



OFFICIAL MEMORANDUM

Sub: Courts and Judges – Letter received from the Director, Tamil Nadu State Judicial Academy, Chennai – Induction Training Programme for the Civil Judges-2019 Batch – Presently undergoing Training at TNSJA Headquarters, Chennai till 09.11.2019 – On-the-job Training Programme: Part-I (OT-I) from 11.11.2019 to 11.01.2020 at District Headquarters: On-the-job Training Programme: Part-II (OT-II) from 13.01.2020 to 14.03.2020 and On-the-job Training Programme: Part-III (OT-III) from 16.03.2020 to 06.06.2020 at their Place of Posting – To be imparted – Nomination requested - Considered – Officers nominated – Orders issued.

- Ref:** 1. High Court Official Memorandum in R.O.C.No.49777-A/2019/B2, dated 17.06.2019.
2. Letter in R.O.C.No.200/JA/2019, dated 23.10.2019 of the Director, Tamil Nadu State Judicial Academy, Chennai.

The Director, Tamil Nadu State Judicial Academy, Chennai, in the letter under reference 2nd cited, has stated that as directed by the Hon'ble Governing Body of the Tamil Nadu State Judicial Academy, Chennai, the newly appointed Civil Judges of 2019 Batch (Groups I and II) are now undergoing Training as detailed below from 21.06.2019:-

Group I	
Foundation and Orientation Training	21.06.2019 to 05.07.2019
Academic Training	08.07.2019 to 07.09.2019
Field and Institutional Training	09.09.2019 to 05.10.2019
Practical Training	09.10.2019 to 09.11.2019

Group II	
Foundation and Orientation Training	21.06.2019 to 05.07.2019
Field and Institutional Training	08.07.2019 to 09.08.2019
Practical Training	13.08.2019 to 07.09.2019
Academic Training	09.09.2019 to 09.11.2019

He has further stated that after completing the above-said training on 09.11.2019, the trainee judicial officers belonging to, Group-I and Group-II, have to undergo On-the-job Training Programme: Part-I (OT-I) from 11.11.2019 to 11.01.2020 at the respective Districts Headquarters; On-the-job Training Programme; Part-II (OT-II) from 13.01.2020 to 14.03.2020 and On-the-job Training Programme: Part-III (OT-III) from 16.03.2020 to 06.06.2020 at their Places of Posting.

As ordered, the following Judicial Officers are nominated to attend the “On-the-job Training Programme: Part-I (OT-I) from 11.11.2019 to 11.01.2020 at the respective Districts Headquarters; On-the-job Training Programme; Part-II (OT-II) from 13.01.2020 to 14.03.2020 and On-the-job Training Programme: Part-III (OT-III) from 16.03.2020 to 06.06.2020 at their Places of Posting.

GROUP-I

ON-THE-JOB TRAINING	
OT-I Part-I	11.11.2019 to 11.01.2020
OT-I Part-II	13.01.2020 to 14.03.2020
OT-III Part-III	16.03.2020 to 06.06.2020

Thiru/Tmt/Selvi.

1. V.C. THAARINI, Judicial Magistrate, Additional Mahila Court, Erode.
2. E. PRAVIN KUMAR, Judicial Magistrate V, Madurai
3. R. MAHESH, IV Additional District Munsif, Salem
4. BA. DHAARANI, XIII Judge, Court of Small Causes, Chennai
5. P. NITHYA, Additional District Munsif, Tirupathur
6. M. AFZAL FATHIMA, District Munsif, Avinashi

