

# Gujarat State Judicial Academy



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SYLLABUS OF FIELD TRAINING DURING  
THE FOUNDATION/INDUCTION TRAINING  
FOR  
NEWLY RECRUITED CIVIL JUDGES &  
JUDICIAL MAGISTRATE FIRST CLASS

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**N O T E**

As per the directions of Hon'ble the Supreme Court of India, newly recruited Civil Judge and Judicial Magistrates at the initial stage after his posting at the District Headquarter is imparted training of 1 year, which is called Foundation-Cum-In Service Training Programme under the supervision of Gujarat State Judicial Academy. The Advisory Committee of the Gujarat State Judicial Academy has therefore, prepared a Training Programme of 1 year which is as under;

- |    |  |   |          |
|----|--|---|----------|
| 1. | Field training<br>(at the district headquarter at the place<br>of posting)   | - | 1 month  |
| 2. | Institutional Training at the Academy  | - | 2 months |
| 3. | Field Training in a Taluka Court, which<br>would be at the place of posting. | - | 1 month  |
| 4. | Training at the Academy  | - | 2 months |
| 5. | Field Training at the place of posting                                       | - | 1 month  |
| 6. | Training at the Academy  | - | 2 months |
| 7. | Field Training at the place of posting                                       | - | 1 month  |
| 8. | Integrative/Reflective training at the<br>Academy.                           | - | 2 months |

**DURING THE FIELD TRAINING OF FIRST PHASE AT DISTRICT HEADQUARTER ALONGWITH SYLLABUS, THE FOLLOWING INSTRUCTIONS ARE GIVEN TO THE PRINCIPAL DISTRICT JUDGES**

For effective and efficient field training, the Academy has requested the Principal District Judge to impart and supervise the same by keeping in mind the following guidelines.

- i) Not to impart any judicial work to the Trainee Judges.
- ii) To make necessary sitting arrangement for the Trainee Judges for Observation of Court proceedings of syllabus [A].
- iii) To direct the Trainee Judges to prepare Daily Reports regarding the activities done by them during the day and will submit their reports everyday to the Principal District Judge.
- iv) To go through the Daily Reports submitted by the Trainee Judges everyday and discuss the important points with the Trainee Judges and give them necessary guidance.
- v) To observe the trainee Judges as to how they take training, read the manual and show their readiness about the judicial proceedings.
- vi) To prepare a Weekly Confidential Report in a given format about the same in respect of each Trainee Judge and submit it to this Academy immediately after completion of a week's training.

**Format**

S/n.	Particulars	Details/Comments
1.	Name and Designation of Trainee Judge	
2.	Period of Report	
3.	Court in which Judicial Proceeding is observed	
4.	Whether the Trainee Judge has submitted the Daily Report regularly?	
5.	Whether the Trainee Judge has learnt the laws as per syllabus [B]?	
6.	Whether the Trainee Judge has attended any activities mentioned in syllabus [C]?	
7.	Remarks of the PDJ on following points:	

	<ul style="list-style-type: none"> <li>i) Taking of notes of the cases observed by the Trainee Judge.</li> <li>ii) Eagerness to know judicial proceedings.</li> <li>iii) Knowledge of instruction containing in Civil and Criminal Manuals.</li> <li>iv) General interest taken in field training by the Trainee Judge.</li> <li>v) Any other remarks on daily report.</li> </ul>	
8.	Opinion of the PDJ on scrutinizing the daily report and interaction with the Trainee Judge.	

