



ROC.No. 27445(A)/2018/ESTT.I/MB

OFFICIAL MEMORANDUM

Sub:- Establishment – Madurai Bench of the Madras High Court, Madurai – Training Programme for Staff Members in the category of Assistant Section Officer and Assistant (Batch-II) – Scheduled to be held on 23.02.2019 (Saturday) - Orders Issued.

Ref:- Letter from the Director, Tamil Nadu State Judicial Academy, Chennai, in ROC.No.2201/2018/JA-Trg, dated: 12.07.2018.

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The Tamil Nadu State Judicial Academy, Chennai, has scheduled a Refresher Training Programme at the Principal Seat and the Madurai Bench of Madras High Court, for the Year 2018-19, to be held on 23.02.2019 (Saturday), from 09.30 a.m. to 5.30 p.m. at the Meeting Hall (Second Floor), Madurai Bench of the Madras High Court, Madurai, for the Staff Members in the cadre of Assistant Section Officer and Assistant (Batch-II).

The staff members mentioned in Annexure, are directed to attend the aforesaid Training Programme on 23.02.2019 at 09.30 A.M., without fail. They are further informed that, Lunch, Tea and snacks will be provided to them at the venue of the training programme.

MADURAI BENCH OF MADRAS  
HIGH COURT, MADURAI.  
DATED: 15.02.2019

Sd/- G.ILANGO VAN  
ADDITIONAL REGISTRAR GENERAL (I/c)

/TRUE COPY/FORWARDED/BY ORDER/

*J. Prem Kumar*  
SUB ASSISTANT REGISTRAR (AD.-II)

*MSK*

To  
The individuals.

**AGENDA**  
**RESOURCE PERSONS**  
**TRAINING PROGRAMME FOR THE STAFF MEMBERS OF MADURAI BENCH OF**  
**MADRAS HIGH COURT IN THE CADRE OF ASSISTANT SECTION OFFICER/**  
**ASSISTANT (BATCH - II)**  
**TIMING 10.00 A.M. TO 5.30 P.M., ON 23.02.2019 (Saturday)**

|                     |                                                                               |
|---------------------|-------------------------------------------------------------------------------|
| <b>INAUGURATION</b> | <b>Thiru. G.Ilangovan, B.Sc.,M.L.,<br/>Additional Registrar General (i/c)</b> |
|---------------------|-------------------------------------------------------------------------------|

| SESSION                               | SUBJECT                                                     | FACULTY<br>Tvl.                                                                                   | TIMING                         |
|---------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------|
| 1                                     | Case Flow System<br>&<br>Court Information System           | K.Sundaresan<br>Sub Assistant Registrar<br>(CS.III)<br>and<br>M.Mohammed Ismail<br>System Analyst | 10.00 A.M.<br>to<br>11.00 A.M. |
|                                       | Judicial Department<br>(Posting & Notice)                   |                                                                                                   |                                |
| 2                                     | Administrative Side                                         | A.Lakshmana Perumal<br>CO/SO/AE                                                                   | 11.00 A.M.<br>to<br>11.45 A.M. |
| TEA BREAK (11.45.A.M. to 12.00 Noon)  |                                                             |                                                                                                   |                                |
| 3                                     | C.O. Department<br>and<br>Current Section                   | S.Ravikannaa<br>CO/SO/AE                                                                          | 12.00 Noon<br>to<br>12.45 P.M. |
| 4                                     | Criminal Section                                            | S.Ganesan<br>CO/SO/AE<br>and<br>R.Arun Raja<br>A.S.O.                                             | 12.45 P.M.<br>to<br>01.30 P.M. |
| LUNCH BREAK (1.30 P.M. to 02.00 P.M.) |                                                             |                                                                                                   |                                |
| 5                                     | Filing of Cases in A.E. Section<br>and<br>Writ A.E. Section | P.Veerachinnammal<br>CO/SO/AE                                                                     | 02.00 P.M.<br>to<br>03.00 P.M. |
| 6                                     | Stress Management<br>&<br>Techniques                        | Dr. S.Aasha,<br>Psychological Counsellor &<br>Therapist                                           | 03.00 P.M.<br>to<br>04.00 P.M. |
| TEA BREAK (04.00 P.M. to 04.15 P.M.)  |                                                             |                                                                                                   |                                |
| 6a                                    | How to relieve Stress by Using<br>Techniques                | Dr. S.Aasha,<br>Psychological Counsellor &<br>Therapist                                           | 04.15 P.M.<br>to<br>05.30 P.M. |