7. A. THEVIYA, Additional District Munsif,Ariyalur
8. R. VANJI NATHAN, Judicial Magistrate II,Nagercoil
9. I. VINO, Additional District Munsif,Ulundurpet
10. M.A. SUVEDHARANYAN, Judicial Magistrate,Fast Track Court at Magestrial Level,Omalur
11. MATHIVATHANI VANANGAMUDI, XIV Judge,Court of Small Causes,Chennai
12. M. AMUDHA, District Munsif cum Judicial Magistrate,Arcot
13. K. CHELLIAH, Judicial Magistrate II,Pollachi
14. V. KALIDASAN, XVI Judge,Court of Small Causes,Chennai
15. M.S. BHARATHIDHASAN, Judicial Magistrate I,Kovilpatti
16. R. VAISHNAVI, District Munsif,Tiruppur
17. A. SURESH BABU, Judicial Magistrate, Additional Mahila Court,Cuddalore
18. V. AGAVITHAN, I Additional District Munsif,Nagercoil
19. S. VIJAY ANANTH, District Munsif Cum Judicial Magistrate,Rameshwaram
20. V. MONIKA, Judicial Magistrate,Musiri
21. M. BALAJI, District Munsif cum Judicial Magistrate,Shenkottai
22. M.P. RAMKISHORE, Judicial Magistrate,Nanguneri
23. V. VISWATHA, Additional District Munsif,Padmanabhapuram
24. A. MOHAMMED SADIQ HUSSAIN, District Munsif cum Judicial Magistrate,Portonovo
(parangipettai)
25. S. SHANMATHI, District Munsif,Panruti
26. J. MADHUMITHA, District Munsif,Nanguneri
27. M. DHIVYA, District Munsif,Sholinghur
28. S. DINESHKUMAR, Judicial Magistrate I,Kulithalai
29. M.M.J. UMMUL FARITHA, District Munsif,Bodinayakanur
30. S. PRAGATHEESHWARAN, Judicial Magistrate,Tenkasi
31. R.D. AARTHI, Judicial Magistrate II,Cuddalore
32. B. DHARANEETHER, Judicial Magistrate I,Kumbakonam
33. M. AARTHI, Judicial Magistrate,Palacode
34. D. PAVITHRA, District Munsif,Chengam
35. C.P. MULLAI VANAN, Judicial Magistrate III,Dindigul
36. A. TAMILARASU, Judicial Magistrate,Srivaikuntam
37. K. MUTHURAJ, Judicial Magistrate,Chengam
38. K.R. KALAIVANAN, Judicial Magistrate, Fast Track Court at Magisterial Level,Coonoor
39. S. SAHAANA, District Munsif,Pudukkottai
40. P. MOSES JEBASINGH, Judicial Magistrate II,Thanjavur
41. N. TAMILINIAN, Judicial Magistrate III,Coimbatore
42. N. KEERTHANA, Additional District Munsif,Chidambaram
43. M. MULLAI, District Munsif,Ramanathapuram

44. D. VARSHA, Additional District Munsif, Ginjee
45. C. NANDHINI, III Additional District Munsif, Tiruchirappalli
46. S. KIRTHIKA, Additional District Munsif, Mayiladuthurai
47. R.S. PRAGANTHAA, II Additional District Munsif, Thirukovilur
48. V.B. SELVAARASI, II Additional District Munsif, Kallakurichi
49. M. SIVARAJESH, Special Judicial Magistrate, Spl. Court for Exclusive Trial of Land Grabbing Cases, Virudhunagar
50. M. SELVAM, Additional District Munsif, Madurai
51. V. PARKAVI, Additional District Munsif, Karur
52. J. PAVITHRA, Judicial Magistrate, Additional Mahila Court, Krishnagiri
53. A. PRABHU SHANKAR, District Munsif cum Judicial Magistrate, Valangaiman

GROUP-II

ON-THE-JOB TRAINING	
OT-I Part-I	11.11.2019 to 11.01.2020
OT-I Part-II	13.01.2020 to 14.03.2020
OT-III Part-III	16.03.2020 to 06.06.2020

Thiru/Tmt/Selvi.

1. FANNY RAJAN, IV Additional District Munsif, Coimbatore
2. S. VARATHARAJAN, XII Judge, Court of Small Causes, Chennai
3. A. ABDULRAHMAN, Judicial Magistrate, Fast Track Court at Magisterial Level, Nagercoil
4. S. AGNES JEBARAJAN, District Munsif, Dharapuram
5. P. MAHARAJAN, Metropolitan Magistrate, Additional Mahila Court, Egmore
6. N. SIVAPALANI, Judicial Magistrate I, Cuddalore
7. V. DEVAPRIYA, District Munsif, Pallipattu
8. B. VIDHYA, I Additional District Munsif, Thirukovilur
9. S. MUTHUKRISHNA MURALIDAS, Judicial Magistrate, FTC at Magisterial Level, Ambattur
10. B. PETER, Judicial Magistrate II, Krishnagiri
11. S. PACKIA RAJ-I, Judicial Magistrate II, Tiruvannamalai
12. N. RENUGA, Additional District Munsif, Thirumangalam
13. K. ANAND, Judicial Magistrate I, Virudhachalam
14. M. PONPANDI, Judicial Magistrate IV, Salem
15. K. CHITHRA, District Munsif, Theni
16. N. GOPALAKRISHNAN, Judicial Magistrate, Harur.
17. M. SUNIL RAJA, District Munsif cum Judicial Magistrate, Ilayangudi
18. R. PANDI MAHARAJA, Judicial Magistrate II, Kumbakonam