**Syllabus for the first phase of the field training at the place of posting:**

**A] Observation of Court proceedings:**

Sr.	Duration	Particulars
1.	1 <sup>st</sup> Week	Sitting with Chief Judicial Magistrate
2.	2 <sup>nd</sup> Week	Sitting with Senior Civil Judge
3.	3 <sup>rd</sup> Week	Sitting with Chief Judicial Magistrate
4.	4 <sup>th</sup> Week	Sitting with Senior Civil Judge

**B] Learning of laws:**

B.1] Civil Manual:

S/n.	Chapter	Particulars	Rule
1.	I	Court and Office hours	1-6
2.	II	Institution of suits	7-28
3.	III	Appearance of defendants	29-42
4.	IV	Pleadings	43-45
5.	V	Pre-trial stages	46-56
6.	VI	Incidental Proceedings	57-61
7.	VII	Processes	62-180
8.	VIII	Despatch of Court business	181-204
9.	IX	Trial of Suits	205-220
10.	XI	Suits by or against special classes of persons	242-252
11.	XVII	Misc. proceedings requiring judicial inquiry	286-290
12.	XVIII	Misc. proceedings not requiring judicial inquiry	291-293
13.	XXII	Court fees and Process fees	439-451
14.	XXIII	Oaths and Affidavits	452-461
15.	XXVII	Judicial Officers	506-520
16.	XXIX	Lawyers, Lawyers' fee and Lawyers' clerks	573-593
17.	XXXVIII	Misc. General Orders	689-700

B.2] Criminal Manual:

S/n.	Chapter	Particulars	Para
1.	I	General	1-11
2.	II	Arrest and Investigation	12-40
3.	III	Process and Attendance of Prisoners and Witnesses	41-73
4.	IV	Enquiry and Trial by Magistrate	74-106

5.	VI	General rules as to inquiries and trial in Courts	133-215
6.	VIII	Affidavits	236-249
7.	IX	Child and Young offenders	250-256
8.	XIII	The Bombay Prevention of Begging Act, 1959	285-292
9.	XIV	Procedure in dealing with criminal lunatics	293-297
10.	XIX	Maintenance orders	344-345
11.	XX	Rules regarding unclaimed property	346
12.	XXIII	Court fees	404-406
13.	XXIV	Establishment, Petition Writers, Clerks of Lawyers and Holidays	407-415
14.	XXIX	Registers	444-445

**C] General:**

- C.1] To attend one Lok Adalat, Legal Literacy Camp.  
 C.2] To visit Jail, Observation Home and Juvenile Court with the Chief Judicial Magistrate.  
 C.3] To read law journals available in the District Court and to prepare a note.

**D] Questionnaire on Civil Manual :**

Read Civil Manual and write down the answer of the questions provided by the Academy in a full-scape note book in their own hand-writing and submit the same to the Academy at the time of Institutional Training.

**DURING THE FIELD TRAINING OF SECOND PHASE AT DISTRICT HEADQUARTER ALONGWITH SYLLABUS, THE FOLLOWING INSTRUCTIONS ARE GIVEN TO THE PRINCIPAL DISTRICT JUDGES**

For effective and efficient field training, the Academy has requested the Principal District Judge to impart and supervise the same by keeping in mind the following guidelines.

- vii) Not to impart any judicial work to the Trainee Judges.
- viii) To make necessary sitting arrangement for the Trainee Judges for Observation of Court proceedings of syllabus [A].
- ix) To direct the Trainee Judges to prepare Daily Reports regarding the activities done by them during the day and will submit their reports everyday to the Principal District Judge.
- x) To go through the Daily Reports submitted by the Trainee Judges everyday and discuss the important points with the Trainee Judges and give them necessary guidance.
- xi) To observe the trainee Judges as to how they take training, read the manual and show their readiness about the judicial proceedings.
- xii) To prepare a Weekly Confidential Report in a given format about the same in respect of each Trainee Judge and submit it to this Academy immediately after completion of a week's training.

**Format**

S/n.	Particulars	Details/Comments
1.	Name and Designation of Trainee Judge	
2.	Period of Report	
3.	Court in which Judicial Proceeding is observed	
4.	Whether the Trainee Judge has submitted the Daily Report regularly?	
5.	Whether the Trainee Judge has learnt the laws as per syllabus [B]?	
6.	Whether the Trainee Judge has attended any activities mentioned in syllabus [C]?	
7.	Remarks of the PDJ on following points:	

	<ul style="list-style-type: none"> <li>vi) Taking of notes of the cases observed by the Trainee Judge.</li> <li>vii) Eagerness to know judicial proceedings.</li> <li>viii) Knowledge of instruction containing in Civil and Criminal Manuals.</li> <li>ix) General interest taken in field training by the Trainee Judge.</li> <li>x) Any other remarks on daily report.</li> </ul>	
8.	Opinion of the PDJ on scrutinizing the daily report and interaction with the Trainee Judge.	

