

**OFFICE OF THE
PRINCIPAL DISTRICT AND SESSIONS JUDGE BANDIPORA**

CIRCULAR

**Subject: Strict Adherence to Dress Code by Subordinate Staff working in the
Courts of Judicial District Bandipora.**

It has been observed that the subordinate staff (clerical staff) in the Courts of Judicial District Bandipora is not strictly adhering to the prescribed dress code. Many are frequently seen wearing casual attire during office hours. Similarly, the Orderlies/Ushers — including Process Servers, Jamadars, Orderlies, and Chowkidars — are also found attending Court in casual clothing instead of the prescribed uniform.

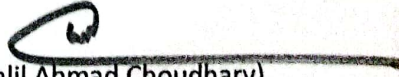
This practice reflects a serious lapse in discipline and adversely affects the decorum and efficient functioning of the Courts. This institution has always strived to uphold a high standard of conduct and professionalism. As part of these efforts, a proper dress code and uniform policy has been prescribed for all categories of Court Staff, including clerical and support personnel.

Attending office or Court in casual or inappropriate attire tarnishes the image of the judiciary and promotes a culture of indiscipline, which cannot be tolerated.

In order to curb this practice and maintain decorum and discipline across all Courts in Judicial District Bandipora, the following instructions are hereby issued:

- 1. All subordinate staff, working in the District and other subordinate Courts which includes the Courts of Munsiff Sumbal and Munsiff Gurez, must strictly adhere to the prescribed dress code and always attend office in formal attire. Casual or party clothing is strictly prohibited.**
- 2. All Orderlies/Ushers (Process Server, Jamadar, Orderly, and Chowkidar) must attend Court in their proper, prescribed uniform. Attendance in casual clothing will not be permitted under any circumstances.**
- 3. All employees are expected to maintain a professional and respectful work environment by adhering to these dress code norms without fail.**

Note: Any violation of these instructions, whether by Clerical Staff or Orderlies/Ushers, will be viewed seriously. Appropriate disciplinary action shall be taken against any official found in breach of the dress code policy.


(Khalil Ahmad Choudhary)
**Pr. District & Sessions Judge
Bandipora**

No. 361-68/PDJ/Bpr/Adm/2025

Dated. 10-04-2025

Copy to the:

- 1. All Ld. Judicial Officers for information and necessary action. *They are solemnly enjoined to ensure strict compliance with and unwavering adherence to the aforementioned directions within their respective courts.***
- 2. System Officer e-Courts to upload the same on official website of District Court Bandipora.**