



PRADESH JUDICIAL ACADEMY, SHIMLA

16 Mile, Shimla- Mandi National Highway, District Shimla-14
[Est. vide Notification No. Home (E) 3-17/2003-II dated 24th November 2005]

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Ref. No. HPJA/ Trg /PS//Bailiffs-2025- 1721-1735

Dated: 29.6.2026

To

The Ld. District & Sessions Judges,
Kangra at Dharamshala, Sirmaur at Nahan, Bilaspur,
Chamba, Hamirpur, Kinnaur at Rampur Bushehr, Kullu,
Mandi, Shimla, Una & Solan (Himachal Pradesh)

Subject: Two-day Training on “Service and Execution of Processes” for the Bailiffs and Process Servers working in the District Judiciary.

Sir/Madam,

“Jai Hind”

I have the honour to say that the Academy has **scheduled two days training on “Service and Execution of Processes”** for the **Bailiffs and Process Servers** working in the District Judiciary of Himachal Pradesh, in the Academy premises on 13.7.2026 & 14.7.2026.

It is, therefore, requested that **03 Process Servers** from your respective Civil and Sessions Division may please be nominated to participate in the aforesaid training programme and the list of nominated officials be sent to the Academy.

It is further requested that *those officials, who have already undergone this training may not be nominated again, and priority may be given to those process-servers, who have been inducted in service in past five years.*

It is also requested that the nominated participants may be directed to *attend the training in appropriate, formal, modest and decent attire in sober colours* as per the Himachal Pradesh Government instructions. *Casual and party attire, such as, T-Shirts, Jeans etc. shall not be permitted.*

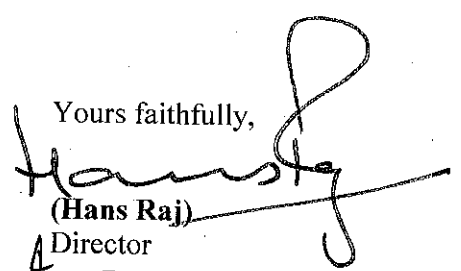
It is further requested that once the nomination of trainee-participants has been made and forwarded to this office, no exemption or leave of any kind may generally be granted.



The nominated officials may also be informed that Academy shall provide accommodation to the participants only and the participants are not allowed to bring their family members/relatives to reside with them in the accommodation proved by the Academy

Thanking you,

Yours faithfully,

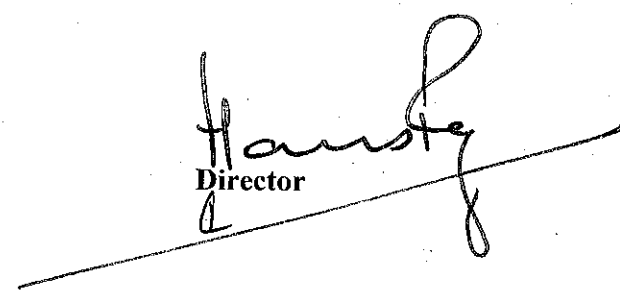

(Hans Raj)

Director

Dated: 29.6.2026

Endst. No. HPJA/ Trg /PS//Bailiffs-2025- 1721-1735

1. The Principal Private Secretary to the Hon'ble the Chief Justice (Hon'ble patron-in-Chief of the Academy), High Court of H.P., for Information, please; (email only).
2. The Secretary to Hon'ble Mr. Justice Ajay Mohan Goel, Judge, High Court of Himachal Pradesh (Hon'ble President of the Academy); for information, please (email only).
3. The Worthy Registrar General, High Court of Himachal Pradesh, Shimla, for information, please. (email only).
4. The System Analyst of Academy with the direction to upload it in the Academy website.


Director