**ANNEXURE**

**TRAINING PROGRAMME FOR THE STAFF MEMBERS OF MADURAI BENCH OF  
MADRAS HIGH COURT IN THE CADRE OF A.S.O./ASSISTANT (Batch-II) on 23.02.2019**

| Sl. No.                          | Name<br>Tvl.     | Section                    | Signature |
|----------------------------------|------------------|----------------------------|-----------|
| <b>ASSISTANT SECTION OFFICER</b> |                  |                            |           |
| 1.                               | N.Srinivasan     | A.D.Despatch               |           |
| 2.                               | G.Balamurugan    | Accounts Section           |           |
| 3.                               | M.M.ChitraDevi   | B Section                  |           |
| 4.                               | G.Geetha Rani    | B-5 Section                |           |
| 5.                               | S.Prema          | B-5 Section                |           |
| 6.                               | A.Vennila        | Bills Section              |           |
| 7.                               | R.Saravanan      | Bills Section              |           |
| 8.                               | S.Gurunathan     | Bills Section              |           |
| 9.                               | M.Vedha Nayaki   | C Section                  |           |
| 10.                              | M.Raja Rajeswari | C Section                  |           |
| 11.                              | T.Prema          | C Section                  |           |
| 12.                              | P.Iyyapparaj     | Computer Maintenance Wing  |           |
| 13.                              | P.Sudalaimuthu   | Contempt Section           |           |
| 14.                              | S.Ajitha Lydia   | Copyist Department         |           |
| 15.                              | K.Kamala         | Court Officers' Department |           |
| 16.                              | S.Balu           | Court Officers' Department |           |
| 17.                              | I.Maria Selvi    | Criminal Section           |           |
| 18.                              | V.Saviya         | Criminal Section           |           |
| 19.                              | S.Vasuki         | Criminal Section           |           |
| 20.                              | S.Shanmugamani   | Criminal Section           |           |
| 21.                              | S.Rajeswari      | Criminal Section           |           |
| 22.                              | C.Kavitha        | Criminal Section           |           |
| 23.                              | A.Murugan        | Criminal Section           |           |
| 24.                              | R.Arun Raja      | Criminal Section           |           |
| 25.                              | S.Karpagam       | Current Section            |           |
| 26.                              | M.Selvi-II       | Current Section            |           |
| 27.                              | M.Saradha        | Current Section            |           |

| Sl. No. | Name<br>Tvl.            | Section                           |
|---------|-------------------------|-----------------------------------|
| 28.     | B.Palanivel             | Current Section                   |
| 29.     | B.Manikandan            | Current Section                   |
| 30.     | B.Kumaresan             | Current Section                   |
| 31.     | D.Durga Devi            | Current Section                   |
| 32.     | M.Theivarayan @ Murugan | Current Section                   |
| 33.     | P.Meenakshi             | Current Section                   |
| 34.     | P.Udhayakumari          | Current Section                   |
| 35.     | R.Narayanasamy          | Digitization                      |
| 36.     | B.Maragatham            | Digitization Section              |
| 37.     | A.Arivalakan            | English Records Section           |
| 38.     | S.Sathyalakshmi         | Entry Pass Counter                |
| 39.     | A.Alagappan             | Establishment Section             |
| 40.     | V.Anitta                | Establishment Section             |
| 41.     | C.Saradha               | Information Centre                |
| 42.     | M.Ramanujam             | Internal Audit Wing               |
| 43.     | B.Umachitra             | Judicial Notice                   |
| 44.     | T.Sugirtha              | Judicial Notice                   |
| 45.     | S.Subbiah-III           | Judicial Notice                   |
| 46.     | S.Baskaran              | Judicial Notice/Lok Adalat        |
| 47.     | J.Muniasamy Kamalahasan | Judicial Posting                  |
| 48.     | G.Murugavel             | Judicial Posting                  |
| 49.     | R.Raja I                | Judicial Posting                  |
| 50.     | K.Rajeswari             | Judicial Posting                  |
| 51.     | S.Sahir Batcha          | Judicial Posting                  |
| 52.     | V.G.Vazhaiyanandam      | Judicial Posting                  |
| 53.     | S.Muthumeenakshi        | Main A.E. Section                 |
| 54.     | M.S.Ramalakshmi         | Main A.E. Section                 |
| 55.     | A.Moovendran            | Mediation and Conciliation Centre |
| 56.     | U.Vetriselvi            | P.A. Section                      |

