



Bihar Judicial Academy

GAIGHAT, GULZARBAGH, PATNA-800007

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From,

Date 01-07-2018

Nawneet Kumar Pandey
Director,
Bihar Judicial Academy, Patna

To,

All District & Sessions Judges of Bihar.

Sub.:-

Regarding sparing of Ministerial Staffs for Orientation/Refresher Course
Scheduled to be held in the month of July to September, 2018.

Patna, 01st day of July, 2018.

Sir,

With respect to above mentioned subject, I have to inform your goodself that as per the Approved Calendar of Bihar Judicial Academy, the Orientation/Refresher Course schedule in the third quarter of the year 2018 (i.e., from 01/07/2018 to 30/09/2018) for Ministerial Staffs are as follows:-

Sl.No.	Target Group	Course Title	Duration
1.	Bench Clerk of Juvenile Justice Board from each Judgeship	Refresher Course	14 th - 15 th July, 2018 (Sat & Sun)
2.	Office Clerk of C.J.M. (District Headquarters & Arwal)	Refresher Course	11 th - 12 th August, 2018 (Sat & Sun)
3.	G.R. Clerk of Headquarters & Sub-Divisions	Refresher Course	08 th - 09 th September, 2018 (Sat & Sun)

The participants have to report at Bihar Judicial Academy at 09:30 A.M. sharp on scheduled date of their respective training course in proper dress.

Hostel and Mess facility will be provided to all the participants.

Your goodself is requested to spare the concerned Ministerial Staffs as per the above mentioned training schedule.

Yours Faithfully,

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01/07/18

(Nawneet Kumar Pandey)
Director, B.J.A.