



**OFFICIAL MEMORANDUM**

**Sub:** Courts and Judges – Tamil Nadu State Judicial Academy (TNSJA) - Webinar Sessions-XIII and XIV for District Judges - scheduled to be held on 08.08.2020 and 09.08.2020 between 10.00 a.m. and 01.00 p.m. on both days – Instructions to be issued to the District Judges – Requested by the Director, Tamil Nadu State Judicial Academy, Chennai - Considered – Instructions issued.

**Ref:** Letter in R.O.C.No.260/2020/JA, dated 31.07.2020 of the Director, Tamil Nadu State Judicial Academy, Chennai.

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The Director, Tamil Nadu State Judicial Academy, Chennai, in the letter under reference cited above, has stated that the Hon'ble Governing Body of TNSJA has directed to organise the training programmes through video-conference/online and other modes of telecommunication network as per the TNSJA Academic Calendar 2020-2021 from June 2020 till the Government lifts its ban in organising training in the training centres and the training programme may be converted as webinar sessions on the related topics as per the Academic Calendar 2020-21 and to the convenience of TNSJA/Resource Persons.

He has further stated that a Webinar Sessions-XIII and XIV for District Judges, are scheduled to be held on 08.08.2020 and 09.08.2020 between 10.00 a.m. and 01.00 p.m. on both days, through Cisco Webex application. He has requested the High Court to instruct the District Judges to attend the Webinar Sessions-XIII and XIV for District Judges on 08.08.2020 and 09.08.2020 between 10.00 a.m. and 01.00 p.m., on both days, through Cisco Webex application.

As ordered, the following **District Judges** are required to attend the Webinar Sessions-XIII and XIV for District Judges which are scheduled to be held on 08.08.2020 and 09.08.2020 between 10.00 A.M. and 01.00 P.M., (on both days)through Cisco Webex application.

***Thiru / Tmt. / Selvi***

1. S. KUMARAGURU, Principal District Judge, Salem
2. R. SAKTHIVEL, Principal District Judge, Coimbatore

**Thiru / Tmt. / Selvi.**

3. A. KANTHAKUMAR, Principal District Judge, Dharmapuri
4. S. SUBADEVI, Principal District Judge, Perambalur
5. P. DHANABAL, Chief Judge, Pondicherry
6. M.D. SUMATHI, Principal District Judge, Ariyalur
7. P. MURUGAN-I, Administrator General and Official Trustee of Tamil Nadu, Chennai
8. K.H. ELAVAZHAGAN, Principal District Judge, Villupuram
9. A. NAZEEMA BANU, Principal District Judge, Madurai
10. A.K.A. RAHMAAN, Chairman, Permanent Lok Adalat, Nagapattinam
11. B. SARODJINY DEVY, Chief Judge, Court of Small Causes, Chennai
12. R. SELVAKUMAR-I, Principal Judge, City Civil Court, Chennai
13. A.A. NAKKIRAN, Presiding Officer, Industrial Tribunal, Chennai
14. V. SIVAGNANAM, Principal District Judge, Thanjavur
15. G. ILANGOVAN, Sessions Judge, Mahalir Neethimandram, Madurai
16. S. SATHIKUMAR, Special Judge, Special Court under TNPID Act, Chennai
17. K. MURALI SHANKAR, Principal District Judge, Tiruchirappalli
18. R.N. MANJULA, Sessions Judge, Special Court for exclusive trial of cases under POC SO act, Chennai
19. A. KAYALVIZHI, Additional District Judge (Fast Track Court), Kancheepuram
20. A. NAZIR AHAMED, Principal District Judge, Tirunelveli
21. N. UMA MAHESWARI, Chairmen, Permanent Lok Adalat, Karur
22. M. GUNASEKARAN, I Additional District Judge, Coimbatore
23. Dr. A.D. MARIA CLETE, Presiding Officer, Principal Labour Court, Coimbatore
24. A. MUTHUSARATHA, Principal District Judge, Srivilliputhur
25. G. MAHIZHENTHI, Chairmen, Permanent Lok Adalat, Ramanathapuram
26. P. VADAMALAI, District Judge cum Chief Judicial Magistrate, Uthagamandalam
27. P. GEETHANJALI, Presiding Officer, Labour Court, Kumbakonam
28. R. KALAIMATHI, Principal District Judge, Krishnagiri
29. K. GOVINDARAJAN THILAKAVADI, Principal District Judge, Cuddalore
30. N. VASANTHALEELA, Principal District Judge, Chengalpattu
31. S. ALLI, Principal District Judge, Tiruppur
32. J. SELVANADHAN, Principal District Judge, Tiruvallur
33. C. THIRUMAGAL, Principal District Judge, Tiruvannamalai
34. S. SELVA SUNDARI, Principal District Judge, Vellore
35. R. SHANMUGA SUNDARAM, Principal District Judge, Ramanathapuram
36. D. LINGESHWARAN, VIII Additional Judge (CBI cases), City Civil Court, Chennai
37. N. LOGESWARAN, Principal District Judge, Thoothukudi
38. M.K. JAMUNA, Principal District Judge, Dindigul
39. M. CHRISTOPHER, District Judge, Karur
40. B. KARTHIKEYAN, Principal District Judge, Sivagangai
41. G. VIJAYA, Principal District Judge, Theni
42. S. KARTHIKEYAN, District Judge, Karaikal
43. S. ARULMURUGAN, Principal District Judge, Nagercoil
44. M. SHANTHI, District Judge, Tiruvarur
45. J.A. KOKILA, Principal District Judge, Pudukkottai
46. DEEPTHI ARIVUNITHI, Principal District Judge, Erode

