



THE HIGH COURT OF KERALA

Kochi: 682031
it.hckerala@gov.in
0484 2562554
Date: 02-07-2025

HCKL/923/2022-ECC6/IT-TC2

OFFICIAL MEMORANDUM

Sub:- Implementation of eOffice in Alappuzha and Kottayam Judicial District - Training to Judicial Officers and Ministerial Staff - Forwarding Google Meet Link and Schedule - Reg

- Ref:-
1. High Court OM No. HCKL/923/2022-ECC6 dated 26.6.2025
 2. Letter No. D.No.-4130/2025 dated 1.7.2025 from District Court, Kottayam
 3. Email dated 1.7.2025 from District Court Alappuzha

It is hereby informed that online training sessions on eOffice for Alappuzha and Kottayam Districts, as mentioned in the references cited, are scheduled to be held on 04.07.2025 and 05.07.2025 from 1:00 PM - 2:00 PM for Ministerial Staff, and on 05.07.2025 from 04:00 PM to 05:00 PM for Judicial Officers.

Topic	eOffice Training for Alappuzha and Kottayam Districts
Dates	04.07.2025 (Friday) and 05.07.2025 (Saturday)
Time (Ministerial Staff)	1:00 PM – 2:00 PM on 04.07.2025 (Friday) and 05.07.2025 (Saturday)
Time (Judicial Officers)	4:00 PM – 5:00 PM on 05.07.2025 (Saturday)
Google Meet link	https://meet.google.com/fmy-dwig-zko (The same link can be used for all the sessions)

Hence, the Principal District Judges of Alappuzha and Kottayam are requested to ensure the participation of Judicial officers and Ministerial Staff under their jurisdiction in the eOffice training, as per the above-mentioned schedule, without affecting their duties.

The Principal District Judges of Alappuzha and Kottayam are also requested to furnish a report

showing the number of participants and feedback/recommendations/suggestions, if any, from the participants, to the IT Technical Cell, High Court.

(By Order)

Signed by

Joseph Rajesh K A

Date: 02-07-2025 15:53:23

JOSEPH RAJESH K A

REGISTRAR(COMPUTERISATION)-CUM-
DIRECTOR(IT)

To:- The Principal District Judges of Alappuzha and Kottayam
SSOs, Alappuzha and Kottayam

Copy to:- The Assistant Engineer, PWD Electronics, High Court
The Assistant Engineer, High Court