19. S. MUTHU LAKSHMI, District Munsif cum Judicial Magistrate, Kamudhi
20. G. LISI, District Munsif cum Judicial Magistrate, Vedaranyam
21. D. SANTHANAM, Judicial Magistrate II, Chidambaram
22. G. VARADHARAJAN, Judicial Magistrate, Sankarankovil
23. M. ANAND, Judicial Magistrate, Additional Mahila Court, Nagercoil
24. A.S. AMEERDHEEN, Judicial Magistrate I, Mannargudi
25. M. V O CHIDAMBARAM, Judicial Magistrate, Gudiyatham
26. K.S. DINESH, Judicial Magistrate, Ginjee
27. R. ARUN PANDIAN, Judicial Magistrate I, Kallakurichi
28. J. AAFREEN BEGUM, Additional District Munsif, Thoothukudi
29. S.K.P. DILIP BABU, Judicial Magistrate II, Dindigul
30. D. SIVAKUMAR-II, Judicial Magistrate III, Nagercoil
31. A. ANNA LAKSHMI, District Munsif, Oddanchatram
32. S. RAJESH KANNAN, Judicial Magistrate, Additional Mahila Court, Salem
33. M.N. RAJANANDHIVARMASIVA, Judicial Magistrate, Thirukovilur
34. A. DHARANIDHARAN, Judicial Magistrate, Sirkali
35. S. PADMAVATHI, Judicial Magistrate III, Tirupathur
36. A. NARMATHA RANI, Additional District Munsif, Attur
37. P. RANGESWARI, District Munsif, Pattukottai
38. R. MANIVARMAN, Judicial Magistrate II, Panruti
39. K. SATHYA, Judicial Magistrate, Vandavasi
40. J. JAYGANESH, Judicial Magistrate IV, Tirunelveli
41. S. RAJKUMAR, Judicial Magistrate II, Mettur
42. P. SHARMILA, Additional District Munsif, Tenkasi
43. B. VAISHNAVI, District Munsif, Sular
44. V. PARAMVEER, Judicial Magistrate II, Srivilliputhur
45. S.P. PARVADHRAJ ARUMUGAM, Judicial Magistrate, Fast Track Court at Magisterial Level, Kovilpatti
46. S. ANANTHAVALLI, Additional District Munsif, Dindigul
47. K. KARTHICK ASATH, Judicial Magistrate I, Tiruchirappalli
48. V. LOGANATHAN, Judicial Magistrate, Tiruttani
49. M.C. ARUN, Judicial Magistrate, Thirumangalam
50. J. SANGEETHA, Judicial Magistrate, Additional Mahila Court, Chengalpattu
51. G. AMIRDHAM, Judicial Magistrate, Fast Track at Magisterial Level, Mayiladuthurai
52. S. ALEXRAJ, Judicial Magistrate, Fast Track Court at Magisterial Level, Nagapattinam
53. T. ARUNKUMAR-I, Judicial Magistrate, Fast Track Court at Magisterial Level, Eraniel
54. P. RANJITH KUMAR, Additional District Munsif, Kancheepuram

The nominated Judicial Officers are directed to report before the Principal District Judges / District Judge-cum-Chief Judicial Magistrate, The Nilgiris; and the District Judges, who head the District Judicial Administration, as the case may be, at 8.30 a.m., on 11.11.2019.

The Principal District Judges / District Judge-cum-Chief Judicial Magistrate, The Nilgiris; and the District Judges who head the District Judicial Administration, are directed to impart **OT-I, OT-II and OT-III** at the Districts Headquarters and Place of Posting, as per the module and schedule enclosed herewith.