**Thiru / Tmt. / Selvi.**

47. P. MATHUSUTHANAN, Judge, II Additional Special Court for Exclusive Trial of Cases under N.D.P.S.Act, Madurai
48. B. MURUGESAN, Principal Judge, Family Court, Coimbatore
49. K. DHANASEKARAN, Sessions Judge, Special Court for trial of cases registered under SC/ST(POA) Act, Namakkal
50. A. ABDUL KADHAR, Additional District Judge(Fast Track Court), Theni
51. C. SANJAI BABA, III Additional District Judge, Coimbatore
52. N. GUNASEKARAN, II Additional District Judge, Tiruchirappalli
53. M.N. SENTHIL KUMAR, I Additional Judge (TADA), City Civil Court, Chennai
54. M. SUMATHI SAI PRIYA, Sessions Judge, Special Court for trial of cases registered under SC/ST (POA) Act, Srivilliputhur
55. S. SAMEENA, II Additional Judge, City Civil Court, Chennai
56. N. VENKATAVARADAN, Presiding Officer, I Additional Labour Court, Chennai
57. S. BHUVANESWARI, III Additional Judge, City Civil Court, Chennai
58. M. RAVINDRAN, Judge, Family Court, Thanjavur
59. T. CHANDRASEKARAN, Presiding Officer, Labour Court, Madurai
60. BIRUNDHA KESAVACHARY, Judge, Family Court, Karur
61. S. SRINIVASAN, II Additional District Judge, Ranipet
62. C.P.M. CHANDRA, Sessions Judge, Magalir Neethi Mandram (Fast Track Mahila Court), Thanjavur
63. S. MAHALAKSHMI-I, Judge, Family Court, Cuddalore
64. M. VETRICHELVI, I Additional District Judge, Vellore
65. G. VIJAYALAKSHMI, Chairman, Permanent Lok Adalat, Chennai
66. J. MAVIS DEEPIKA SUNDARAVADHANA, Judge, Family Court, Tiruvallur
67. V. THILAHAM, Additional District Judge, Periyakulam
68. D. KINGSLY CHRISTOPHER, III Additional Principal Judge, Family Court, Chennai
69. M. MEERA SUMATHI, Special Judge, Special Court under TNPID Act Cases, Madurai
70. S. SUMATHI, Judge, Family Court, Madurai
71. JACINTHA MARTIN, Presiding Officer, II Additional Labour Court, Chennai
72. P. BALASUBRAMANIAM, Judge, Family Court, Namakkal
73. V.R. LATHA, Judge, Family Court, Vellore
74. J. FLORA, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Madurai
75. R. GURUMURTHY, Additional District Judge and Presiding Officer, Special Court under E.O Act, Pudukkottai
76. J. SRIDEVI, VI Additional Principal Judge, Family Court, Chennai
77. S.D. PARIMALA, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Srivilliputhur
78. G. NARAYANAN, Presiding Officer, III Additional Labour Court, Chennai
79. A. MANIMOZHI, Presiding Officer, Additional Labour Court, Coimbatore
80. M. SELVAM, Sessions Judge, Special Court for exclusive trail of cases under POCSO Act, Vellore
81. S. SASIKALA, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Karur
82. S. JAWAHAR, XI Additional Judge(CBI Cases relating to Banks and Financial institutions), City Civil Court, Chennai

