MADHYA PRADESH STATE JUDICIAL ACADEMY  
HIGH COURT OF M.P., JABALPUR**

**Schedule of the Colloquium for District Judges**

**04.01.2018 & 05.01.2018  
(Conference Hall, High Court of M.P., Jabalpur)**

**DAY ONE: 04.01.2018 (Thursday)**

| <b>SESSIONS</b>                              | <b>TIME</b>                     |  |
|--|---------------------------------|--|
| <b>I</b>                                     | <b>10.00 a.m. to 10.20 a.m.</b> | Inauguration of the Colloquium<br>- By <b>Hon'ble Shri Justice Hemant Gupta, Chief Justice, High court of M.P.</b><br>&<br><b>Hon'ble Shri Justice R.S. Jha, Judge In-charge, Judicial Education, High Court of M.P.</b>   |
|  | <b>10.20 a.m. to 10.30 a.m.</b> | <b>Group Photograph and High Tea</b>   |
| <b>II</b>                                    | <b>10.30 a.m. to 11.30 a.m.</b> | Issues relating to District Court Administration - Open interaction with officers of the Registry<br>- Chaired By <b>Shri Mohd. Fahim Anwar, Registrar General, High Court of M.P.</b><br>&<br><b>Registry Officers</b>  |
| <b>III</b>                                   | <b>11.30 a.m. to 12.30 p.m.</b> | Role and responsibilities of Chairman, District Legal Services Authority & issues faced at district level<br>- By <b>Shri B.S. Badhoriya, Member Secretary, MPSSLSA</b><br>&<br><b>Officers from MPSSLSA</b>   |
| <i>LUNCH BREAK (12.30 p.m. to 1.30 p.m.)</i> |                                 |  |
| <b>IV</b>                                    | <b>1.30 p.m. to 2.30 p.m.</b>   | Role & responsibilities of District & Sessions Judge on issues relating to Judicial Infrastructure at district level (Court complex, Residence, Mediation centers, centralized Filing Counters, Furniture, Furnishings and maintenance etc.)<br>- Chaired by <b>Hon'ble Shri Justice J.K. Maheshwari, Chairman, Building Construction and Maintenance Committee</b><br>- Discussion <b>Shri Satyendra Kumar Singh,</b><br>Moderated by <b>Principal Registrar (Vig.), High Court of M.P.</b><br>&<br>- Assisted by <b>Shri Sanat Kumar Kashyap, Registrar (DE), High Court of M.P.</b> |
| <i>SHORT BREAK 2.30 p.m. to 2.45 p.m.</i>    |                                 |  |
| <b>V</b>                                     | <b>2.45 p.m. to 3.15 p.m.</b>   | Role and responsibility of Head of Office towards preparation of Budget and Audit<br>- By <b>Shri Rohit Singh Kaushal, Additional Commissioner (Finance) Municipal Corporation, Jabalpur</b>   |
| <i>TEA BREAK 3.15 to 3.30 p.m.</i>           |                                 |  |
| <b>VI</b>                                    | <b>3.30 p.m. to 4.20 p.m.</b>   | Issues relating to preparation of pension cases<br>- By <b>Shri Rohit Singh Kaushal, Additional Commissioner (Finance) Municipal Corporation, Jabalpur</b>   |
| <i>SHORT BREAK 4.20 p.m. to 4.30 p.m.</i>    |                                 |  |
| <b>VII</b>                                   | <b>4.30 p.m. to 5.30 p.m.</b>   | Role and responsibility of District Judges in assessment of work of Judges of District Judiciary - Norms and requirement of writing ACRs<br>- By <b>Hon'ble Shri Justice C. V. Sirpurkar, Judge, High Court of M.P.</b>  |

| <b>DAY TWO: 05.01.2018 (Friday)</b>          |                                 |  |
|--|---------------------------------|--|
| <b>I</b>                                     | <b>10.00 a.m. to 11.30 a.m.</b> | Issues relating to GPF & GIS, withdrawal and advances<br>- By <b>Shri R.K. Mishra,<br/>Joint Director,<br/>Directorate of Treasury and Accounts,</b>   |
| <i>TEA BREAK (11.30 a.m. to 11.45 a.m.)</i>  |                                 |  |
| <b>II</b>                                    | <b>11.45 a.m. to 12.45 p.m.</b> | Issues relating to Leave Rules, T.A. Rules & proper mode of Official Correspondence<br>- By <b>Shri R.K. Mishra,<br/>Joint Director,<br/>Directorate of Treasury and Accounts,<br/>Dindori</b>   |
| <i>LUNCH BREAK (12.45 p.m. to 1.30 p.m.)</i> |                                 |  |
| <b>III</b>                                   | <b>1.30 p.m. to 2.15 p.m.</b>   | Understanding the issues relating to I.T. infrastructure in District Courts<br>- Chaired by <b>Hon'ble Shri Justice S.C. Sharma,<br/>Chairman, Computer and e-Courts<br/>Committee</b><br>-Co-Chaired by <b>Hon'ble Shri Justice Atul Sreedharan<br/>Member, Computer and e-courts<br/>Committee</b><br>- Assisted by <b>Shri F. H. Qazi,<br/>Registrar (I.T.) (S.A.)<br/>High Court of M.P.</b>   |
| <i>SHORT BREAK (2.15 pm to 2.30 p.m.)</i>    |                                 |  |
| <b>IV</b>                                    | <b>2.30 p.m. to 3.00 p.m.</b>   | Issues relating to LTC & HTC<br>- By <b>Shri Vimal Prakash Shukla,<br/>District &amp; Sessions Judge,<br/>Raisen</b>   |
| <i>TEA BREAK (3.00 p.m. to 3.15 p.m.)</i>    |                                 |  |
| <b>V</b>                                     | <b>3.15 p.m. to 4.30 p.m.</b>   | Role and responsibilities of D.D.O. - Issues relating to Purchase and Store - Administration & Financial Sanctions<br>- By <b>Shri Ajay Choubey,<br/>Additional Secretary,<br/>Finance Department, Bhopal</b>  |
| <b>VI</b>                                    | <b>4.30 p.m. to 5.30 p.m.</b>   | Discussion on - Role and responsibility of District & Sessions Judges in better management of office and other sections of District Administration<br><i>Presentations by -</i><br>(1) Smt. Sarita Singh, District & Sessions Judge, Dewas<br>(2) Shri Abhay Kumar Saxena, District & Sessions Judge, Gwalior<br><b>(15 Minutes each)</b><br>- Chaired by <b>Hon'ble Shri Justice J. P. Gupta,<br/>Judge, High Court of M.P.</b><br><b>(Followed by Valedictory session)</b> |

- Note:** (1) The participants may ask any question but please do not interrupt the speaker midway the lecture.  
(2) The Time Table is subject to change as per exigencies.  
(3) Use of Cell Phones in the Conference Hall is strictly prohibited.

**DIRECTOR IN-CHARGE**