**Syllabus for the Second Phase of the Field Training at the  
place of posting:**

**A] Observation of Court proceedings:**

Sr.	Duration	Particulars
1.	1 <sup>st</sup> Week	Sitting with Chief Judicial Magistrate
2.	2 <sup>nd</sup> Week	Sitting with Senior Civil Judge
3.	3 <sup>rd</sup> Week	Sitting with Chief Judicial Magistrate
4.	4 <sup>th</sup> Week	Sitting with Senior Civil Judge

**B] Learning of laws: Read the Civil Manual and Criminal Manual**

B.1] Civil Manual:

S/n	Chapter	Particulars	Rule
1.	X	Judgment, Decree and Taxation of Costs	221-241
2.	XII	Mortgage Suits	253
3.	XIII	Proceedings under Indian Succession Act and Bombay Regulation VIII of 1827	254-269
4.	XVI	Insolvency Proceedings	280-285
5.	XIX	Execution of Decrees	294-402
6.	XXI	Instructions regarding Appeals in the High Court	428-438
7.	XXIV	Records	462-490
8.	XXV	Search or Inspection of Records	491-503
9.	XXVI	Copies and Copying Fees	504-505
10.	XXVIII	Establishment	521-572
11.	XXX	Post and Correspondence	594-623A
12.	XXXI	Holidays and Vacations	624-629
13.	XXXII	Libraries	630-635
14.	XXXIII	Returns	636-649
15.	XXXIV	Superintendence over Courts and Inspection	650-666
16.	XXXV	Accounts	667-686
17.	XXXVII	Annual Judicial Statements	688

B.2] Criminal Manual:

S/n.	Chapter	Particulars	Para
1.	V	Trials by Courts of Session	107-132
2.	VII	Muddamal Property	216-235
3.	XII	Probation of Offenders Act	275-284

4.	XV	Municipal Appeals Rules	298
5.	XVII	Appeals to the High Court and Superintendence and Revision and Transfer of Cases by the High Court	311-329
6.	XVIII	Execution of Sentence and Orders	330-343
7.	XXI	Records, Custody and Return of Records	347-376
8.	XXII	Copies and Translation	377-403
9.	XXV	Superintendence and Inspection	416-426
10.	XXVI	Libraries	427-432
11.	XXVII	Accounts	433-440
12.	XXX	Returns	450-464
13.	XXXI	Annual Report on the Administration of Criminal Justice	465-468

**C] General:**

- C.1] To attend one Lok Adalat, Legal Literacy Camp.  
 C.2] To visit Jail, Observation Home and Juvenile Court with the Chief Judicial Magistrate.  
 C.3] To read law journals available in the District Court and to prepare a note.

**D] Questionnaire on Criminal Manual :**

Read Criminal Manual and write down the answer of the questions provided by the Academy in a full-scape note book in their own hand-writing and submit the same to the Academy at the time of Institutional Training.

**DURING THE FIELD TRAINING OF THIRD PHASE AT DISTRICT HEADQUARTER ALONGWITH SYLLABUS, THE FOLLOWING INSTRUCTIONS ARE GIVEN TO THE PRINCIPAL DISTRICT JUDGES**