**Thiru / Tmt. / Selvi.**

83. A. BALKIS, Chairman, Tamil Nadu Waqf Tribunal, Chennai
84. K. SEETHARAMAN, Special District Judge, Special District Court to deal with MCOP Cases, Dharmapuri
85. N. MURALIDHARAN, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Uthagamandalam
86. K. SINGARAJ, Judge, Family Court, Dindigul
87. Y. GLADSTONE BLESSED TAGORE, Presiding Officer, Labour Court, Tiruchirappalli
88. V.V. THANİYARASSU, Sessions Judge, Special Court for trial of cases registered under SC/ST (POA) Act, Ramanathapuram
89. K. ARIVOLI, Chairman, Permanent Lok Adalat, Krishnagiri
90. S. SIVAKADATCHAM, Judge, Family Court, Karaikal
91. N. VIJAYAKANTH, IV Additional District Judge, Tirunelveli
92. A. MOHAMED JIYAPUTHEEN, Chairmen, Permanent Lok Adalat, Theni
93. P. BENJAMIN JOSEPH, Additional District Judge(Fast Track Courts), Kumbakonam
94. G. KALAVATHI, Judge, Family Court, Krishnagiri
95. A. PARAMARAJ, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Dharmapuri
96. B. RAJAVEL, Judge, Family Court, Tiruchirappalli
97. K. BABU, Sessions Judge, Sessions Court for trial of cases relating to Communal Clashes, Madurai
98. K. JEYAKUMAR, Additional District Judge, Ariyalur
99. C. KUMARSARAVANAN, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Thoothukudi
- 100.A. SUBRAMANIAN, Judge, Family Court, Theni
101. IRUSAN POONGUZHALI, Additional District Judge, Tiruvannamalai
102. PA.U. CHEMMAL, Chairman, Permanent Lok Adalat, Cuddalore
103. R. BHARANIDHARAN, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Tiruvallur
104. K. POORANAJEYA ANAND, IV Additional District Judge, Coimbatore
105. G. KARUNANITHI, Chairman, Permanent Lok Adalat, Perambalur
106. R. VIJAYAKUMARI, Additional District Judge, Krishnagiri
107. G. SUBATHIRA DEVI, Judge, Family Court, Villupuram
108. P. SELVA MUTHU KUMARI, Judge, Family Court, Dharmapuri
109. R. SRIDHARAN, Chairmen, Permanent Lok Adalat, Srivilliputhur
110. S. RAVI, V Additional Principal Judge, Family Court, Chennai
111. J. SHANTHI, I Additional Principal Judge, Family Court, Chennai
112. D.V. AANAND, VI Additional Judge, City Civil Court, Chennai
113. SHANTI CHEZHIAN, Additional District Judge (Fast Track Court), Palani
114. P. ELANGO, III Additional District Judge, Salem
115. J.P. JAYNTHI, Judge, Family Court, Tiruppur
116. K. KARUNANITHI-I, Chairman, Permanent Lok Adalat, Sivagangai
117. S. EZHIL, Session Judge, Special Court for Exclusive trial of Cases registered under SC/ST(P0A) ACT, Villupuram
118. S. MALARMATHY, Additional Chief Metropolitan Magistrate (E.O.-II), Egmore, Chennai.



