



OFFICE OF THE DISTRICT & SESSIONS JUDGE,
HOJAI:: ASSAM

Memo No.DJHj/I/23/ 2791-96

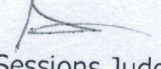
Dated: 05/10/23

ORDER

In order to maintain proper workplace discipline in the courts and offices of this establishment, it is here by directed that henceforth, all the staff members of this establishment must attend office in the below mentioned formal attire:


- The Ministerial Officers as well as the Grade-III staffs (LDA/Copyist/Stenographers etc.) must attend office in formal attire (Formal full/half sleeve Shirt and trouser for male) and (Formal Salwar/Churidar-Kameez with Dupatta/Saree for female employee) while on duty.
- The Office subordinates viz. the Process Servers, Drivers and the Grade -IV staffs, must wear their respective uniforms compulsorily.
- Nothing should be worn which is likely to cause disturbance during court proceedings or which is unbenefitting to the dignity of a staff member.
- Non compliance of the aforesaid order shall invite Disciplinary proceeding against the concerned employee.

All the staff members of this establishment are directed to follow the above orders scrupulously.


District & Sessions Judge,
Hojai, Assam

Copy to:

1. The Civil Judge (Sr.) Divn., Sankardev Nagar, Hojai;
2. The Civil Judge (Jr.) Divn., Sankardev Nagar, Hojai;
3. The Chief Administrative Officer/Sheristadar of this establishment;
4. The Sheristadar, Civil Judge (Jr.) Divn., Sankardev Nagar, Hojai;
- ✓ 5. The Systems Officer, Hojai District Judiciary for uploading this order in the official website;
- ✓ 6. Office file.


District & Sessions Judge
Hojai