1. To entrust records of Civil Cases as stated in Clause- **"A"** , Part-I for framing of draft issues under the supervision of Principal District Judge or Additional District Judge or Senior Civil Judge as nominated ;
2. To direct the trainee Judges to write the model orders as stated in Clause **"A"** Part-II of under the supervision of Principal District Judge or Additional District Judge or Senior Civil Judge as nominated ;
3. To entrust records of Criminal Cases as stated in Clause **"B"** Part-I for framing of draft charge and plea and formulating draft further statement of accused under Section 313 of Cr.P.C. under the supervision of Principal District Judge or Additional Sessions Judge or Chief Judicial Magistrate as nominated;
4. To direct the trainee Judges to write the model orders as stated in Clause **"B"** Part-II under the supervision of Principal District Judge or Additional Sessions Judge or Chief Judicial Magistrate as nominated ;
5. To direct the trainee Judges to observe the Court proceedings in the first session ( before recess) with Court nominated by Principal District Judge and to observe the administrative work as stated in Clause **"C"** in the second session (after recess) in the respective branches of the District Court and prepare the critiques on the observation made by him;
6. To instruct the concerned Court officer to entrust the relevant record for observation of administrative work as stated in Clause **"C"** of the Syllabus.
7. To observe the trainee Judge as to how he takes interest in the training and shows his readiness to know about the judicial proceedings and administrative work;
8. To direct the trainee Judges to prepare a daily report on observation of judicial proceedings and critiques on observation of administrative work and submit to Principal District Judge;

9. To go through the daily reports and critiques. To interact with the trainee Judges and guide wherever necessary and submit the weekly confidential reports to the Academy as per prescribed form.

The Academy also requests the Principal District Judge to see that the newly recruited Judicial Officers perform their work accordingly to syllabus.

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## Syllabus for the Third phase of Field Training at the place of posting

### Observation of Court Proceedings.

- |    |  |   |           |
|----|--|---|-----------|
| 1. | Sitting with the Principal District Judge  | - | One Week  |
| 2. | Sitting with the Additional District Judge | - | One Week  |
| 3. | Sitting with the Senior Civil Judge        | - | Two weeks |
| 4. | Sitting with the Chief Judicial Magistrate | - | Two Weeks |

**INDEPENDENT JUDICIAL WORK SHOULD NOT BE ENTRUSTED TO THE 24 NEWLY RECRUITED CIVIL JUDGES DURING THE THIRD PHASE OF FIELD TRAINING**

### Clause "A" - CIVIL WORK

WORK TO BE DONE ON CIVIL SIDE UNDER SUPERVISION OF PRINCIPAL DISTRICT JUDGE OR ADDITIONAL DISTRICT JUDGE OR SENIOR CIVIL JUDGE AS NOMINATED BY PRINCIPAL DISTRICT JUDGE.

#### PART -I Framing draft Issues

1. Simple Money Suits
2. Rent Suits,
3. Bank Suits,
4. Recovery of Electricity Charges,
5. Suits for declaration and injunction and
6. Other simple Civil Suits

#### PART - II Writing draft orders

Note: *Writing of model orders on the following Civil Subject. The order shall contain paragraphs of the facts in issue, arguments of both sides, reasons (as far as possible at least one citation of Hon'ble Supreme Court or Hon'ble Gujarat High Court be referred) and final order:*

1. Order below application of appointment of commissioner/receiver.
2. Order of substitute service of summons.
3. Exparte Order below Ex.1 when defendant absent though

- served.
4. Order of withdrawal/ compromise.
  5. Judgment under order 8 rule 10
  6. Decree on admission
  7. Order under Sec.10 (Stay of Suit)
  8. Order u/s. 35(B) ( Cost for delay )
  9. Order u/s. 148(A) ( Caveat Application)
  10. Order under order 1 rule 10( To strike out the name of unnecessary parties)
  11. Order under order 7 Rule 10 ( return of plaint )
  12. Order under Order 7 Rule 11 ( Rejection of Plaint )
  13. Order under Order 9 Rule 2 ( Dismissal for want of process fees/plaint etc.,)
  14. Order under Order 9 Rule 3 (Dismissal for want of presence)
  15. Order under Order 9 Rule 4 ( Restoration )
  16. Order under Order 9 Rule 7 ( Setting aside of exparte order )
  17. Order under Order 9 Rule 13( Restoration of setting aside exparte judgment)
  18. Order under Order 22 Rule 2(Abetment of the suit )
  19. Order under Order 22 Rule 9 ( Restoration of setting aside abetment )
  20. Order under Order 23 Rule 1(1) ( Withdrawal of the suit )
  21. Order under Order 23 Rule 1(3)(Withdrawal with permission)
  22. Order under Order 23 Rule 3 (Compromise)
  23. Order under Order 5 Rule 19(A) ( Simultaneous service by post)
  24. Order under Order 6 Rule 17 (Amendment of the plaint )
  25. Order Under Order 7 Rule 18 ( Production of the document at belated stage )
  26. Order under Order 12 (Admission of the documents)
  27. Order under Order 16 Rule 6 (Summons for production of documents)
  28. Order under Order 17 (Application for adjournment)
  29. Order under Order 32(Appointment of guardian for minor defendant )
  30. Order Under Order 38 (Attachment before judgment )