**Thiru / Tmt. / Selvi.**

119. Dr.K. RAMANATHAN, Additional District Judge, Chengalpattu
120. S. PURUSHOTHAMAN, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Dindigul
121. A. SHANTHI, Additional District Judge and Presiding Officer, Principal Special Court Under E.0 Act., Chennai
122. T. INDRANI, Ill Additional District Judge, Tirupathur
123. P. KARUNANIDHI, Ill Additional District Judge, Dharapuram
124. P. SARAVANAN, Additional District Judge, Dindigul
125. P. CHENTHOORPANDI, Sessions Judge, Sessions Court for Exclusive trial of Bomb Blast cases, Chennai
126. N. ARUNACHALAM, Chairman, Permanent Lok Adalat, Vellore
127. M. ANBUSELVI, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Krishnagiri
128. J. CHANDRAN, District and Sessions Judge-II, Kancheepuram
129. M. JEEVANANDAM, Additional District Judge, Dharmapuri
130. P. VELMURUGAN, Sessions Judge, Special Court for exclusive trial of Cases under POCSO Act, Chengalpattu
131. M. ELAVARASAN, Ill Additional District Judge, Virudhachalam
132. S. MURUGANANTHAM, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Salem
133. T.V. ANILKUMAR, VII Additional Judge, City Civil Court, Chennai
134. M. SUBA ANBUMANI, II Additional District Judge, Pondicherry
135. V. THENMOZHE, Judge, I Additional Special Court for Exclusive Trial of Cases under N.D.P.S.Act, Chennai
136. Dr.R. SATHYA, Sessions Judge, Mahila Court, Pudukkottai
137. K. GEETHA RANI, Judge, Family Court, Chengalpattu
138. V. PADMANABHAN, Additional District Judge and Presiding Officer, Principal Special Court under E.0 Act, Madurai
139. T. MALARVALANTINA, Additional District Judge and Presiding Officer, Special Court Under EC Act, Coimbatore
140. R. VASANTHI, XIV Additional Judge (CBI cases), City Civil Court, Chennai
141. A.S. RAVI, Special Judge, Special Court under TIVID Act, Coimbatore
142. S. HERMIES, Additional Chief Metropolitan Magistrate (E.0.-I), Egmore
143. K.S. JAYAMANGALAM, Ill Additional District Judge, Kallakurichi
144. S. TASNEEM, XVII Additional Judge, City Civil Court, Chennai
145. G. SANTHI, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Villupuram
146. A. SARAVANAKUMAR, XVI Additional Judge, City Civil Court, Chennai
147. T.H. MOHAMMED FAROOQ, V Additional District Judge, Coimbatore
148. R. SATHIA THARA, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Ariyalur
149. S. NAGARAJAN, Il Additional District Judge (CBI cases), Coimbatore
150. M. ILANGOVAN, Sessions Judge, Special Court for trial of cases registered under SC/ST(P0A) Act, Dindigul
151. S. JEGANATHAN, Ill Additional District Judge, Gobichettipalayam
152. L.S. SATHIYAMURTHY, XIII Additional Judge (CBI cases), City Civil Court, Chennai

**Thiru / Tmt. / Selvi.**

153. J. RADHIKA, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Coimbatore
154. M. SIVAPRAKASAM, II Additional District Judge(CBI cases), Madurai
155. P. PARTHASARATHY, Special District Judge, Special District Court to deal with MCOP Cases, Erode
156. A. MURALEETHARAN, Presiding Officer, Principal Labour Court, Vellore
157. K. SUDHA, II Additional District Judge, Erode
158. R.K.P. TAMILARASI, Judge, Family Court, Sivagangai
159. K. BALASUBRAMANIAN, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Vellore
160. T.V. MANI, Special District Judge, Special District Court to Deal with MCOP cases, Krishnagiri
161. K. KARUNANITHI-II, Chairman, Permanent Lok Adalat, Tiruchirappalli
162. T. BAGAVATHIAMMAL, Judge, Family Court, Ramanathapuram
163. V. PANDIARAJ, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Thoothukudi
164. S. MALARVIZHI, Sessions Judge, Special Court for trial of cases under SC/ST (PoA), Perambalur
165. M. RAJENDRAN, II Additional District Judge, Salem
166. N. MANIVANNAN, Presiding Officer, Additional Labour Court, Vellore
167. S. MURUGESAN, Presiding Officer, Labour Court, Tirunelveli
168. P. SIVAGNANAM, Judge, Family Court, Thoothukudi
169. T. SAMPATHKUMAR, VI Additional District Judge, Madurai
170. N. KRISHNASAMY, IX Additional Judge (CBI cases), City Civil Court, Chennai
171. N. NAGALAKSHMI, IV Additional District Judge, Madurai
172. B. MOHAN, Additional District Judge, Namakkal
173. R. SHANKAR, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Tiruvannamalai
174. K. RAVI, Sessions Judge, Special Court No.I for trial of criminal cases related to elected members of Parliament and members of Legislative Assembly of Tamil Nadu, Chennai
175. R. GOVINDARAJAN, Special District Judge, Special District Court to Deal with MCOP Cases, Madurai
176. S. SASHIREKHA, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Namakkal
177. A. SUBATHRA, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Ramanathapuram
178. S. MALARMANNAN, Additional District Judge (Fast Track Court), Paramakudi
179. P. SURESHKUMAR, XV Additional Judge, City Civil Court, Chennai
180. G. BHUVANESWARI, Chairmen, Permanent Lok Adalat, Dindigul
181. T. SUNDARAMOORTHY, XIX Additional Judge, City Civil Court, Chennai
182. C. VIJAYAKUMAR, Additional District Judge(Fast Track Court), Tenkasi
183. G. VIJAYARANI, IV Additional District Judge, Ponneri
184. N. RAMAKRISHNAN, Special District Judge, Special District Court to deal with MCOP Cases, Villupuram
185. A. DHANASEKARAN, Judge, Family Court, Perambalur

