

**HIGH COURT OF JAMMU & KASHMIR AND LADAKH**  
(Office of the Registrar General at Jammu)

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**Subject: Directions regarding proper Main Case, IAs, Caveat and other documents numbering on the Judicial files.**

**CIRCULAR**

**No: 08 of 2026/RG**

**Dated: 06.03.2026**

It has been noticed that in several matters listed before the Hon'ble Courts, the Main Case Numbers, IA Numbers, and Caveat Numbers are not being filled in the designated spaces on the respective files after registration, thereby causing considerable inconvenience during court proceedings.

With a view to removing the aforesaid bottleneck, it is hereby ordered that the Registry officials of both wings shall ensure that, immediately after registration of the matters, the Main Case Numbers, IA Numbers, Caveat Numbers, and other relevant particulars of the documents filed by the parties are duly filled in, wherever such columns are found blank. The relevant number and year must be clearly indicated so as to ensure that no inconvenience is caused to the Hon'ble Courts while dealing with the cases.

**By Order.**

  
(M.K. Sharma)

**Registrar General**  
**Dated:-06.03.2026**

**No:-10967=77RG/GS**

**Copy of the above forwarded to:**

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh for kind information of His Lordship;
2. Registrar Vigilance, High Court of J&K and Ladakh, Jammu;
3. Registrar Computers (I.T), High Court of J&K and Ladakh, Jammu;
4. Registrar Rules, High Court of J&K and Ladakh, Jammu;  
..... for information.
5. Registrar Judicial, High Court of J&K and Ladakh, Jammu/Srinagar for information and necessary action.
6. CPC, e-Courts, High Court of J&K and Ladakh, Jammu for information.
7. Incharge NIC, High Court of J&K and Ladakh, Jammu for information and uploading the same on the official website of the High Court.
8. Incharge Library, High Court Wing Jammu/Srinagar for information and keeping the record of the same.
9. Order file.

  
**Registrar General**