

**HIGH COURT OF JAMMU AND KASHMIR**  
(Office of the Registrar General at Srinagar)

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To

The Principal District & Sessions Judge,

AL.

No: 35475-98/infet

Dated: 06/09/2018

**Subject: Improvement of Infrastructure in the Subordinate Courts  
of the State.**

Sir,

I am desired to request you to inspect the Court buildings within your jurisdiction and for the said purpose you may associate the concerned authority of the Public Works Department and the representative of the concerned Bar. You are further requested to submit your report highlighting the deficiencies in the infrastructure as also the suggestions for the improvement of the infrastructure and the data with regard to ongoing project(s) and the project(s) in pipeline for construction of Court complex(es) in your District. The information may be furnished within three days in the format enclosed herewith.

With regards,

Yours faithfully,

Encls: As above.

(Sanjay Dhar)  
Registrar General

No: 35475-98/infet Dated: 06/09/2018  
Copy of the above forwarded to:-

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K for information of Hon'ble the Chief Justice.

Registrar General

## Format for furnishing of the Information.

a. Name of the Court:

b. Whether Court Complex is available ?

If yes, whether the following facilities are available in the Court Complex.

- (1) Court Rooms (Give the number)
- (2) Judges' Chambers (Give the number)
- (3) Judges' residential Complex (details).
- (4) Litigants' waiting area
- (5) Administrative offices
- (6) Conference hall/Meeting Room
- (7) Video Conferencing Rooms
- (8) Mediation Centre/ ADR Centre
- (9) Common rooms for male/female staff
- (10) Staff canteen
- (11) Reception Centre.
- (12) Waiting room for witnesses
- (13) De-stress rooms for male/female staff
- (14) Staff Canteen
- (15) Vulnerable witness deposition complex.
- (16) Bar rooms for ladies and gents
- (17) Consultation rooms and cubicles
- (18) Stamp vendors and notary public/oath commissioner/typist/photocopy/business centre
- (19) Library
- (20) Canteen for lawyers and litigants
- (21) Facilitation counter for litigants/visitors
- (22) Support facilities.
- (23) Facility centre providing for common facilities for functioning of the complex unrelated to courts such as



(i) bank, post office, (ii) medical facility, (iii) disaster management, etc.

(24) Utility block for accommodating the utility services such as A.C. plant, electrical sub-station, DG set/Solar panel, STP, Repair workshop, storage, garage, etc.

(25) Judicial Lock-ups.

(26) Strong room for record preservation.

(27) Adequate parking space for (i) judges, (ii) lawyers, (iii) litigants and (iv) other visitors.

(28) IT infrastructure for computerisation and e-Courts.

c. Deficiencies observed during the Inspection.

d. Whether there is any ongoing project(s)/project(s) in pipeline, If yes, details thereof.

e. Any other information/suggestion.