The above mentioned Officers are permitted to claim T.A./D.A. in this regard, as per rules in force.

**HIGH COURT, MADRAS,
DATED: 04.11.2019.**

**Sd./-C.Kumarappan
REGISTRAR GENERAL**

To

1. The Officers concerned.
2. The Offices of the Officers concerned.

04.11.19
(S.O)

Copy to:

1. The Director, Tamil Nadu State Judicial Academy, R.A.Puram, Chennai-28.
2. The Deputy Director, Regional Centre of Judicial Academy, Madurai and Coimbatore
3. The Principal Judge, City Civil Court, Chennai.
4. All the Principal District Judges / District Judges.
5. The District Judge-cum-Chief Judicial Magistrate, The Nilgiris.
6. All the Chief Judicial Magistrates.
7. The Senior Accounts Officer (GAD-IV), O/o the Principal Accountant General (A&E), Chennai – 18.
8. The Pay and Accounts Officer, Pay and Accounts Office, High Court Buildings, Chennai
9. The Pay and Accounts Officer, Pay and Accounts Office, Madurai
10. All the Treasury Officers

TAMIL NADU STATE JUDICIAL ACADEMY

HEADQUARTERS, CHENNAI

Induction Training Programme for the Civil Judges – 2019 Batch

On-the-job Training – Part-I: 11.11.2019 to 11.01.2020

I. TRAINING MODULE

Cycle	Duration	Period	Forenoon Session	Afternoon Session
I	Two weeks	11.11.2019 to 23.11.2019	The trainee judicial officer shall sit with a Senior Civil Judge handling civil cases, and observe court proceedings	The trainee judicial officer shall visit the Establishments/ Institutions in the district (Details given in the table hereinafter) **
II	Two weeks	25.11.2019 to 07.12.2019	The trainee judicial officer shall sit with the Chief Judicial/Metropolitan Magistrate or any other Senior Civil Judge handling criminal cases, and observe court proceedings	
III	One week	09.12.2019 to 14.12.2019	The trainee judicial officer shall observe the proceedings in the court of a District Judge	
IV	One week	16.12.2019 to 20.12.2019	The trainee judicial officer shall observe the proceedings in the court of the Principal District Judge	
V	Three weeks	26.12.2019 to 11.01.2020	<p>a) The trainee judicial officer shall get acquainted with all the registers, forms, and records, maintained in various sections of the Civil Court, viz. Nazir Section, Records Section, Copyist Section, Library Section, Bench Clerk Section, etc.</p> <p>b) The trainee judicial officer shall get acquainted with all the registers, forms, and records, maintained in various sections of the Magistrate Court, viz. Property Section, Record Section, Copyist Section, FIR Section, Magisterial Clerk Section, etc.</p> <p>c) The trainee judicial officer shall make entries in the physical registers forms, and records as well as in C.I.S., maintained in the courts of District Munsif/Assistant Judge, City Civil Court/Judge, Small Causes Court, as the case may be, and Judicial/Metropolitan Magistrate Court, and maintain them.</p> <p>d) The trainee judicial officer shall look after the office administration, manage human resources, etc.</p>	

