



TAMIL NADU STATE JUDICIAL ACADEMY

REGIONAL CENTRE, COIMBATORE

*Refresher Training Programme on Court and Office Administration
for Chief Administrative Officers and Sheristdars of District Courts*

Sunday, 17th March, 2019

10.00 a.m. – 11.15 a.m.	<p>1) <i>Court and Office Administration</i> 2) <i>Recruitment, Promotion, Transfer, and Posting of staff members</i> 3) <i>Important Features of –</i> a) <i>Tamil Nadu Government Servants (Conditions of Service) Act, 2016</i> b) <i>Tamil Nadu Ministerial Service Rules</i></p> <p>Mr. K. RAJASEKAR, Principal District Judge, Tirunelveli Mr. S. NAGARAJAN, Chief Judicial Magistrate, Coimbatore</p>
11.15 a.m. – 11.30 a.m.	<p style="text-align: center;">Tea Break</p>
11.30 a.m. – 01.00 p.m.	<p>1) <i>Disciplinary Proceedings: Practice and Procedure</i> 2) <i>The Tamil Nadu Civil Services (Discipline and Appeal) Rules: An overview</i> 3) <i>The Tamil Nadu Government Servants' Conduct Rules, 1973 : An overview</i></p> <p>Mr. R. PAARTHIBAN, Advocate, Coimbatore</p>
01.00 p.m. – 02.00 p.m.	<p style="text-align: center;">Lunch Break</p>
02.00 p.m. – 03.30 p.m.	<p><i>Right to Information Act –</i> 1) <i>Practice and Procedure, and</i> 2) <i>Duties and Responsibilities of Public Information Officers</i></p> <p>Mrs. B. PRIYA, Assistant Professor, Government Law College, Coimbatore</p>
03.30 p.m. – 03.45 p.m.	<p style="text-align: center;">Tea Break</p>
03.45 p.m. – 04.30 p.m.	<p><i>Budget, Finance and Audit</i></p> <p>Mr. L. THIRUMURUGESAN, Sheristdar (Retd.), CJM Court, Coimbatore</p>