

**PART E.—TRANSMISSION OF APPELLATE COURT'S ORDERS TO LOWER COURTS.**

The following rules are made by the High Court in regard to the transmission of Appellate Court's orders to lower Courts: -

**RULES**

1. **District Judge to send copies of his judgments to Senior Subordinate Judge:-** The District Judge will send copies of all his judgments on appeal to the Senior Subordinate Judge.
2. **Senior Sub-Judge to send it to Court concerned:-** The Senior Subordinate Judge will transmit the copies to the original Court for information and return direct to the Record Keeper, to whom the original records will be sent at once.
3. **Senior Subordinate Judge to send copies of his judgments to Court concerned:-** The Senior Subordinate Judge will send copies of all his judgments on appeal to the original Court for information and return direct to the Record-keeper, to whom the original record will be sent at once.
4. **Form to be attached by appellate Court to original record:-** Appellate Courts will attach to the original record the following form: -

Date

Copy of judgment attached by District Judge:  
 Copy of judgment attached by Senior Subordinate Judge:  
 Copy of judgment dispatched by Senior Subordinate judge:  
 Copy of judgment received by Record Keeper:  
 (Translation is/is not attached)  
 (It will be simpler to have only one form)

- 4 (a) **Running list of the record keeper:-** The Record-keeper will maintain a running list prepared from the above form of all cases in which copies of judgments have been sent out. When the copies of judgments are returned to him by the original Courts, he will add them to the records, fill in the date of receipt, and strike those cases off his running list.
- (b) If copies are not returned within 10 days of dispatch he will issue a reminder (which should be on a printed form) and if that is ineffective, report the matter to the dispatching Court.
- (c) The running list will be in the following form: —

Name of case	Date of dispatch	Date of reminder, if any

- (d) The reminder will be in the following printed form: —

To the Court of.....  
 A copy of the judgment of the.....was  
 despatched to you by the.....on the.....and  
 has not yet been received by the Record-keeper. Please return at  
 once.  
 Date.....  
\_\_\_\_\_Record-Keeper.

6. **Sending for records from record-room:-** Officers presiding over Subordinate Courts held at the District Headquarters, if in any particular case they desire to see their original record, will be allowed to call for it, provided that it must not leave their Court room.

7. **Fast and Secured Transmission of Electronic Records (FASTER):-** The e-authenticated copies of interim orders, stay orders and record of proceedings of the courts transmitted through Fast and Secured Transmission of Electronic Records (FASTER) system shall be valid for compliance of the directions contained therein.

**{ Rule 7 inserted vide C.S. no. 83 Rules/II.D.4 dated 22.9.2022 }**