

Office of the Director,
West Bengal Judicial Academy,
AA-III/B-10, Rajarhat, New Town, Kolkata- 700 160
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No.- 484(13)/WBJA/P-01/2022-23

Dated Rajarhat, the 30th of Sept,2022

From: Sukumar Ray,
Director,
West Bengal Judicial Academy
Rajarhat, New Town, Kolkata- 700 160

To 1. The District Judge,
North 24 Pgs./South 24 Parganas/Hooghly/ Purba Medinipur/Paschim Medinipur/
Birbhum /Howrah / Darjeeling/ Dakshin Dinajpur / Coochbehar / Uttar
Dinajpur/Jalpaiguri/Paschim Bardhaman

Sub: - Induction Level Training Programme (P-01/2022-23)

Sir/Madam,

The Induction Level Training Programme for the officers in the rank of District Judge (Entry Level) who are promoted in the year 2020, will be held at the West Bengal Judicial Academy, Rajarhat, New Town, Kolkata, from 28/11/2022 to 09/12/2022.

The Course is strictly residential and the Trainee Officers shall have to stay in the Academy's hostel during the Training. The mess for food will be run by the Trainee Officers themselves on co-operative basis and they will be required to deposit the expenses for food for the said days to the Mess Manager, to be selected by the Trainee Officers. The Trainee Officers will be entitled to TA or DA as per the Government Rules.

The Hon'ble Court has been pleased to permit the nominated Officer(s) to leave the station for attending the programme. You are requested to fix the date for the Trainee Officers for leaving the station to attend the programme, considering the distance of the venue from the headquarter and to remain away therefrom till the programme is over, or soon thereafter, as the case may be, and the period of absence of the Officer(s) from the station shall be treated as "Leave on Duty".

You are also requested to make necessary administrative arrangements during the absence of the nominated Officer/s from the station.

You are further requested to direct the said Officer/s posted in your Judgeship, to report at the Academy **by 5.00 p.m.** on **27.11.2022**. The male Officers must be dressed in black Coat and Tie and female Officers must have black Coats during the training sessions.

The Trainee Officers are required to bring their Official Laptop.

The Trainee Officer/s must attend the training programme without fail. In case of emergency, exemption has to be sought for from the Hon'ble High Court, Calcutta, through the Registrar (Protocol), High Court, Appellate Side, Calcutta, in advance, with a copy to the Director, West Bengal Judicial Academy through proper channel.

Enclo.- List of Officers

Yours sincerely,

(Sukumar Ray),
Director, W.B.J.A