**Thiru / Tmt. / Selvi.**

- 186.M. RAJALAKSHMI, Sessions Judge, Mahalir Neethimandram, Chennai
- 187.K. KAYATHRI, Sessions Judge, Special Court for trial of cases registered under SC/ST(POA) Act, Tiruvannamalai
- 188.A. GEETHA, Sessions Judge, Special Court for trial of cases under SC/ST(PoA) Act, Theni
- 189.M. EZHILARASI, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Cuddalore
- 190.G. NAGARAJAN, Presiding Officer, Exclusive Motor Accident Claims Tribunal, Tiruppur
- 191.S. JEYASINGH, I Additional District Judge, Villupuram @ Tindivanam
- 192.L. ABRAHAM LINCOLN, I Additional District Judge, Salem
- 193.R. MALATHI, Sessions Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Erode
- 194.P. INDHIRANI, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Tirunelveli
- 195.K. VANITHA, Sessions Judge, Mahalir Neethimandram, Tiruchirappalli
- 196.S. RAJU, Special District Judge, Special District Court to deal with MCOP Cases, Salem
- 197.M. BALA KUMAR, V Additional District Judge, Madurai
- 198.M. CHENKAMALASELVAN, Additional District Judge(Fast Track Court), Villupuram
- 199.J. TAM ILARASI, Sessions Judge, Special Court for exclusive trial of cases under POCSO Act, Nagapattinam
- 200.R. THANGAVEL, Special District Judge, Special District Court to deal with MCOP Cases, Thanjavur
- 201.A. KARNAN, III Additional District Judge, Tiruchirappalli
- 202.S. ABDUL MALIK, Additional District Judge, Pudukkottai
- 203.M. THANDAVAN, I Additional District Judge, Maclurai
- 204.A.R.V. RAVI, IV Additional Judge, City Civil Court, Chennai
- 205.S. KANCHANA, Session Judge, Magalir Neethi Mandram(Fast Track Mahila Court), Srivilliputhur
- 206.N. RAMANATHAN, Chairman, Sales Tax Appellate Tribunal, Chennai
- 207.M.K. RAFI, Additional District Judge, Sivagangai
- 208.S. SUJATHA, Chairmen, Permanent Lok Adalat, Ariyalur
- 209.S. GOVINDHARAJAN, I Additional District Judge, Tiruppur
- 210.D. SELVAM, I Additional District Judge (PCR), Tiruchirappalli
- 211.M.E. PADMA, Judge, Family Court, Salem
- 212.S. JAYANTHI, Judge, Family Court, Erode
- 213.S. SHUNMUGAVEL, Chairman, State Transport Appellate Tribunal, Chennai
- 214.U. MONICA, Presiding Officer, Labour Court, Hosur
- 215.G. SENDIL KUMAR, I Additional District Judge, Cuddalore
- 216.S. MOHANAKUMARI, II Additional Principal Judge, Family Court, Chennai
- 217.V. SOFANA DEVI, Member Secretary, Union Territory of Puducherry Legal Services Authority, Pondicherry
- 218.S. ISVARANE, V Additional Judge (TADA), City Civil Court, Chennai
- 219.G.T. AMBIKA, Sessions Judge, Mahila Court, Chengalpattu

A copy of the schedule of the aforesaid conference and a copy of the Login instructions, protocols to be followed and the contact numbers of the Officers and Staff Members of the Tamil Nadu State Judicial Academy, Chennai, and Regional Centres of Tamil Nadu State Judicial Academy at Coimbatore and Madurai are enclosed.

**HIGH COURT, MADRAS,`  
CHENNAI,  
DATED:04.08.2020.**

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

To

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

**Copy to:**

1. The Director, Tamil Nadu State Judicial Academy, R.A.Puram, Chennai-28.
2. The Chief Metropolitan Magistrate, Egmore, Chennai.
3. All the Chief Judicial Magistrates.
4. The Deputy Director, Regional Centre of Judicial Academy, No.251, Scheme Road, Race Course, Coimbatore – 641 018.
5. The Deputy Director, Regional Centre of Tamil Nadu State Judicial Academy, Alagar Koil Road, K.Pudur, Madurai – 625 002.