### **Clause "B" - CRIMINAL WORK**

**WORK TO BE DONE ON CRIMINAL SIDE UNDER SUPERVISION OF SESSIONS JUDGE OR ADDITIONAL SESSIONS JUDGE OR CHIEF JUDICIAL MAGISTRATE AS NOMINATED BY SESSIONS JUDGE.**

### **PART – I**

1. Framing draft Charge in warrant triable cases .
2. Framing of draft Plea in Summons triable cases.
3. Formulating draft Further Statement of accused under Section 313 of Cr.P.C.

**PART – II Writing draft orders**

Note: *Writing of model orders on the following Criminal Subject. The order shall contain paragraphs of the facts in issue, arguments of both sides, reasons (as far as possible at least one citation of Hon'ble Supreme Court or Hon'ble Gujarat High Court be referred) and final order:*

1. Order below Production Application.
2. Order below Bail Application.
3. Interim order of Maintenance u/s. 125 of Cr.P.C.
4. Order under Section 91 for summons to produce documents or other things.
5. Order under section 97 for search for persons wrongfully confined.
6. Order u/s. 155(2) for investigation in non-cognizable offences by police.
7. Order u/s. 156(3) for investigation of cognizable offence by the Police.
8. Order u/s. 167(1) for police remand of the accused.
9. Order u/s. 167(2) for default bail of the accused.
10. Order u/s. 169 for release of accused when evidence deficient
11. Order u/s. 173 (5) for returning of the charge sheet due to defect.
12. Order u/s. 173(8) for further investigation
13. Order u/s. 202 for postponement of issue of process
14. Order u/s. 203 for dismissal of complaint
15. Order u/s.204 for issue of process
16. Order u/s.205 for dispensing of personal attendance of accused
17. Order u/s. 209 to commit the case to the Sessions Court
18. Order u/s.206 to alter the charge
19. Order u/s.239 to discharge the accused
20. Order u/s.257 for withdrawal of complaint
21. Order u/s.258 to stop proceedings
22. Order u/s. 299(1) to record evidence in absence of absconded accused.
23. Order u/s.311 to recall witness
24. Order u/s. 319 to proceed against other person appearing to be guilty
25. Order u/s. 320 compounding of offence
26. Order u/s. 321 withdrawal for prosecution

27. Order u/s. 345 Procedure in certain cases of contempt
28. Order u/s. 446-A for cancellation of bond and bail bonds.
29. Order u/s. 451 for custody and disposal of property pending trial in certain cases
30. Order u/s. 468 to dismiss the case filed after lapse of limitation
31. Order u/s. 473 order of extension of period of limitation.

## **Clause "C" ADMINISTRATIVE WORK**

### **PART – I CIVIL ACCOUNT**

1. Read Civil Manual Para 667 to 686
2. Verify the abstract of the Civil Register-C ( i.e. Sr.No., entry number of Civil Register-C, amount, case number, date of disposal if case is disposed of and the description of the amount i.e. amount of rent, cost etc.) at the end of July, 2006 drawn by the Nazir and submit the critique on how to dispose the amount due for payment is pending, if any i.e. amount of rent, cost, commissioner fee etc.
3. Verify the abstract of the Civil Register-C, Civil Cash Book-I and Treasury Pass Book-K drawn by the Nazir at the end of July, 2006 and submit critique on, how to rectify the differences noticed, if any, to the Principal District Judge.