| Sl. No. | Name<br>Tvl.        | Section                                                  | Signature |
|---------|---------------------|----------------------------------------------------------|-----------|
| 57.     | S.Umapriya          | R.T.I Act Section/Legal Cell & G Section                 |           |
| 58.     | S.Elang Karthik     | R.T.I Act Section/Legal Cell & G Section                 |           |
| 59.     | M.Rajaram           | Stationery Section                                       |           |
| 60.     | T.Deivalakshmi      | Translation & Printing Section/<br>Supreme Court Section |           |
| 61.     | M.Meena             | Translation & Printing Section/<br>Supreme Court Section |           |
| 62.     | M.Kalyani           | Vernacular Records Section                               |           |
| 63.     | P.Jansi Rani        | Vernacular Records Section                               |           |
| 64.     | P.Shanmugharaj      | Vernacular Records Section                               |           |
| 65.     | S.Selvamuthukumaran | Vigilance Chamber                                        |           |
| 66.     | G.Hema              | Writ A.E. Section                                        |           |
| 67.     | R.Sangileeswari     | Writ A.E. Section                                        |           |
| 68.     | N.Achuthan          | Writ A.E. Section                                        |           |
| 69.     | D.Ragupathy         | Writ Section & Writ Grouping                             |           |
| 70.     | S.Loganathan        | Writ Section & Writ Grouping                             |           |
| 71.     | C.Siva Kumar        | Writ Section & Writ Grouping                             |           |
| 72.     | M.Kubendran         | Writ Section & Writ Grouping                             |           |
| 73.     | K.Subbulakshmi      | Writ Section & Writ Grouping                             |           |
| 74.     | A.Ravikumar         | Writ Section & Writ Grouping                             |           |
| 75.     | R.Maheswari-I       | Writ A.E.Section                                         |           |

ANNEXURETRAINING PROGRAMME FOR THE STAFF MEMBERS OF MADURAI BENCH OF  
MADRAS HIGH COURT IN THE CADRE OF A.S.O./ASSISTANT (Batch-II) on 23.02.2019

| Sl. No.          | Name<br>Tvl.        | Section                 | Signature |
|------------------|---------------------|-------------------------|-----------|
| <b>ASSISTANT</b> |                     |                         |           |
| 1.               | M.Iyyammal          | B-5 Section             |           |
| 2.               | R.Guruvu            | Cause List Section      |           |
| 3.               | A.Jothi             | Criminal Section        |           |
| 4.               | R.Sitharthi         | Criminal Section        |           |
| 5.               | I.Kalirajan         | Criminal Section        |           |
| 6.               | B.Dhanasekar        | Criminal Section        |           |
| 7.               | A.M.Kaja Mohideen   | Current Section         |           |
| 8.               | V.Ramanathan        | Current Section         |           |
| 9.               | S.Kasinathan        | Current Section         |           |
| 10.              | S.Kumaravel         | Current Section         |           |
| 11.              | S.Karthikeyan-I     | Digitization Section    |           |
| 12.              | R.Mahendran         | Digitization Section    |           |
| 13.              | J.Jeyakanthan       | English Records Section |           |
| 14.              | E.Mariappan         | Entry Pass Counter      |           |
| 15.              | A.Mariselvam        | F Section               |           |
| 16.              | A.Mareeswaran       | Judicial Posting        |           |
| 17.              | G.Devarajan         | Library                 |           |
| 18.              | P.Sikkandar Badusha | Overseer Section        |           |
| 19.              | K.Mohan Gandhi      | Overseer Section        |           |
| 20.              | K.Rajkumar          | Overseer Section        |           |
| 21.              | B.Kannan            | Overseer Section        |           |

| Sl. No. | Name<br>Tvl.         | Section                      | Signature |
|---------|----------------------|------------------------------|-----------|
| 22.     | R.Venkateswaran      | Overseer Section             |           |
| 23.     | B.Haridoss           | Overseer Section             |           |
| 24.     | S.Muthukumar-II      | Overseer Section             |           |
| 25.     | M.P.Arthanareeswaran | Writ Section & Writ Grouping |           |
| 26.     | R.Vijayakumar-II     | Writ Section & Writ Grouping |           |