THE GAUHATI HIGH COURT AT GUWAHATI
(HIGH COURT OF ASSAM: NAGALAND: MIZORAM AND ARUNACHAL PRADESH)

N O T I F I C A T I O N
Dated: Guwahati, the 03rd of November, 2026

NO.HC.VII-84(Pt.I)/2020/8665/A#### On recommendation of the Judicial Academy, Assam, the following trainee Judicial Officers in Grade-III of Arunachal Pradesh Judicial Service (presently undergoing Induction Training at Judicial Academy, Assam) are deputed to undergo Field Training in the station, as shown below:

Name of the officer	Period of Field Training	Station for Attachment
1. **Smti Masia Baruah** JMFC-cum-Civil Judge (Jr. Div.), Likabali, Lower Siang District. 2. **Shri Sunny Sumnyam** JMFC-cum-Civil Judge (Jr. Div.), Tato, Shi-Yomi District.	**24.11.2026 to 22.01.2027 (2 Months)**	*Under the establishment of District & Sessions Judge, Yupia, Arunachal Pradesh.*
3. **Smti Gopi Bam** JMFC-cum-Civil Judge (Jr. Div.), Raga, Kamle District. 4. **Smti Onam Perme** JMFC-cum-Civil Judge (Jr. Div.), Lemmi, Pakke Kessang District.	**23.01.2027 to 22.04.2027 (3 Months)**	*Under the establishment of District & Sessions Judge, Kamrup (M)*

The officers are directed to report back to the Judicial Academy, Assam on **07.05.2027** for the last phase of their Institutional Training for 10 weeks after availing a GAP period of 2 weeks w.e.f 23.04.2027 to 06.05.2027.

The guidelines for the said Field Training is enclosed herewith.

By order

Sd/- S. Dhar
REGISTRAR (JUDICIAL)

Memo No. HC.VII-84(Pt.I)/2020/8666/A, Dated: 03-11-2026
Copy forward for information and necessary action to:

1. The L.R. & Commissioner & Special Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati, Assam.

2. The L.R-cum-Secretary (Justice) to the Govt. of Arunachal Pradesh, Itanagar.
3. The Accountant General (A&E) Arunachal Pradesh, Itanagar for information and necessary action.

[The Officers are placed on deputation for the program on condition that (a) the Officers will be treated as on duty during the training period & (b) they will be entitled T.A. & D.A. as admissible under the Rules]

4. The Registrar (Vigilance/ Admin.), Gauhati High Court, Guwahati.
5. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
6. The Registrar, Gauhati High Court, Itanagar Permanent Bench, Naharlagun.

(He is requested to organize a one day training on Local Act and Rules of Arunachal Pradesh during their Field Training at Arunachal Pradesh)

7. The District & Sessions Judge,
   Yupia / Kamrup(M).

(He/ She is requested to make all necessary arrangements for Field Training as per guidelines).

8. The Trainee Judicial Officer.
9. The Project Manager, Gauhati High Court, Guwahati.

(He is requested to upload the Notification immediately in the official website of the Gauhati High Court, Guwahati).

10. The Administrative Officer, Judicial Academy, Assam with a request to place the Notification before the Hon'ble Director, Judicial Academy and to circulate the same to the concerned trainee Officer.
11. The Private Secretary to Hon'ble Mr. Justice Kalyan Rai Surana, Gauhati High Court, Guwahati for his Lordship's kind information.
12. The CA to the Registrar General, Gauhati High Court, Guwahati.

(THE LIST OF OFFICERS HEREINABOVE IS NOT NECESSARILY IN ORDER OF SENIORITY)

4.11.2026

REGISTRAR (JUDICIAL)

GUIDELINES IN RESPECT OF FIELD TRAINING (COURT ATTACHMENT) PHASE OF THE TRAINING OF THE NEWLY RECRUITED 4 (FOUR) OFFICERS IN GRADE-III OF ARUNACHAL PRADESH JUDICIAL SERVICE

Guidelines for the District & Sessions Judges, Nominated Officers and the Trainees.