### **PART –II CRIMINAL ACCOUNT**

1. Read Criminal Manual Para 433 to 437
2. Verify the Accounts' registers, Criminal Cash Book-I, Fine Register, Criminal Treasury Pass Book and verify the abstract of Criminal Register-C ( i.e. Sr.No., entry number of Criminal Register-C, amount, case number, date of disposal if case is disposed of and description of amount i.e. amount of surety, cost etc. )at the end of July, 2006, drawn by the Nazir and submit the critique on how to dispose the amount due for payment is pending, if any, i.e. amount of surety, cost, etc.
3. Verify the abstract of criminal register-C, Criminal Cash Book-I and treasury Pass Book-K, drawn by the Nazir at the end of July, 2006 and submit the critique on how to rectify the differences noticed if any, to the Principal District Judge.

### PART – III MUDDAMAL

1. Read Criminal Manual Para 216 to 235
2. Observe the Procedure of receiving, returning and disposal of muddamal.
3. verify the valuable muddamal custody and submit critique on arrangement(disposed cases and pending cases), neatness, security etc, of muddamal.
4. Verify the abstract of the pending valuable muddamal (i.e. Serial number, muddamal register number, criminal case number, date of disposal( if disposed), sessions case number or appeal number( if Sessions committed/appeal filed)) of the cases pending for disposal of muddamal at the end of July, 2006 and submit the critique to Principal District Judge on work of the disposal of the valuable muddamal.
5. Visit the muddamal room of non valuable muddamal, verify the abstract of the pending non valuable muddamal (i.e. Serial number, muddamal register number, criminal case number, date of disposal( if disposed), sessions case number or appeal number( if Sessions committed/appeal filed)) of the cases pending for disposal of muddamal at the end of July, 2006 and submit the critique to Principal District Judge on work of the disposal of the non valuable muddamal.
6. Observe other function of Nazir Branch

### PART – IV ADMINISTRATIVE BRANCH

1. Read Civil Manual Para 7 to 28
2. Verify the institution register, suit register and balance sheet of the Criminal Case and Civil Cases, prepared by the concerned officer at the end of June, 2006.
3. Verify the dormant case register, complaint box register, caveat register, F.I.R. register, stay register, movement register, watchman book etc, and submit the critique on how to curb the fault, defect or incompleteness observed, to the Principal District Judge.

PART – V LIBRARY

1. Read Civil Manual Para 630 to 635 and Criminal Manual Para 427 to 432
2. Visit the Library room and verify the books and registers maintained by the Librarian. Submit the critiques on arrangement, security, storage condition, neatness, binding of Journals and obsolete of books, etc.

PART – VI RECORD ROOM

1. Read Civil Manual Para 462 to 490 and Criminal Manual Para 337 to 349.
2. Visit the record room, and verify the classification of the record, arrangement, preservation, storage condition and destruction of old record and submit critiques on the same.
3. Read Civil Manual Para 7 to 28 and Criminal Manual Para 76 to 80 and 116 to 118, and verify the Roznama of the at least 50 contested cases and make entry into the daily report.

PART – VII COPY BRANCH

1. Read Civil Manual Para 504 to 505 and Criminal Manual Para 377 to 390
2. Visit the copy branch and verify the registers and account maintained for the copying and submit critiques on accuracy, pendency of work to the Principal District Judge.

PART – VIII ESTABLISHMENT BRANCH

1. Read Civil Manual Para 534 to 568 and 594 to 623.
2. Visit the Establishment branch and submit the critiques on working of the branch observed.

