OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE JAMMU.

ORDER

Dated: 67/3/20) 5 Order No: 718 AccTTs

In the interest of administration and to streamline the business and also to provide a single window system for the convenience of the general public to apply and obtain certified copies, a dedicated copying section is created which shall beheaded by one Section Officer/Head Assistant and two copyists for each floor/group of courts of Block A and another two for the block B comprising of the courts of Special Magistrates etc.

It is further ordered for the smooth conduct of business of the section in an efficient and transparent manner that:

- 1. The copyists nominated so shall act in close coordination with the civil/Miscellaneous/ criminal Ahamad's of the concerned courts and ensure quick service to the litigants/public.
- 2. The litigants shall deposit tentative fee at the very outset along with the application and balance if any shall be deposited at the time of delivery of the copy.
- 3. An online link shall also be generated for applying on line. The link so created shall be displayed at prominent places of the Court premises, Notice Boards and webpage of the District Courts.

Copies to:

- 1. Registrar General, Hon'ble High Court of Jammu & Kashmir and Ladakh, for information.
- 2. Secretary to Hon'ble Mr. Justice Sanjeev Kumar, (Administrative Judge for District Jammu), High Court of Jammu & Kashmir and Ladakh, for information of His Lordship.
- 3. President Bar Association, Jammu, for information.
- 4. System Officer, for uploading the information on the website of this Court /Notice Board.
- Notice Board
- 6. Office file.

NOI 5505-09 | PDSJ-J Dt 1 07/3/2025