

# HIGH COURT OF UTTARAKHAND, NAINITAL

## OFFICE MEMORANDUM

No. 13/I-a-72/Admin.A (Recruitment Cell)/ UHC-2020; Date: March 02, 2021

Applications are invited from the Assistants, who have completed 10 years of continuous service on Class III post for selection to the 11 existing & 01 likely to occur, total 12 (**Twelve**) vacant posts of Bench Secretary, Grade – II. Selection to these posts shall be made on the basis of merit, assessed through a departmental competitive examination. Preference shall be given to candidates possessing a Law degree. **The last date for submission of application in the prescribed format, attached with this memorandum is 23<sup>rd</sup> of March, 2021.** The schedule & venue of aforementioned departmental examination shall be notified later on.

The competitive examination shall be held, in accordance with the following approved syllabus:

### **(A) Written Examination**

- i. Hindi to English Translation : 50 marks
- ii. Subjective paper of Law : 50 marks
- iii. Objective paper of Law : 50 marks

### **Law paper shall include questions from the following:**

- (i) Constitution of India (Article 14, 15, 16, 21, 22, 32, 123, 131, 134-A, 226, 227, 228);
- (ii) Civil Procedure Code (Section 24, 96-108, 113-115, 148A, 151, 152); (Orders 5, 23, 41, 43, 45, 46, 47);
- (iii) Criminal Procedure Code (300, 304, 320, 372-394 (Appeals), 395-405 (Reference and Revision), 406-412 (Transfer of Criminal Cases), 436-450 (Bails), 474, 477, 482, 483.
- (iv) High Court Rules, 1952:

Chapter I	: Rules 3, 4, 6, 7;
Chapter V	: Rules 1, 6, 8 to 11, 13, 16;
Chapter VI	: Rules 1, 2, 3, 4, 7, 8, 10, 12, 13, 17;
Chapter VII	: Rules 1, 3, 4;
Chapter VIII	: Rules 2, 3, 5, 12, 14, 24, 25, 33, 38-A, 39, 40, 41, 42;
Chapter IX	: Rules 1 to 12, 14 to 21;
Chapter XI	: Rules 6 to 10;
Chapter XII	: Rules 3 and 4;
Chapter XIII	: Rules 1 to 10;
Chapter XV	: Rules 3, 8, 9, 10, 11, 13, 16, 18, 19;
Chapter XVIII	: Rules 4, 5, 7 to 10, 13, 18, 25, 27, 32, 35, 36;
Chapter XXI	: Rules 1 and 7;
Chapter XXII	: Rules 2, 5, 7, 8 and 13;
Chapter XXIII	: Rules 28;
Chapter XXXVII	: Rules 8;
Chapter XXXIX	: Rules 1, 6, 7
- (v) The High Court of Uttarakhand Party-in-Person Rules, 2020.
- (vi) High Court of Uttarakhand Rules, 2020.

### **(B) Interview-cum-Personality Test : 50 Marks**

Selection shall be on the basis of merit. Every candidate, who obtains 50% marks, in the aforementioned written examination, may be considered for being called for interview cum personality test. Candidates would be considered for selection to the aforementioned vacant posts on the basis of merit.

**By Order of Hon'ble the Chief Justice**

**Sd/-**

**(Dhananjay Chaturvedi)  
Registrar General**

**No. I-a-72/Admin.A (Recruitment Cell)/ UHC-2020; Date: March 02, 2021**

Copy forwarded for information and necessary action to:-

1. Head Bench Secretary of the Court with a request to inform it amongst the Bench Secretaries of the Courts.
2. Head Private Secretary of the Court with a direction to inform and circulate it amongst the Personal Assistants of the Courts.
3. Registrar (Inspection), Registrar (Judicial), Registrar (Computer), Registrar (Protocol) of the Court
4. Joint Registrars of the Court.
5. All the Deputy Registrars, Assistant Registrars, Section Officers & Librarian, Management Officer, Protocol Officer of the Court with a direction to inform and circulate it amongst the concerned assistants in their respective sections.
6. Assistant Registrar (I.T.) with a direction to upload the aforementioned office memorandum to the website of the High Court.
7. Guard File/ Notice Board.

**Sd/-  
Registrar (Vigilance)  
I/c Recruitment Cell**

**ENCLOSURE:**

***Pro-forma Application for Applying in the Departmental Examination for the Post of Bench Secretary Gr. – II, in the Establishment of the High Court of Uttarkahand.***

# **HIGH COURT OF UTTARAKHAND, NAINITAL**

## **APPLICATION FOR APPEARING IN THE DEPARTMENTAL EXAMINATION - 2021 FOR THE POST OF BENCH SECRETARY GR.-II, IN THE ESTABLISHMENT OF THE HIGH COURT OF UTTARAKHAND**

PASTE  
LATEST  
PASTPORT  
SIZE  
PHOTO OF  
YOURSELF

NAME OF THE APPLICANT : \_\_\_\_\_

FATHER'S/ HUSBAND'S NAME : \_\_\_\_\_

DATE OF BIRTH : \_\_\_\_\_

DATE OF JOINING, IN THE  
ESTABLISHMENT OF THE  
HIGH COURT OF UTTARAKHAND : \_\_\_\_\_

TENURE OF CONTINUOUS SERVICE,  
AS ASSISTANTS, CLASS - III, IN THE  
HIGH COURT (AS ON 02.03.2021) : \_\_\_\_\_

THE SECTION PRESENTLY  
ATTACHED WITH : \_\_\_\_\_

WHETHER POSSESS  
A VALID LAW DEGREE : \_\_\_\_\_  
(SELF ATTESTED COPY OF DEGREE OF LAW  
TO BE ENCLOSED WITH)

HAVE YOU PREVIOUSLY DEPUTED AS  
BENCH SECRETARY IN THE COURT,  
(IF YES, PERIOD OF SUCH DEPUTATION) : \_\_\_\_\_

### **DECLARATION:-**

I \_\_\_\_\_ (S/D/W)/o, SRI \_\_\_\_\_ SUBMITS THAT, THE  
DETAILS MENTIONED IN THE ABOVE APPLICATION FOR EXAMINATION TO  
THE POST OF BENCH SECRETARY GR - II IS CORRECT, TO THE BEST OF MY  
KNOWLEDGE, AND NO SUCH INFORMATION IS CONCELED, WHICH IS  
RELEVANT TO THE PROCEDURE OF EXAMINATION.

DATE:

(SIGNATURE OF APPLICANT)

