

HIGH COURT OF MANIPUR AT IMPHAL

NOTIFICATION

Dated 8th May, 2024

No. HCM/I-12/2006-Estt/Pt./10063 In pursuance to the provisions contained under section 4(1)(b) of the Right to Information Act 2005, the necessary information pertaining to High Court of Manipur is hereby, published in the required manner, under the aforesaid act, for general information.

Disclosure under section 4(1)(b) of the Right to Information Act, 2005

(i) Particulars of its organisation, functions and duties.

Name of the Organisation: The High Court of Manipur.

Functions and duties: Administration of Justice and connected functions.

(ii) The powers and duties of its officers and employees.

Details are available in **Annexure-I**.

(iii) The procedure followed in the decision making process including channels of supervision and accountability.

Details are available in **Annexure-II**.

(iv) The norms set by it for the discharge of its functions.

The functions of High Court of Manipur are discharged in accordance with High Court of Manipur Rules, 2019.

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

- a) High Court of Manipur Rules, 2019
- b) The High Court of Manipur Criminal Rules and Orders, 2021
- c) The High Court of Manipur Officers and Employees Recruitment and Conditions of Service (Classification, Control, Appeal and Conduct) Rules, 2020 and Second Amendment Rules, 2023
- d) The High Court of Manipur Rules for Electronic Filing(e-Filing) 2022
- e) The High Court of Manipur Rules for Live Streaming and Recording of Court Proceeding 2022
- f) High Court of Manipur (Designation of Senior Advocates) Rules 2022
- g) High Court of Manipur (Video Conferencing for Courts) Rules, 2020
- h) Manipur Judicial Services Rules,2005

- i) Gender Sensitization & Sexual Harassment of Women Regulation, 2014
- j) Gauhati High Court (Conditions of Practise) Rules, 2010.

(vi) A statement of the categories of documents that are held by it or under its control.

- a) Records of pending and disposed cases and Registers connected thereto.
- b) Records of Administrative Matters.
- c) Service records of staff, officers of the High Court and Judicial Officers of Subordinate Courts and all administrative records connected thereto.

(vii) The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

No such arrangement exists.

(viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;

- a) Details of committees are available in **Annexure-III.**
- b) The minutes of the meeting of the committees are not accessible for public.

(ix) A directory of its officers and employees.

Details are available in **Annexure-IV.**

(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.

Details are available in **Annexure-V.**

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Details are available in **Annexure-VI.**

(xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

Not applicable.

(xiii) Particulars of recipients of concession, permits or authorisations granted by it.

Not applicable.

(xiv) Details in respect of the information available to or held by it, reduced in an electronic form.

- a) Orders, judgements and cause list are available in the official website.
- b) All notifications and practise directions issued by the High Court from time to time are available in the website of the High Court.
- c) High Court of Manipur Rules, 2019 is available in the official website.
- d) High Court of Manipur (Right to Information) Rules, 2019 is also available in the official website.
- e) The High Court of Manipur Criminal Rules and Orders, 2021
- f) The High Court of Manipur Officers and Employees Recruitment and Conditions of Service (Classification, Control, Appeal and Conduct) Rules, 2020 and Second Amendment Rules, 2023
- g) The High Court of Manipur Rules for Electronic Filing(e-Filing) 2022
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(xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

- a) Information related to RTI can be obtained from the Public Information Officers nominated under RTI.
- b) e-RTI portal.
- c) There is no public library or reading room for the public.
- d) The Judges library is only for the use of the Hon'ble judges.

(xvi) Names, designations and other particulars of the Public Information Officers.

- a) Shri Yumkham Rother, Registrar General, High Court of Manipur, Appellate Authority.
- b) Shri Ojesh Mutum, Registrar (Judicial), High Court of Manipur, Public Information Officer.

- c) Shri J. Hillson Angam, Deputy Registrar (Judicial), High Court of Manipur,
Assistant Public Information Officer.

 08/05/24

J. Hillson Angam
Assistant Public Information Officer/
Deputy Registrar (Judicial)
High Court of Manipur

Copy to:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of Manipur.
2. P.S. to Hon'ble Mr. Justice A. Bimol Singh, Judge, High Court of Manipur.
3. P.S. to Hon'ble Mr. Justice A. Guneshwar Sharma, Judge, High Court of Manipur.
4. P.S. to Hon'ble Mrs. Justice. Golmei Gaiphulshillu Kabui, Judge, High Court of Manipur.
5. Registrar General, High Court of Manipur.
6. Registrar (Judicial), High Court of Manipur.
7. System Analyst, High Court of Manipur-*for uploading in the official website of the High Court of Manipur.*
8. *Concerned file.*

 08/05/24

J. Hillson Angam
Assistant Public Information Officer/
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High Court of Manipur