



To,

1. All District Judges,  
Uttarakhand
2. Principal Judge/Judge Family Courts,  
Uttarakhand

No. 4835 /Institution Section/UHC/Nainital/2022 Dated: 27.10.2022

**Subject: Reminder of Circular Letter No. 20/UHC-2002 Dated 10.12.2002.**

Sir,

I am directed to draw your attention to Circular Letter No. 20/UHC-2002 dated 10.12.2002 regarding Maintenance of Record and inform you that strict compliance of the same is desired by the Hon'ble Court. It has been observed that often Lower Court Records are received in shabby state, without proper indexing & without certification, thereby leading to wastage of precious judicial time of the Hon'ble Court. Hon'ble Court has taken note of it expressing its dissatisfaction and has sought that all the lower courts be reminded to adhere to Rules & Guidelines concerned.

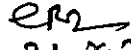
2. It is, therefore, reiterated that the records must be maintained as per the concerned Circular Letter(s) issued / in accordance with the General Rules & guidelines. Further, while transmitting record(s) to this Hon'ble Court, it must be ensured that proper indexing is done, reference be also made to General Rules (Criminal) Chapter IV Rule 23, 24, 26, 27, 28, 29, Chapter V Rule 36, Chapter X Rule 91 & Chapter XI Rule 105 and be transmitted only after satisfying compliance. Such record(s) must also accompany a certificate of adherence.

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3. I am further to request you to kindly communicate the same to all the concerned to strictly comply the guidelines as in Circular Letter above while transmitting the record(s) to the Hon'ble High Court.

Regards,

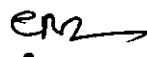
Yours sincerely,

  
21.10.22  
(Vivek Bharti Sharma)  
Registrar General

No. 4236 /Institution Section/UHC/Nainital/2022 Dated: 21.10.2022

Copy for information and necessary action to:-

- (i) Director, Uttarakhand Judicial & Legal Academy, Bhowali, Nainital
- (ii) All the Family Court Judges, State of Uttarakhand
- (iii) Chairman, Commercial Tax Tribunal, Dehradun
- (iv) Chairman, State Transport Appellate Tribunal, Dehradun
- (v) Registrar, State Consumer Redressal Commission, Dehradun
- (vi) Member Secretary, Uttarakhand State Legal Services Authority, Nainital
- (vii) Presiding Officer, Industrial Tribunal-cum-Labour Court, Haldwani, District Nainital
- (viii) Presiding Officer, Labour Courts, Dehradun, Haridwar & Kashipur, District Udham Singh Nagar
- (ix) Presiding Officer, Food Safety Appellate Tribunal, Dehradun & Haldwani
- (x) Registrar, Public Service Tribunal, Uttarakhand, Dehradun
- (xi) Chairman, Uttarakhand-Cooperative Tribunal, Dehradun
- (xii) Secretary-cum-Registrar, State Level Police Complaint Authority, Dehradun
- (xiii) Chairman, Permanent Lok Adalat, Dehradun, Haridwar, Nainital and Udham Singh Nagar
- (xiv) All the Registrars of the Court.
- (xv) Joint Registrars, Deputy Registrars, Asstt. Registrars & Section Officers of the Court.
- (xvi) Computer Section of High Court with a direction to upload the same in the website of the High Court of Uttarakhand
- (xvii) Guard File

  
21.10.22  
Registrar General