**** VISIT IN THE AFTERNOON OF CYCLES-I TO IV OF OT-I**

Sl. No.	Name of the Department/Establishment/Institution	Duration of Training(Afternoon session)
I. JUDICIAL/METROPOLITAN MAGISTRATE COURT		
1	The trainee judicial officer shall go to the Judicial/Metropolitan Magistrate Court and observe and get acquainted with, the proceedings relating to – a) recording of statements/confessions under Section 164 Cr.P.C b) conducting test identification parade c) conducting inquest under Section 176(1-A) Cr.P.C., and d) recording dying declaration In this connection, wherever required, the trainee judicial officer shall accompany the incumbent Judicial/Metropolitan Magistrate to hospital or prison, as the case may be.	4 Days
II. REVENUE DEPARTMENT		
2	With Village Administrative Officer	1 day
3	To get acquainted with the maintenance of land records and survey records – Issuance of Patta, Chitta, Adangal, etc.	1 day
4	Acquaintance of work looked after by Revenue Inspector	1 day
5	Survey Training (including site visit)	2 days
III. POLICE DEPARTMENT		
6	With Sub-Inspector of Police – to get acquainted with station work, FIR, General Diary, Case Dairy, final report, etc.	1 day
7	With Inspector of Police – to get acquainted with investigation procedure and practice	1 day
8	With Deputy Superintendent of Police - to get acquainted with prohibition raids, crime scene, etc.	1 day
9	Visit to District Crime Records Bureau (DCRB)	1 day
10	With Superintendent of Police – to get acquainted with the functions of the District Police Unit, Armed Reserve, Security Branch, etc.	1 day
IV. FOREST DEPARTMENT		
11	To get acquainted with the investigation procedure relating to forest offences	2 days
V. PRISON / JAIL ADMINISTRATION		
12	With Superintendent – to get acquainted with procedure relating to remand and convict prisoners, Prison Adalat, etc.	1 day
13	With Probation Officer	1 day
VI. TREASURY DEPARTMENT		
14	With P.A.O./Treasury Officer – to get acquainted with maintenance of Government Accounts, Deposits, Bills, drawing pay and allowances, and with Integrated Financial Human Resource Management System (IFHRMS), etc.	2 days
VII. GOVERNMENT HOSPITAL		
15	To get acquainted with the procedure relating to dying declaration, autopsy, wound certificate, etc.	2 days
VIII. JUVENILE JUSTICE BOARD		
16	Visit to Juvenile Justice Board	1 day
17	Visit to Government Observation Home for children	1 day

II. COMPONENTS OF EVALUATION

COMPONENTS OF EVALUATION	RATING
<ol style="list-style-type: none">1. Assessment of power of observation of court proceedings, understanding and learning while sitting with Senior Civil Judge, Chief Judicial Magistrate and the proceeding in the District Court and the Principal District Court2. Assessment of the Understanding and Learning from the visit to various Establishments/Institutions in the District3. Assessing the performance in maintaining the Registers and Records used in Nazir Section, Records Section, copyist Section, Library Section, Bench Clerk Section, FIR Section, Property Section, Magisterial Bench Clerk Section etc. and making entries in them, making entries in CIS and Office Administration <p>Note: Wherever necessary, report from the concerned Senior Civil Judge, Chief Judicial Magistrate, District Judge and the Departmental Heads can be obtained for assessment</p>	A-Good B-Satisfactory C-Average D-Below Average

III. FACTORS TO BE CONSIDERED FOR EVALUATION

On the basis of the report submitted by the trainees, the Principal District Judge has to assess the performance of the trainees on,

1. The learning aspects of the trainees while sitting along with senior civil judge, observing the proceedings of District Court and Principal District Court.
2. The learning aspects of the trainees during the visit to Establishments/ Institutions in the District.
3. The learning aspects of the trainees in understanding the importance and relevance of various records and registers maintained by various sections in the Court and making entries in them. Understanding the application of Case Information System.
4. The learning aspects of the trainees in understanding the Office Administration and their involvement.

Note: Wherever necessary, report from the concerned Senior Civil Judge, Chief Judicial Magistrate, District Judge and the Departmental Heads can be obtained for assessment.

TAMIL NADU STATE JUDICIAL ACADEMY

HEADQUARTERS, CHENNAI

Induction Training Programme for the Civil Judges – 2019 Batch

On-the-job Training – Part-II: 13.01.2020 to 14.03.2020

I. TRAINING MODULE

Cycle	Duration	Period	Forenoon Session	Afternoon Session
I	Two weeks	13.01.2020 to 25.01.2020	The trainee judicial officer shall sit with an incumbent District Munsif/Assistant Judge, City Civil Court/Judge, Small Causes Court – possibly, with the judicial officer, who is placed with Full Additional Charge (FAC) of the court where the trainee judicial officer is posted, or as may be identified by TNSJA – at or nearer to the place of posting, and observe court proceedings.	
II	Two weeks	27.01.2020 to 08.02.2020	The trainee judicial officer shall sit with an incumbent District Munsif/Assistant Judge, City Civil Court/Judge, Small Causes Court – possibly, with the judicial officer, who is placed with Full Additional Charge (FAC) of the court where the trainee judicial officer is posted, or as may be identified by TNSJA – at or nearer to the place of posting, and observe court proceedings.	The trainee judicial officers to take charge of their respective post, and sit as a regular judicial officer, and look after the miscellaneous work, as detailed in the Part-II Components of Evaluation, pertaining to the court where he/she is posted.