**DURING THE FIELD TRAINING OF FOUTH PHASE AT DISTRICT HEADQUARTER ALONGWITH SYLLABUS, THE FOLLOWING INSTRUCTIONS ARE GIVEN TO THE PRINCIPAL DISTRICT JUDGES**

1. To transfer petty Civil Cases as stated in **Part-I** of Clause **"A"** for framing of issues and conducting of trial to the trainee Judges.
2. To entrust records of other Civil Cases as stated in **Part-II(a)** of Clause **"A"** for framing draft issues under the supervision of Principal District Judge or Additional District Judge or Senior Civil Judge as nominated.
3. To direct trainee Judges to write model orders as stated in **Part-II(b)** of Clause **"A"** under the supervision of Principal District Judge or Additional District Judge or Senior Civil Judge as nominated.
4. To transfer the Petty Criminal cases as stated in **Part-I** of Clause **"B"** for framing of plea and conducting of trial.
5. To entrust records of other Criminal Cases as stated in **Part-II(a)** and **(b)** of Clause **"B"** for framing draft charge, formulating draft further statement of accused under Section 313 of Cr.P.C. under the supervision of Principal District Judge or Additional Sessions Judge or Chief Judicial Magistrate as nominated.
6. To direct trainee Judges to write the model orders as stated in **Part-II(c)** of Clause **"B"** under the supervision of Principal District Judge or Additional District Judge or Senior Civil Judge.
7. To observe each trainee Judge as to how he takes interest in training and shows his readiness to know about the Judicial Proceedings.
8. To direct trainee Judges to prepare a daily report and submit to Principal District Judge.

9. To go through the daily reports and interact with the trainee Judges and submit the weekly confidential reports to the Academy as per prescribed form.

The Academy also requests the Principal District Judge to see that the newly recruited Judicial Officers perform their work accordingly to syllabus.

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## Syllabus for the Fourth phase of Field Training at the place of posting

### "A"

#### **PART-I**

##### *Framing of Issues and conduct trial of petty Civil Cases like:*

- Simple money Suits
- Bank Suits
- Recovery of Electricity Charges

#### **PART-II**

WORK TO BE DONE ON CIVIL SIDE UNDER SUPERVISION OF PRINCIPAL DISTRICT JUDGE OR ADDITIONAL DISTRICT JUDGE OR SENIOR CIVIL JUDGE AS NOMINATED BY PRINCIPAL DISTRICT JUDGE.

##### *(a) Framing draft Issues in*

- Rent suits,
- Suits for declaration and injunction
- Other Civil Suits not covered under **Part-I** of **Clause-"A"**

##### *(b) Writing of model orders on the following Civil Subject. The order shall contain paragraphs of the facts in issue, arguments of both sides, reasons as far as possible at least one citation of Hon'ble Supreme Court or Hon'ble Gujarat High Court be referred) and final order.;*

1. Section 9 (expressly barred suit)
2. Section 9 (impliedly barred suit)
3. Section 11(Res Judicata)
4. Section 16 read with Order 7 Rule 10 (Return of plaint in view of immovable property situated not within the local limits of jurisdiction of the Court)
5. Section 20(neither defendant is residing nor cause of action does arise in the local limits of the jurisdiction of the Court)
6. Section 32 read with Order 16 Rule 12 (Penalty for default)
7. Section 46(Precepts)

