

**HIGH COURT OF JAMMU AND KASHMIR**  
(Office of the Registrar Vigilance at Jammu)

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**C I R C U L A R**

No: 01

Dated: 29-4-2021.

The following directions for preservation and maintenance of court files and transmission of record to the record room, are hereby issued:-

*i. It has been observed that very often records of several cases of Subordinate Courts are not traceable or reportedly goes missing, which is not healthy sign rather is deplorable. Accordingly, all the Subordinate Courts are hereby directed to strictly implement and observe rules/circulars/orders / notification in vogue dealing with safe preservation and maintenance of court files and transmission of record to the record room.*

*ii. It is also enjoined upon the presiding officer(s) of the concerned court(s) in particular and the Pr. District and Sessions Judges of the District(s) in general to ensure effective implementation of the directions and also implementation and compliance of rules / circulars / orders / notifications in vogue and in the event of any lapse same shall be viewed seriously for which not only the Civil/ Criminal Clerk / Srishtadhar/ Custodian of Record shall be personally held liable, but also the presiding officer and the Pr. District & Sessions Judge, shall incur vicarious liability.*

By order.

  
(Shahzad Azeem)  
29/04/21

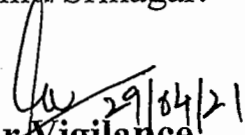
Registrar Vigilance

No: 52-95/RV.

Dated: 29-04-2021.

1. Registrar General, High Court of J&K, Jammu.
2. Pr. Secretary to Hon'ble the Chief Justice, High Court of J&K, Jammu.
3. Secretary to Hon'ble Mr. Justice \_\_\_\_\_ for placing the same before his Lordship for kind perusal and information.
4. Registrar Computer, High Court of J&K.
5. Registrar Rules, High Court of J&K.
6. Registrar Inspection, High Court of J&K, Jammu/Srinagar.
7. All Pr. District and Sessions Judges for information and n/a and with the request to circulate the circular among the judicial officers working in their respective Districts.

8. Registrar Judicial High Court of J&K, Jammu/ Srinagar.
9. CPC-e Courts, High Court of Jammu and Kashmir, for information and uploading the same on the official website of the High Court of J&K.
10. Joint Registrar Inspection, High Court of J&K, Jammu/Srinagar.
11. Circular File.

  
**Registrar Vigilance**