During Cycles-I and II

- a) The Principal District Judge shall assign records of **five** Original Suits and **three** I.As to the trainee judicial officer and the trainee judicial officer shall write draft judgments/orders and submit the same to the Principal District Judge, and the PDJ shall, in turn, review the performance, including the judgment writing skills, of the trainee judicial officer.
- b) The Principal District Judge shall assign records of **three** Original Suits of more than five-years-old and **two** E.Ps of more than two-years-old and the trainee judicial officers shall analyse each of the cases with particular reference to the reasons for pendency. The trainee judicial officer shall prepare a note for each of the cases based on the analysis and submit the same to the Principal District Judge, and the PDJ shall, in turn, review the performance of the trainee judicial officer.

Cycle	Duration	Period	Forenoon Session	Afternoon Session
III	Two weeks	10.02.2020 to 22.02.2020	The trainee judicial officer shall sit with an incumbent Judicial/Metropolitan Magistrate – possibly, with the judicial officer, who is placed with Full Additional Charge (FAC) of the court where the trainee judicial officer is posted, or as may be identified by TNSJA at or nearer to the place of posting, and observe court proceedings.	
IV	Three weeks	24.02.2020 to 14.03.2020	The trainee judicial officer shall sit with an incumbent Judicial/Metropolitan Magistrate – possibly, with the judicial officer, who is placed with Full Additional Charge (FAC) of the court where the trainee judicial officers is posted, or as may be identified by TNSJA, at or nearer to the place of posting, and observe court proceedings.	The trainee judicial officers to take charge of their respective post, and sit as a regular judicial officer, and look after the miscellaneous work, as detailed in the Part-II Components of Evaluation, pertaining to the court where he/she is posted.
During Cycles–III and IV				
<p>a) The Principal District Judge, in consultation with the Chief Judicial/Metropolitan Magistrate, shall assign the records of five main cases and three miscellaneous petitions to the trainee judicial officer and the trainee judicial officer shall write draft judgments/orders and submit the same to the Principal District Judge, and the PDJ shall, in turn, review the performance, including the judgment-writing skills, of the trainee judicial officer.</p> <p>b) The Principal District Judge shall assign the records of five main cases of more than three-years-old and the trainee judicial officers shall analyse each of the cases with particular reference to the reasons for pendency. The trainee judicial officer shall prepare a note for each of the cases based on the analysis and submit the same to the Principal District Judge, and the PDJ shall, in turn, review the performance of the trainee judicial officer.</p>				
Note: The trainee judicial officers to take charge of their respective post during the cycles II and IV, i.e. 27.01.2020 to 08.02.2020 and 24.02.2020 to 14.03.2020, and sit as a regular judicial officer, and look after the miscellaneous work, as detailed in the Part-II Components of Evaluation, pertaining to the court where he/she is posted.				

II. COMPONENTS OF EVALUATION

COMPONENTS OF EVALUATION	RATING
<ol style="list-style-type: none"> 1. Assessing the power of observation, understanding and learning of the trainees while sitting with Civil judge/Judicial Magistrate. 2. Assessing the performance of the trainees while they hold independent sitting like, <ol style="list-style-type: none"> a) Disposal of Bail Applications, Miscellaneous Applications and Interlocutory Applications b) Recording of Dying Declaration, 164 Cr.P.C statements of witnesses and Accused c) Conduct of Identification Parade d) Preparation of Draft Judgments/Orders in five original suits and three IAs e) Analysis of the reasons for pendency of three original suits of more than five year old and two execution petitions of more than two year old f) Preparation of Draft Judgments/Orders in five main criminal cases and three miscellaneous petitions g) Analysis of the reasons for pendency of five main criminal cases of more than three year old <p>Note: Wherever necessary, report from the concerned Civil judge/Judicial Magistrate can be obtained for assessment.</p>	<p>A-Good B-Satisfactory C-Average D-Below Average</p>

III. FACTORS TO BE CONSIDERED FOR EVALUATION

On the basis of the report submitted by the trainees, the Principal District Judge has to assess the performance of the trainees on,

