

HIGH COURT OF MANIPUR
AT IMPHAL

NOTIFICATION No. 51

Dated the 19th March, 2020

Subject:- Covid-19 – Effective prevention of Corona Virus disease in the High Court and its District Court premises - Introduction of 50% reduction of attendance of the Staff.

No. HCM/COVID-2020/RG/ 7950 : In continuation of earlier Notifications No. 49 and 50 issued by the High court of Manipur, Hon'ble the Chief Justice is pleased to issue the following guidelines to officers and the staff members of the High Court of Manipur and its District Courts, to be followed till 31.03.2020.

- A. With a view to avoid mass gathering in the High Court of Manipur premises, all the Superintendents (with the assistance of Section Officers) and Sectional Heads are directed to reduce attendance of the staff on 50% roster (other than the essential staff attached to the Hon'ble Judges).
- B. At the same time the learned Presiding Officers of the District Courts are directed to reduce 50% attendance of the staff on roster in order to avoid mass gathering in the District Court complexes.
- C. The office hour will be from 10.00 am to 4.30 pm.
- D. The Superintendents/Sectional Heads of the High Court shall prepare a list of staff members for the period ending 31st March, 2020 as per the requirement of works and to have equal distribution of works. Likewise, the Presiding Officer of the District Courts also shall arrange 50% reduction of attendance of the staff on roster without affecting the regular office works.
- E. It is emphasized that the above arrangement is for effective prevention of Corona Virus disease in the working place. Hence, the utmost cooperation of the Officer and staff members is highly appreciated.

This notification shall come into force with immediate effect.

By Order etc.,

A. Guneshwar Sharma
(A. GUNESHWAR SHARMA)
REGISTRAR GENERAL
HIGH COURT OF MANIPUR

Copy to:-

1. The Advocate General, Govt. of Manipur.
2. The Registrar, Admin & Vigilance, High Court of Manipur.
3. All the District & Sessions Judges/Presiding Officers of all the Courts and Tribunals of Manipur for kind information and circulation to all the Judicial Officers under their jurisdiction.
4. The Govt. Advocate, Govt. of Manipur.
5. The President, High Court Bar Association, Manipur. } *For kind information and circulation to all the learned members*
6. The President, AMBA, Manipur. }
7. All the Jt. Registrars, High Court of Manipur.
8. All the Deputy Registrars, High Court of Manipur.
9. The Principal Secretary to Hon'ble the Chief Justice, High Court of Manipur.
10. All the Assistant Registrars, High Court of Manipur.
11. The P.S to Hon'ble Mr. Justice L.S. Jamir, High Court of Manipur.
12. The P.S to Hon'ble Mr. Justice Kh. Nobin Singh, High Court of Manipur.
13. The P.S to Hon'ble Mr. Justice M.V. Muralidaran, High Court of Manipur.
14. The P.S to Hon'ble Mr. Justice A. Bimol Singh, High Court of Manipur
15. The P.S to Registrar General, High Court of Manipur.
16. The System Analyst, High Court of Manipur for uploading the same to the Official Website.
17. All the Superintendents/Court Officers/Stamp Reporter/Protocol Officer, High Court of Manipur.
18. All the Court Masters, High Court of Manipur.
19. Guard File/Order Book.
20. Notice Board.
21. Concerned File.