

**R.O.C. No.317191B/2019/Comp3**



**NOTIFICATION**

The Madras High Court has proposed to launch the Digital Law Reports in the Madras High Court Website for publishing the Madras High Court Judgments found in Neutral Citation System and other Judgments with Head-Notes in English and Tamil version. This would facilitate young lawyers, who are unable to pay for high priced law journals, law students, law professors and common citizens to acquaint themselves with the law. Litigants will also be in a position to understand judgments.

Therefore, the Madras High Court invites applications from retired Judicial Officers, lawyers, retired and serving Assistant Public Prosecutors, retired and serving law Professors for preparation of Head-notes for the Judgments as may be given by the High Court of Madras through e-mail. Willing candidates may fill up the application and send it through email to the following e-mail ID in the format annexed on or before 22.03.2024.

e-mail: [mhcsuvas@gmail.com](mailto:mhcsuvas@gmail.com)

**HIGH COURT, MADRAS  
DATED: 15.03.2024**

**Sd/- S.GANAPATHISAMY  
REGISTRAR (IT-CUM-STATISTICS)**

**Guidelines for preparing Head-notes:**

1. Soft copy of the Judgments will alone be shared for preparing Head-notes. No hard copy will be provided.
2. Allocated Judgments should be forwarded to the High Court with the Head-notes within stipulated time period.
3. File name of the Judgments must be same as the file name of the original Judgment sent by the High Court.
4. Utmost care should be taken while preparing the Head-notes.
5. Soft copy of the Judgments with Head-notes (File name must be same as the original Judgment shared) both in editable (.docx) and non-editable (.pdf) format have to be sent to the High Court's e-mail ID ([mhcsuvas@gmail.com](mailto:mhcsuvas@gmail.com)) and no hard copy is required.
6. Remuneration for preparing the Head-notes will be paid only upon receipt of funds from the Tamil Nadu Government.
7. Remuneration for preparing the Head-notes will be decided by the Hon'ble Computer Committee, High Court, Madras.
8. The Madras High Court reserves its right to remove any person from the team at any time without notice and reason.

**APPLICATION FORMAT**

Photo

Name of the Applicant	
Father's/ Husband's Name	
Age	
Educational Qualification	
Present Occupation	
Experience in Legal Profession / Education	
Enrollment No (if any)	
Mobile No	
Email Id	
Address for communication with PIN Code	
Address proof	
Bank Account No	
Bank Name and Branch	
IFSC Code	
PAN No (if any)	

Place:

Date:

Signature of the Applicant