PRL. DISTRICT COURT,
WEST GODAVARI, ELURU.

DATED: 19-12-2023.

GENERAL INFORMATION ON THE USAGE OF A4 SIZE PAPER.

SUB :- DISTRICT JUDICIARY – West Godavari District – Instructions of the Hon'ble High Court for usage of A4 size paper, instead of using foolscap/legal size papers in the District Judiciary– Utilisation of existing white and Judgment paper in the District Judiciary of West Godavari – Report of the District Purchase Committee – Received – General Information – Regarding.

REF :-
1. Hon'ble High Court's Circular in Roc.No.502/SO/2023, dated 18.10.2023.
2. Communication of the Hon'ble High Court's letter with Principal District endorsement in Dis.No.6108, Dt.18.10.2023.
3. General Information issued by the Principal District Court and sought for information from the District Judiciary of West Godavari vide Dis.No.5901, dated 30.11.2023.
4. Information received from the District Judiciary of West Godavari.
5. Office note dated: 18.12.2023 and orders passed thereon.
6. Report dated 19.12.2023 of the members of District Purchase Committee.
7. Office note dated: 19.12.2023 and orders passed thereon.

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Pursuant to the circular instructions of the Hon'ble High Court under reference 1st cited, this Unit called for the statistical data of existing paper statistics, the statistics data received from the District Judiciary under reference 4th cited, shows that 438.2 reams (Legal size) of white paper and 53.34 reams (Legal size) of Judgment papers are available in the District Judiciary of West Godavari. On the suggestions of the District Purchase Committee under reference 6th cited, it is hereby instructed to all to utilize the existing Legal White and Judgment papers in their respective Courts by converting them to A4 size papers until A4 size paper are supplied by the Principal District Court.

All correspondences, note files etc., shall be through A4 size paper only. Officers, for e-mail correspondence shall use the scanner-cum-printers (Brother) supplied by Hon'ble High Court.

C. Ramakrishna Kumar
19/12/23

PRL. DISTRICT JUDGE,
W.G., ELURU.

To
All the Judicial Officers in the unit of West Godavari.

Copy to:
The In-charge System Officer, Principal District Court, West Godavari, Eluru with a direction to upload the same in the official website of the Prl. District Court and also send the same to all the Courts through email.

DIS NO. 7314
DATE 19.12.23