8. Section 51 read with Order 21 Rule 30(execution of decree for payment of money)
9. Section 51 read with Order 21 Rule 32 (execution in decree for specific performance for the restitution of conjugal rights)
10. Section 55 read with Order 21 Rule 32 (Arrest and detention in executing decree of an Injunction)
11. Section 56 (Rejection of application for arrest of woman in execution of decree for money)
12. Section 58 read with Order 21 Rule 38 and 39 (Detention and release)
13. Order 21 Rule 46, 46A, 46B (Attachment of debt, share and other property belonging to garnishee )
14. Order 41 Rule 94 (Grant of Certificate to purchaser)
15. Order 7 Rule 11(d) (Rejection of plaint where suit is barred by any law)
16. Order 8 Rule 1 (Allowing to file Written Statement after 90 days)
17. Order 11 Rule 12(Discovery of documents)
18. Order 11 Rule 21 (Non compliance with order for discovery)
19. Order 12 Rule 2A(2)(Direction to pay cost for neglect or refusal to admit a document)
20. Order 16A Rule 7(Commission for examination of witness in prison)
21. Order 17 Rule 1(2)(c)( Rejection of application for adjournment)
22. Order 18 Rule 11( Allowing or rejection of objection)
23. Order 18 Rule 17( Recall and examine witness)
24. Section 75(g) read with Order 26 Rule 10B, 15 (Issue commission for Ministerial work)
25. Section 80(2) (Return the plaint for presentation after complying sub section 80(1))
26. Section 89 (Referring the case for settlement outside the Court)
27. Section 91 (Leave to file a suit for public nuisances)
28. Order 32 Rule 12(Application on attaining majority in suit by or against minor)
29. Order 33 Rule 9(Withdrawal of permission to sue as an indigent person)
30. Order 39 Rule 4 ( Order for injunction may be discharged, varied or set aside)

## "B"

### PART-I

#### Framing of Plea and Conduct trial of petty Criminal Cases like

- Prohibition Act
- Gambling Act
- Petty offences like u/s. 323, 504, 506, 279, 337 of I.P.C.
- Bombay Police Act Secs. 122( c ), 124
- Petty offences under M. V. Act

### PART-II

WORK TO BE DONE ON CRIMINAL SIDE UNDER SUPERVISION OF SESSIONS JUDGE OR ADDITIONAL SESSIONS JUDGE OR CHIEF JUDICIAL MAGISTRATE AS NOMINATED BY SESSIONS JUDGE.

- (a) Framing draft Charge in warrant triable cases .
- (b) Formulating draft Further Statement of accused under Section 313 of Cr. P. C. not covered under Part-I of Clause-B
- (c) Writing of model orders on the following Criminal Subject. The order shall contain paragraphs of the facts in issue, arguments of both side, reasons (as far as possible at least one citation of Hon'ble Supreme Court or Hon'ble Gujarat High Court be referred) and final order.:
1. Section 44(1)(Arrest the offender)
  2. Section 54 read with Criminal Manual Para-14(Examination on request of arrested person by medical practitioner)
  3. Section 70 (Issue of warrant of arrest)
  4. Section 82(Proclamation for absconding person)
  5. Section 83 (Attachment of property of person absconding)
  6. Section 89 (Arrest on breach of bond for appearance)
  7. Section 125(Order of maintenance to wife and children)
  8. 125(5)(Cancellation of order of maintenance)

9. Section 125(3) (Issue of warrant on breach of order for maintenance of wives, children and parents)
10. Section 126(2)(Order to set aside the ex parte order passed for maintenance)
11. Section 127(1)(Alteration in allowance in change of circumstances)
12. Section 127(2)(Cancellation of order of maintenance)
13. Section 159 (Power to hold investigation or preliminary inquiry)
14. Section 164 (Recording of confessions and statements)
15. Section 202(2) (Call upon complainant to produce his witnesses)
16. Section 210 ( Stay the proceeding of inquiry and call for a report)
17. Section 241 (Order of conviction on pleaded guilty)
18. Section 242(3)(Order to recall witness for further cross-examination)
19. Section 256 (Order to dispense the attendance of complaint and to proceed matter against accused)
20. Section 311 (Order to issue summons as Court witness)
21. Section 317(Separation of trial)
22. Section 329 (Postpone the trial of the unsound mind accused)
23. Section 350 (Order of punishment for non attending court by witness)
24. Section 357 (Final order in case of conviction for the offence under section 326 of Indian Penal Code and order of compensation)
25. Section 360(Order to release on Probation of good conduct)
26. Section 437(5)(Order for cancellation of bail and arrest)
27. Section 444(Order to discharge the sureties)
28. Section 446(2)(Order to imprisonment in Civil Jail for want of non recovery of penalty)
29. Section 457(Order of disposal of ornaments seized by police)
30. Section 457(Order of disposal of vehicles seized by Police)

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