

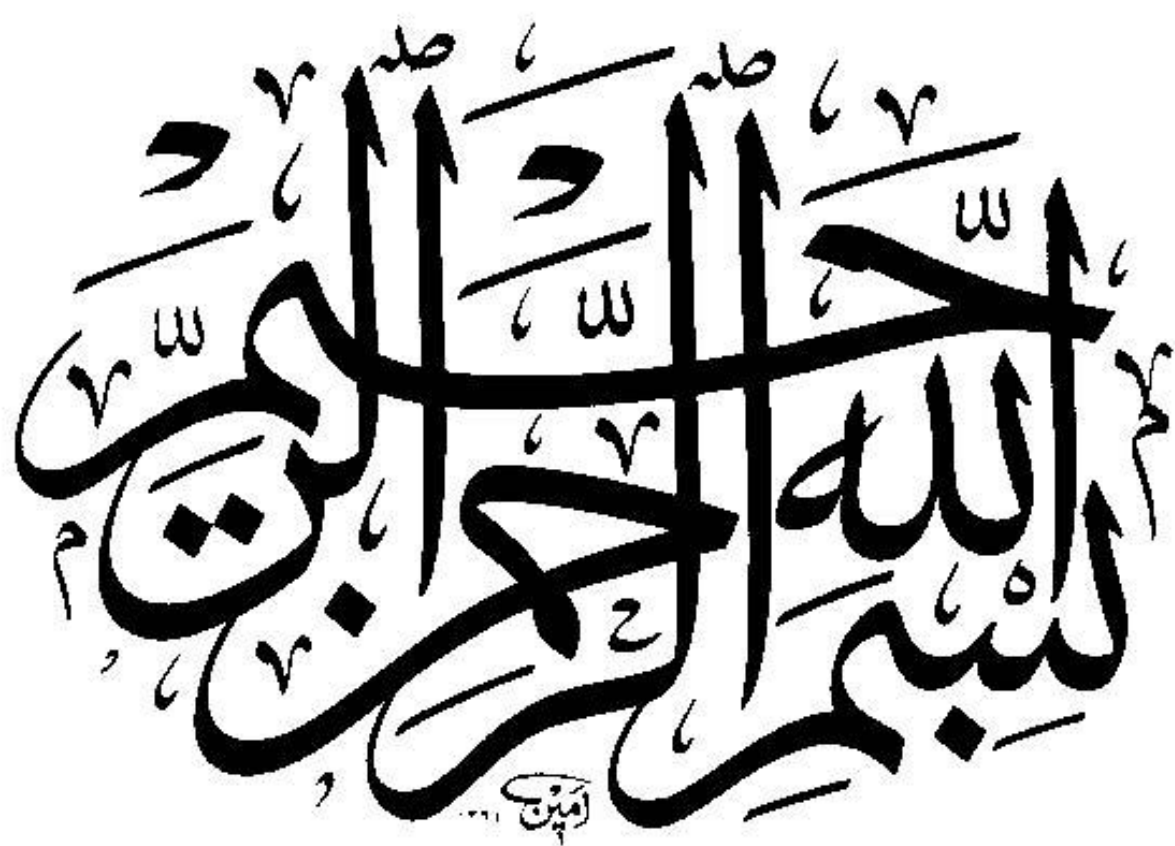


19- 23 August 2014

## Office and Case Management – Court staff Report: 02 (Process Serving Agency)

*Prepared by: Qazi Ataullah*

*Finalized by: Dr. Khurshid Iqbal*



## Contents

1. Executive Summery .....	4
2. <i>Background</i> .....	5
3. Introduction .....	6
4. <i>Proceedings</i> .....	9
5. Recommendations .....	16
5. <i>Evaluation</i> .....	17
6.1 <i>Pre Evaluation</i> .....	17
6.2 Post Evaluation .....	18
6.3 <i>Comparative Statistical Statement of Pre &amp; Post Training Evaluation</i> .....	19
6.4 <i>Consolidated Resource Person Evaluation by Trainee</i> .....	20
<i>Annexure</i> .....	21
Schedule of Activities .....	22
<i>List of participants</i> .....	23
Annexure - Pre Evaluation Performa .....	25
Annexure - Post Evaluation Performa .....	26
<i>Group Photo</i> .....	27

## 1. Executive Summery

In 2013-2014, while running Phase-I of training programs, the Academy successfully completed a series of trainings for Judges and Court staff on “Case and Court Management” and “Office and Court Management”. This success led to another LOA with the UNDP. Now, as Phase-II of the program, the Academy has rolled out various training courses. The contents of courses have been selected from the three manuals, already prepared by Faculty after a TNA (Training Need Assessment). Considering the suggestions of the participants of Phase-I training programs, necessary changes have been introduced to the contents. Some innovations could, therefore, be seen in the topics.

The proper training of the Process Serving Agency is as important as the training of judges themselves. The need of a skillful process server is not less than that of a skillful judge. In order to enhance the capacity of the members of process serving agency, the Academy, with the support of the UNDP, conducted 03, 05- day training courses for the agency, at Summer Camp of University of Peshawar, Bara Gali.