1. Power of observation, understanding and learning of the trainees while sitting with Civil Judge/Judicial Magistrate.
2. Understanding of the Court Procedure, Court and Case Management.
3. The performance of the trainees while they hold independent sitting on,

a. Disposal of Bail applications and Interlocutory applications:

- (i) Whether the case of the parties has been succinctly narrated?
- (ii) Whether the order considered the points raised by both the sides?
- (iii) Whether the order is a speaking order and covered the points raised by both the sides?
- (iv) Whether the order confirms to the factual and legal position?

b. Recording of dying declarations, S.164 Cr.P.C. statement of witnesses and accused:

- (i) Whether the procedural formalities have been scrupulously followed before, during and after recording the dying declaration and S.164 Cr.P.C statement of witnesses and accused?
- (ii) Refer the guidelines given in Guidance to Magistrate issued by High Court of Madras and in the case of Murugasamy Vs. State, reported in 2017 (5) CTC 561: 2017 (2) LW (Cri.) 345: 2017 (4) MLJ (Cri) 129 for guidance.

c. Conduct of Identification Parade:

- (i) Whether the procedural formalities have been scrupulously followed before, during and after conducting the identification parade?
- (ii) Refer the guidelines given in Guidance to Magistrate issued by High Court of Madras and in the case of Murugasamy Vs. State, reported in 2017 (5) CTC 561: 2017 (2) LW (Cri.) 345: 2017 (4) MLJ (Cri) 129 for guidance.

d. Preparation of Draft Judgments/Orders in five original suits and three IAs:

- (i) Whether the case of the parties has been succinctly narrated?
- (ii) Whether the Judgments/orders considered the issues/points raised by both the sides?
- (iii) Whether the order is a speaking order and covered the issues/points raised by both the sides?
- (iv) Whether the order confirms to the factual and legal position?

Note: Refer the parameters given in Annual Confidential Report for guidance in assessing the Judgments/Orders.

e. Analysis of the reasons for pendency of three original suits of more than five year old and two execution petitions of more than two year old

- (i) Whether the trainee is able to understand the step by step procedure, from the date of filing till the disposal of the case?
- (ii) Whether the trainee is able to identify the reasons for the pendency?
- (iii) Whether the trainee has given any solutions for avoiding the delay?

f. Preparation of Draft Judgments/Orders in five main criminal cases and three miscellaneous petitions

- (i) Whether the case of the parties has been succinctly narrated?
- (ii) Whether the order considered the points raised by both the sides?
- (iii) Whether the order is a speaking order and covered the points raised by both the sides?
- (iv) Whether the order confirms to the factual and legal position?

Note: Refer the parameters given in Annual Confidential Report as guidance for assessing the Judgments/Orders.

g. Analysis of the reasons for pendency of five main criminal cases of more than three year old

- (i) Whether the trainee is able to understand the step by step procedure, from the date of filing till the disposal of the case?
- (ii) Whether the trainee is able to identify the reasons for the pendency?
- (iii) Whether the trainee has given any solutions for avoiding the delay?

Note: Wherever necessary, report from the concerned Civil Judge/Judicial Magistrate can be obtained for assessment.

TAMIL NADU STATE JUDICIAL ACADEMY

HEADQUARTERS, CHENNAI

Induction Training Programme for the Civil Judges – 2019 Batch

On-the-job Training – Part-III: 16.03.2020 to 06.06.2020

I. TRAINING MODULE

- i) The trainee judicial officer shall sit independently as a regular judicial officer in the court, where he/she is posted, and look after the regular work.
- ii) A group of trainee judicial officers will be attached to a mentor, who will be a senior judicial officer in the cadre of Senior Civil Judge or District Judge, as will be identified and appointed by TNSJA, in due course, and whenever required, the mentor will provide guidance to the trainee judicial officers in their day-to-day judicial and administrative work.
- iii) The mentor shall give a performance review report, separately, for each of the mentee-trainee judicial officer, to the Director, TNSJA.

