

**AGENDA
RESOURCE PERSONS**

**TRAINING PROGRAMME FOR THE STAFF MEMBERS OF MADURAI BENCH OF
MADRAS HIGH COURT IN THE CADRE OF ASO/ASSISTANT (BATCH - II)**

TIMING 10.00 A.M. TO 5.30 P.M. DATE 24 TH FEBRUARY 2018 (Saturday)

	INAUGURATION	Tmt. A.Nazeema Banu, Additional Registrar General.	10.00 A.M to 10.10 A.M
SESSION	SUBJECT	FACULTY	TIMING
1	Appellate Side	T.V.Rajeswari, CO/SO/AE	10.10. A.M. to 11.30 A.M.
TEA BREAK 11.30.A.M. TO 11.45 A.M.			
1(a)	Appellate Side (Session Continue)	T.V.Rajeswari, CO/SO/AE	11.45 A.M. to 12.00 P.M.
2	Criminal Side	S.Christhuraj, CO/SO/AE	12.00 P.M. to 1.30 P.M.
Lunch Break (1.30 P.M. to 02.00 P.M.)			
3	Administrative Side/General Introduction to records E.R/V.R	A.Joseph Savariraj, CO/SO/AE	02.00 P.M. to 02.45 P.M.
4	Judicial Department (Posting & Notice)	K.S.Munusamy CO/SO/AE	02.45 P.M. to 03.30 P.M.
5	CO Department/ CO Drafting	M.Rajendran CO/SO/AE	03.30 P.M. to 04.15 P.M.
TEA BREAK 04.15 P.M. TO 04.30 P.M.			
6	Introduction to E-Filing and Computer Networking/ Installation	K.Sundaresan Sub Assistant Registrar (Judl.) M.Mohammed Ismail System Analyst	04.30 P.M. to 05.00 P.M.
7	Translation & Printing, Supreme Court Section / Press Copy	K.Pugazhenth, CO/SO/AE	05.00 P.M. to 05.30 P.M.