This report encompasses the activities carried out in the first of such trainings. A number of 25 process servers from Haripur and southern districts of Kohat, Bannu and Karak participated. All learned resource persons were available. No lecture or other activity missed. Resource persons were specially requested to fit the standard of delivery to the level of the understanding of the trainees. In this connection, Urdu language was selected as medium of instructions. More emphasis was placed on practical exercises. The performance of trainees was up to the mark. Modern devices and gadgets were utilized during the training. Nevertheless, some activities, such as writing of feedback, class presentations and other home assignments were carried out manually due to the hilly nature of the training centre; off and on power outages into some extend insufficient number of the devices.

On 23 August, 2014, concluding ceremony was held. Worthy Director General congratulated the trainees on successful completion of training. CR (Class Representative) presented his remarks. Certificates were distributed amongst the participants. They were seen off by Director General and other Faculty members with a piece of advice and thanks.

## 2. Background

Khyber Pakhtunkhwa Judicial Academy (KPJA) was established with the objective to build capacities of all the justice sector institutions and service providers, particularly judicial officers, court staff, prosecutors and lawyers. UNDP initiated Strengthening Rule of Law in Malakand Project in 2012. The start of the SRLM project coincided with the establishment of KPJA. This coincidence also presented an opportunity and confluence of interest between KPJA and SRLM UNDP. The Project aims at building capacity of justice sector service providers for better service delivery. The aim of the project and the mandate of KPJA converged and the two institutions agreed to work together for developing capacities of the justice sector service providers for better service delivery for the people of Malkand region in particular and the people of KP in general. It was also realized that KPJA being the mandated institution also needs capacity support in different areas. This was also agreed and has been done under the SRLM project. Hence the framework of cooperation of SRLM UNDP and KPJA included providing support to KPJA and organizing training for justice sector service providers.

Court staff plays an important role in the administration of justice. Skilled, efficient, honest, and dedicated court staff is, nonetheless, necessary. Being part and parcel of a court, it provides necessary ministerial support to the judge, at every stage of litigation process. Satisfactory performance of court staff is essential for the overall efficiency of the justice system. Like judges, the court staff also needs to know the rules of procedure and practice. This will ensure quality as well as delay reduction. Indeed, lack of training results in mistakes of application of rules of procedure. The training to the court staff was imparted in various thematic areas of their job description. These trainings are continuation to create formal training opportunities for court staff at provincial level. It is hoped, it will not only enhance the skills and quality of work of the court staff in the KPK, but will also set new trends in judicial education at the national level. The academy, in collaboration with UNDP, organized five trainings on office and case management for court staff.

### 3. Introduction

No doubt the Criminal Justice System plays a significant role in the dispensation of justice; nonetheless, it is the Civil Justice System that ensures and safeguards the rights of the people. The former is primarily concerned with imposing punishments [a matter of interest for the Government] whereas the latter provides for remedying and compensating the aggrieved. The importance of the latter is, therefore, quite evident. It would be astonishing for many that this system, to a great extent, depends upon the role of Process Serving Agency. The quality of justice has a direct nexus with the quality of the courts' process. The law not only requires the commission of some act, it demands that the act should be committed in a proper and prescribed manner, legally known as "Due Process". The Code of Civil Procedure has given a special procedure for service of court process.\* Service *ultra vires* of the procedure is a nullity. An irregularity in the service of process may vitiate a judgment based on solid reasons, despite the fact that the judge has really arrived at the right conclusion. Imagine what a great loss it would be. The precious time of the court, the time and wealth of the litigants and much more; all would go in squander. The proper training of the Process Serving Agency is as important as the training of judges themselves. The need of a skillful process server is not less than that of a skillful judge.

In order to enhance the capacity of the personnel of the courts' process serving agency, the Academy, with the generous support of the UNDP has arranged 05, 05 day training courses for the agency. The present report encompasses the activities of the first of such trainings that was conducted in the summer campus of Peshawar University at Natia Gali.

The modules of the course were carefully prepared by the Faculty, keeping in view the level and needs of the participants. To get the process servers oriented with the law governing the service of process, one topic "Relevant Legal Provisions" was included. Diary of the process server carries the record of the carried out orders. One topic under the caption of "How to maintain the Diary?" was selected. The feedback of our previous trainings drew our attention to practical aspects of the topic and two classes were allocated for practical exercise; one for summons and other for warrants. Besides, one separate class was specified for preparation of summons. Conduct of the process server matters a lot. So a lecture on the conduct was included. In civil proceedings, spot inspections are on and off needed. How to inspect the

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\* See Order V of the Code with relevant Forms.

spot? how to prepare a report on such inspection? are quite hard and cumbersome. Course contents, therefore, carries one lecture on this subject. To take the support of the religion for achieving the goals of the training, ethics were included in the contents.