1. *The District & Sessions Judge shall keep a strict vigil on the* ***discipline and punctuality*** *of the trainees and in case of any deviance, report the matter to the High Court immediately.*
2. *The District & Sessions Judge shall* ***introduce the trainees to the Members of the Bar.***
3. *The leave of absence of the trainees shall be dealt with as per the guidelines formulated by the Hon'ble Gauhati High Court and communicated vide Notification No.JAA.23/2016/639 dtd.15.10.2016.*
4. *The trainees shall be* ***attached to the Officers nominated by concerned District Judge on rotational basis****. One trainee shall be attached with an Officer for a period of seven days and after that with another nominated Officer. The District Judge shall ensure that every trainee is attached with every nominated Officer on rotational basis. While preparing the roster, the District Judges shall ensure that a trainee is attached to both* ***Civil Court and Criminal Court for equal number of days*** *as far as possible. The District Judge shall also send a copy of roster to the High Court.*
5. *In every district, a coordinating Judicial Officer shall be appointed to look into the affairs relating to the field training of the trainees.*
6. *The service of the trainees shall be utilized with a view to increasing the disposal of the courts, wherein the trainees are attached.*
7. *The District & Sessions Judge, CJMs and nominated officers concerned shall take interest in imparting practical training to the Trainees open heartedly.*
8. *All the trainees shall be instructed to report to the coordinating Judicial Officer on daily basis.*
9. *The nominated officers, with whom the trainees are attached, shall not feel irritated for the presence of the trainees and they shall put all their possible endeavors to answer the queries posed by the trainees. In other words, there shall be a congenial environment of the training in the Courts.*

10. *District & Sessions Judges and CJMs shall ensure the presence of the trainees in weekly/monthly meeting of the Judicial Officers held in the respective districts.*

11. *The trainees shall* ***sit in the Court*** *with the Officer with whom they are attached at least one half of the day and during the other half they shall do following works-*

    a. ***Examining the case records.***

    b. ***Examining different registers, statements*** *etc.*

    c. *Preparing* ***Field Training Diary*** *to be maintained by the respective trainees.*

12. *The trainees shall also accompany the District & Sessions Judge/ Chief Judicial Magistrate during their* ***Jail Inspection****. At least three such visits during the whole period of field training is recommended.*

13. *The trainees shall spend at least two days inspecting the* ***record room*** *(both of District Judges establishment and CJM establishment) maintained in the district. They shall also examine the registers, which are maintained in the record room. The trainees shall spend at least one day inspecting the Court Malkhana, various registers maintained in the Malkhana. They shall also prepare the Malkhana inspection report in their field training diary.*

14. *The trainees shall spend one day to observe as to how* ***accounts*** *are maintained in the Office.*

15. *The trainees shall spend one day at the* ***District Legal Aid Cell*** *and observe its functioning.*

16. *The trainees shall be made familiar to the* ***work done in each and every table of the Office*** *of both of District Judges establishment and CJM establishment.*

17. *The trainees shall also spend at least one day in the* ***Nazarat Section & Copying Section*** *of the District Judges establishment and CJM establishment.*

18. *The trainees shall also attend at least three sittings of the* ***Juvenile Justice Board****.*

19. *The trainees shall also prepare a brief report on application of* ***computer technology*** *in the Courts of the Districts in which they are placed.*

20. *The trainees shall also spend at least one hour in the* ***Central Library*** *of the District Court.*

21. *The trainees shall also attend at least two* ***Crime Conference****s in the District along with District & Sessions Judge/ CJM.*

22. *The trainees shall also attend at least one* ***Lok Adalat*** *conducted in the district. They shall also attend at least one* ***legal awareness camp*** *conducted by the District Legal Service Authority.*

23. *The trainees shall attend at least 10* ***bail matter*** *hearing and 5 injunction matter hearing.*

24. ***Every trainee shall be asked to write at least 1 (one) draft judgment by the Nominated Officers.***

25. *The trainees shall be asked to prepare draft issues in Title Suits and Money Suits.*

26. *The trainees shall be asked to prepare at least 5 (five) draft injunction orders.*

27. *The trainees shall be asked to prepare draft questionnaires under section 313 Cr.P.C./351 BNSS, draft charges, draft bail orders.*

28. *The trainees shall be asked to prepare draft TIP and confessional statement, if any.*

29. *While examining the* ***case records*** *as mentioned in 11 (a) above special attention should be taken to examine the following –*

(a) At least ten warrant procedure cases.

(b) At least ten summons procedure cases.

(c) At least ten cases under Section 125 Cr.P.C./144 BNSS.

(d) At least twenty final report submitted by Police.

(e) At least five food adulteration cases.

(f) At least five forest cases.

(g) At least ten cases before Juvenile Justice Board.

(h) At least ten Title Suit cases.

(i) At least ten Money Suit cases.

(j) At least five Money Execution Proceedings

(k) At least five Title Execution Proceedings.

(l) At least five cases under Domestic Violence Act.

(m) At least 10 Misc. (J) cases for temporary injunction.

30. *While preparing* ***Field Training Diary,*** *the trainees shall maintain a record of how they have spent each and every day in the Court, they shall also mention what they have noticed during their observation in the court and in different departments and sections of the Office of the Court. They shall also mention about their observation on the case*

records, which they have examined. The Officer with whom trainees are attached shall certify the ***Field Training Diary*** *daily and the District & Sessions Judge shall certify the same every week.*

31. *Over and above these guidelines, the concerned District Judge is at liberty to expose the trainees to any other area / field as may be considered necessary by him.*

28.10.26

Research Officer
Judicial Academy, Assam