# Webinar Session through CISCO Webex

## Login Instructions

### Steps to Install Google Chrome Browser in Ubuntu

**Step 1:** Click on Ubuntu Software icon which is found on the taskbar on the left side of the screen.

**Step 2:** Once you click on that icon in the screen that appears,

- i) You have to type "Google Chrome" in the search box.
- ii) Then find the Google Chrome for Linux app.
- iii) Click on Install.

**Step 3:** Once click on install, root password will be asked.

Root password: Enter the respective ROOT password.

**Step 4:** After entering root password select authenticate.

**Step 5:** After giving authentication the installation will be done automatically.

**Step 6:** After installation is finished, you have to verify from the main search box/dash window.

-> Type Google Chrome in search box ->will show the window.

You can launch or open Google Chrome form the dash window/search box.

### Using Cisco Webex for attending Training Programmes using Ubuntu Laptop.

1. You will get the invitation link via e-mail. Check your e-mail.
2. Click on the "Join Meeting" link and it will take you to the Webex website. Be sure that you are connected to the internet.
3. Click on the "Join Meeting" tab shown in the next webpage. You will join the meeting and will be able to participate.
4. After joining the meeting; Please keep your microphone muted so that there will be no audio disturbance during the speech of the Resource person. If you want to ask any questions or to interact, click on "Raise your hand" tab and the speaker or the coordinator will ask you to speak. Now unmute the microphone and you can speak and interact with the speaker.

### **Protocols to be followed:**

1. Join the meeting only through the Laptop or Desktop computer supplied by the Hon'ble High Court. Only if there is unavoidable reason, you can use other devices to join the meeting
2. The officers are requested to attend the programmes in a formal official dress.
3. Kindly ensure that you have good internet connectivity. Otherwise there will be problem in getting good audio and video feed.
4. If there is any issue regarding video and audio quality, check the internet connection and head set for proper link. If necessary logout and login again.
5. Choose a bright and neat place with good and undistracting background.
6. Ensure silence at and near the place where from you join the meeting.
7. You are requested to join the meeting between 09.40 a.m. to 09.55 a.m.
8. Do not "switch on" or "unmute" the microphone unnecessarily. Keep the mic on mute mode, unless you are asked to talk.
9. You have to talk only when the host gives you the permission.
10. As and when you entertain any doubt or query with regard to the session, use chat box and post questions. Be participative.
11. When a particular judicial officer is required to talk or answer a question, he/she should switch on the video and audio and talk. If there is any problem with the video or audio feed, he/she should respond through the chat box.
12. Failure to respond will be deemed that you are not participating in the webinar.
13. Strictly avoid posting of Good Morning and other unnecessary messages in the chat box, like your name, post and place of posting.

All the nominated judicial officers are requested to join the meeting by utilizing the Laptop provided by the Hon'ble High Court of Madras at 09.40 a.m. on the scheduled date and keep CPC, Cr.P.C, IPC, Evidence Act, NDPS Act, SC/ST (PoA) Act, Arbitration and Conciliation Act and other relevant Acts, with you for reference.

For any clarifications regarding the programmes, the officers/staff, whose particulars are given below, may be contacted:-

S. No.	Name and Designation	Mobile Number	Landline Number
<b>HEADQUARTERS, CHENNAI</b>			
1.	Mr. G.Chandrasekharan, Director	09444474499	044-24958595
2.	Mr. A.K. Mehbub Alikhan, Additional Director	08667394644	044-24958595
3.	Mr. S.P. Rishiroshan, Deputy Director	09894569505	044-24958595
4.	Mr. K. Sivakumar, Administrative Officer	09444515089	044-24958595
5.	Mrs. K. Usha, Librarian	09840430080	044-24958595
<b>REGIONAL CENTRE, COIMBATORE</b>			
1.	Mr. D. Balu, Deputy Director	09788099981	0422-2222610
2.	Ms. M. Lathaa, Librarian	09840575127	0422-2222610
<b>REGIONAL CENTRE, MADURAI</b>			
1.	Mr. G. Muthukumar, Deputy Director	09488523196	0452-2560807
2.	Mr. M. Sriram, Librarian	09444017737	0452-2560807