II. COMPONENTS OF EVALUATION

COMPONENTS OF EVALUATION	RATING
Assessing the performance of the trainees while they hold independent sitting as a regular judicial officer like, <ol style="list-style-type: none">1. Case Management2. Court Management3. Framing of Issues/Charges4. Disposal of main cases, Bail Applications, Miscellaneous Applications and Interlocutory Applications5. Recording of Dying Declaration, 164 Cr.P.C statements of witnesses and Accused6. Conduct of Identification Parade	A-Good B-Satisfactory C-Average D-Below Average

III. FACTORS TO BE CONSIDERED FOR EVALUATION

On the basis of the report submitted by the trainees, the Principal District Judge has to assess the performance of the trainees on the,

1. Case Management:

- (i) It has to be ascertained as to whether the trainee has followed the time frame given in C.P.C in the matter of ordering service of summons, filing written statement, recording of evidence, hearing argument and pronouncing Judgment in civil cases.
- (ii) It has to be ascertained as to whether the trainee has followed time frame in the matter of service of summons, charge framing, recording of evidence, hearing argument and pronouncing Judgment in Criminal cases.

2. Court Management:

- (i) It has to be ascertained as to whether the trainee has posted desired number of cases, in various stages, to keep him engaged from 10.30 a.m to 5.30 p.m.
- (ii) It has to be ascertained as to whether the trainee has made appropriate work allocation to staff members depending on their position, qualification and experience.
- (iii) It has to be ascertained as to whether the trainee has taken steps to provide comfortable working environment with basic and adequate infrastructural facilities to meet the requirements of staffs, advocates, litigant public and other stakeholders.
- (iv) It has to be ascertained as to whether the trainee has maintained a cordial working relationship with Staffs, Police, Government Officials, General Public and other stakeholders.

3. Framing of issues:

The issues should be framed on the basis of material proposition of fact and law affirmed by one party and denied by the other.

4. Framing of charges:

The charges should be framed in accordance with the provisions of Sections 211 to 224 Cr.P.C.

- (i) Whether the issues are framed on the basis of material proposition of fact and law affirmed by one party and denied by the other.
- (ii) Whether the charges are framed in accordance with the provisions of Sections 211 to 224 Cr.P.C.

5. Disposal of Main Cases, Bail applications, Miscellaneous Applications and Interlocutory applications:

- (i) Whether the case of the parties has been succinctly narrated?
- (ii) Whether the Judgments/orders considered the issues/points raised by both the sides?
- (iii) Whether the order is a speaking order and covered the issues/points raised by both the sides?
- (iv) Whether the order confirms to the factual and legal position?

Note: Refer the parameters given in Annual Confidential Report for guidance in assessing the Judgments/Orders.

6. Recording of dying declaration, 164 Cr.P.C statements of witnesses and accused:

- (i) Whether the procedural formalities have been scrupulously followed before, during and after recording the dying declaration and S.164 Cr.P.C statement of witnesses and accused?
- (ii) Refer the guidelines given in the case of Murugasamy Vs. State, reported in 2017 (5) CTC 561: 2017 (2) LW (CrI.) 345: 2017 (4) MLJ (CrI) 129 for guidance.

Conduct of Identification Parade:

- (i) Whether the procedural formalities have been scrupulously followed before, during and after conducting the identification parade?
- (ii) Refer the guidelines given in the case of Murugasamy Vs. State, reported in 2017 (5) CTC 561: 2017 (2) LW (CrI.) 345: 2017 (4) MLJ (CrI) 129 for guidance.

TAMIL NADU STATE JUDICIAL ACADEMY

HEADQUARTERS, CHENNAI

Induction Training Programme for the Civil Judges – 2019 Batch

TRAINING SCHEDULE – GROUP-WISE – IN THE ORDER OF PROGRAMME MODULE

GROUP – I				
Prog. Code	OT-I	OT-II	OT-III	RT
Place of Training	District HQ	Place of Posting	Place of Posting	TNSJA HQ
Duration	9 weeks	9 weeks	12 weeks	2 weeks
Period	11.11.2019 to 11.01.2020	13.01.2020 to 14.03.2020	16.03.2020 to 06.06.2020	08.06.2020 to 19.06.2020

GROUP – II				
Prog. Code	OT-I	OT-II	OT-III	RT
Place of Training	District HQ	Place of Posting	Place of Posting	TNSJA HQ
Duration	9 Weeks	9 weeks	12 weeks	2 Weeks
Period	11.11.2019 to 11.01.2020	13.01.2020 to 14.03.2020	16.03.2020 to 06.06.2020	08.06.2020 to 19.06.2020

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