



सत्यमेव जयते

THE ADMINISTRATION OF THE UNION TERRITORY OF LADAKH
DEPARTMENT OF LAW AND JUSTICE
e-mail: secy-law@ladakh.gov.in

Room No.: 101, Ground Floor,
Old JNV Building, UT Secretariat,
Leh, Ladakh – 194101

No.: Secy / L&J / UTL / 2025/ 384-387 Dated: 28.04.2025

OFFICE MEMORANDUM

Subject: Directives for the Efficient and Effective Management of Litigation by Government of India.

The Department of Legal Affairs, Ministry of Law and Justice, Government of India, vide its F.No.J-18/5/2016-Judicial, dated: 4th April, 2025, has issued an Office Memorandum titled *Directives for the efficient and effective management of litigation by Government of India* (hereinafter referred as **Directives**) with the aim of reinforcing the goal of good governance and ensuring public welfare and timely dispensation of justice. The Directives are comprehensive in nature and will act as Standard Operating Procedure (SOP) for litigation management, which is applicable to all Departments at all level, their attached and subordinate offices, autonomous bodies in matters of Litigation.


The Directive seeks to introduce effective measures to simplify legal processes, prevent unnecessary litigation, minimize unwarranted appeals, streamlines inter-departmental coordination in litigation.

In line with the principles enshrined in the Directives, following **Standard Operating Procedure (SOP)** has to be strictly observed in UT of Ladakh for effective management of litigation :-

1. Establishment of a dedicated Legal Cell at the Secretariat/Directorate level within three months of this directive.
2. Nomination of a Nodal Officer, ordinarily, not below the rank of Joint Secretary, who shall oversee litigation management.
3. Post of Director (Legal) / Deputy Secretary (Legal) / Under Secretary (Legal) needs to be designated or created and officers possessing qualification of LL.B degree or above may be posted or appointed including on deputation in the Legal Cell.
4. Young Professionals holding an LL.B degree may be engaged on contractual basis, where necessary, for effective management of litigation.

5. Ensure greater public accountability in litigation matters, and establish a strong Knowledge Management System (KMS) to improve overall efficiency.
6. Reduce unnecessary appeals against orders of the Court and Tribunals.
7. Avoid contempt cases/petitions by enhancing the monitoring and coordination mechanisms to ensure timely and adequate responses to judgment and orders.
8. Avoid narrow interpretation of statutory provision and incorrect understanding of administrative and legal issues, which often serves as the primary catalyst for escalating grievances into litigation.
9. Strengthening capacities of human resource responsible for managing litigation in each Departments.
10. Grievance redressal mechanisms like "Staff Adalat" for redressal of the grievances of govt employees in service matters.
11. Appropriate action/response in a time bound manner should be given on any notice or representation given by a party under section 80 of Code of Civil Procedure, 1908.
12. Recourse to the Alternate Dispute Resolution (ADR) mechanisms as a means for resolving disputes needs to be promoted, wherever feasible.
13. Personal attention of Secretaries/Directors/HODs will be crucial in ensuring the compliance with the directive, paving the way for a coordinated response in various Courts, Tribunals and Quasi-Judicial Bodies.
14. A review of the implementation of Directives, will be conducted by the Committee of Secretaries, chaired by the Cabinet Secretary, Government of India.
15. To take prospective measures in management of Government litigation to achieve the goal of *Viksit Bharat* by 2047.

Issued with the approval of competent authority.


(Shashi Kant Bhagat)
(A) Secretary
Department of Law & Justice

To:

1. All Administrative Secretaries, UT Ladakh.
2. All Directors / HoDs , UT Ladakh.

Copy to :-

1. OSD to HLG, UT of Ladakh for kind information of the Hon'ble Lieutenant Governor.
2. OSD to C/S, UT of Ladakh for kind information of the Worthy Chief Secretary.
3. SIO, NIC, UT of Ladakh for uploading this on official website of UT Ladakh.

this on official