

## DISTRICT COURT, KOZHIKODE

PH : 0495 2366091  
Fax : 0495 2761590  
e-mail : Court Kozhikode.ker @ nic.in  
Website: w.w.w.ecourts.gov.in/kozhikode.

Court Complex,  
Cherootty Road,  
Kozhikode.  
PIN : 673 032.

### OFFICIAL MEMORANDUM

**No. SS -6246/ 2024**

**Date: 20.05.2024**

Sub:- Acknowledging receipt of valuables involved in sessions cases during trial by Bench Clerk- Direciton- Issued- Reg.  
Ref:- Order dated 20.05.2024 of the District Judge, Kozhikode.

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It has come to notice that some Bench Clerks of Sessions Courts in this district are not acknowledging the receipt of valuables involved in Sessions Cases while sending for trial to the courts concerned. They are reluctant to endorse the receipt of valuables in the Property issue Register maintained with Senior Superintendent/Sheristadar. This attitude causes much problem for proper upkeep of coustody of valuables involved in sessions Cases. Also the said act from staff members upset the smooth funitoning of Judicial process in the district Judiciary.

Hence, the Bench Clerks of the sessions courts/assistant sessions courts in this Judicial district are directed to follow the below instructions strictly:

1. The requirement of valuables involved in sessions Cases shall be informed one day prior to the scheduled date of trial of the case in the court concerned in writing.
2. The valuables shall be received from the Senior Superintendent/ Sheristadar or the officer in charge by the Bench Clerks or authorised persons of Sessions Courts/Assistant Sessions Courts.
3. The receipt of valuables for use in the scheduled trial in the courts concerned and returning of it after closing of trial shall be endorsed in the respective registers maintained with the Senior Superintendent, without fail.

The undermentioned Judicial Officers are requested to circulate the direction among all staff concerned under their control and acknowledge the same to this court, at the earliest.

Sd/-  
District Judge

To

1. The Addl. District & Sessions Judge-I,II,III, Kozhikode.
2. The Addl. District & Sessions Judge-IV/V, Kozhikode.
3. The Addl. District & Sessions Judge ( for the trial of cases relating to atrocities and sexual violence towards Women and Children), Kozhikode.
4. The Special Judge ( NDPS Act cases)/ Addl. District & Sessions Judge, Vatakara.
5. The Special Addl. Sessions Judge( Marad Cases), Kozhikode.
6. The Special Judge, Fast Track Special Court, Kozhikode/ Koyilandy/ Nadapuram.
7. The Principal Sub Judge, Kozhikode.
8. The Sub Judge, Vatakara/ Koyilandy.

Copy to:

1. The Senior Superintendent, District Court, Kozhikode.
2. The Junior Superintendent-I/II/III, District Court, Kozhikode.
3. The Central Nazir, District Court, Kozhikode.
4. The File.

// True Copy/Forwarded/By Order//

  
**SHERISTADAR**  
2/27

Mail only