The Faculty has exceptionally qualified and richly experienced permanent as well as visiting members. Both delivered lectures during the training. In visiting members, Mr Niaz Muhammad Khan Special Custom and Anti-smuggling Judge, the then Registrar of Islamabad High Court and Miss Nusrat Yasmeen Judge Labor Court are worth mentioning. Both have vast knowledge and rich experience. Dr Khursheed Iqbal is District & Sessions Judge, presently working as Dean Faculty, KPJA. Qazi Ataullah and Mr Asghar Ali Salarzai are Civil Judges currently working as Director Instructions and Incharge Mediation Center respectively. Ataullah is about to complete his PhD thesis. In addition, these resource persons have successfully completed various TOT (Training of the Trainer) courses in the Academy. The Faculty has preferred judges over purely academic personalities. The reason is obvious. Judges could better feel the difficulties of the staff. They know where the shoe pinches. They could easily diagnose the disease and could skillfully treat it. All the trainers have been teaching in the Academy since its inception.

With regard to the methodology of our training, we opted for a participatory approach. Our training resource persons focused on practical aspect of learning more than theory. For the reason that a majority of the participants were not acquainted with English language, Urdu language was used as the medium of instruction. Another reason for using Urdu as a medium of instruction was that the some of the participants were Pashto speaking while some others were Hindko speaking. The experience proved to be highly successful. Each and every session was followed by a question answer session.

25 process servers participated in the training. They came from Haripur, Kohat, Bannu and Karak districts. Their performance round the training remained up to the mark. We found them obedient, punctual, highly disciplined, hard working and men of principles and good manners. The group consisted of both senior and junior colleagues.

For they were hailing from different districts, there was a colorful combination of various cultures. On successful completion of training, the Academy awarded them certificates.

**Qazi Ataullah,**

Director Instruction



## *4. Proceedings*

### **4.1. Day-01**

#### **A. Registration and Pre Evaluation:**

At first session, registration of the participants and their pre-training evaluation were conducted. The participants filled up the relevant forms and also answered the queries put to them for self assessment purposes. Both processes were conducted manually.

#### **B. Inaugural session**

The inaugural session commenced with the recitation from the Holy Quran. Mr. Asghar Ali Salarzai, Incharge Mediation Centre introduced the KPJA team. He highlighted the objectives of the training. He also discussed the necessary rules and asked the participants to abide by it around the training. He advised the trainees not to hesitate in contacting any member of the administration branch in case of any inconvenience regarding their boarding and lodging.

Worthy Director General Mr. Hayat Ali Shah in his introductory remarks formally, welcomed the participants. He began with brief explanation of objectives and purposes of the training. He remarked that the Academy, right from its inception, has tried its best to impart quality training to all the stakeholders of the justice sector. He clarified that it was the only way to enable them provide best services to the real beneficiaries of the system. He highlighted the importance of process severing agency, saying that it would be astonishing for many that Process Serving agency is the very first accessory of the court in dispensation of justice. He informed the participants that they were the first quite fortunate batch to receive training outside the premises of the Judicial Academy. Even judicial officers have not received training in such beautiful panoramas of Galiats. Further, no other academy of this country has ever arranged trainings in the countryside. The weather in Peshawar was too hot. The environment was dangerously dusty. This situation drew our attention to provide you favorable circumstances for training. He asked the Dean Faculty, Dr. Khurshid Iqbal to explain course description for training.

While highlighting the course contents, Dr. Khurshid said the contents were prepared according to the needs and nature of the job of the trainees. He informed that the suggestions and opinions of the participants of Phase-I training program had been meaningfully considered. He also pointed out that the Academy had requested the resource persons to

emphasize on the practical aspects of the course. He hoped, that the training will not only enhance the skills and quality of work of the court staff in the KP, but will also set new trends in judicial education at the national level.

### **C. Lecture –I**

The first lecture was delivered by Mr Asghar ali Salarzai. His topic was “Summons”. At the beginning, he had an interactive session with the trainees and inquired about their length of service. Later on he asked the participants to define a “Summons”. At the end of the process, a comprehensive definition was developed from the scattered definitions of participants. In the second half of his lecture, he described its kinds and drew a clear distinction between notice and summons. He also referred to relevant sections and Orders of the Code of Civil Procedure (CPC). Expressing his astonishment, he said that even a considerable number of lawyers and judges don’t have any know how regarding the Job Description of Process Servers. The lecture was followed by Q&A session. The process servers mentioned some of their problems and requested that should be timely addressed.

### **D. Lecture-II**

Miss Nusrat Yasmeen, Presiding officer of labour court Peshawar, delivered her lecture on “Process Server Diary”. In her introductory remarks, she said that judicial system primarily depends on performance of process server. She stressed that process server should have their own diary. In this connection, she thoroughly discussed Order V of CPC. Her methodology was interactive. She advised the participants to be honest and to avoid false report writing. The entries in the diaries must be correct, certain and complete in all respects. She informed the trainees regarding the significance of diaries and told that their diaries may be subjected to enquiries and that these diaries, sometimes, maybe produced and considered as piece of evidence. Her lecture was followed by Q&A session.

## **4.2. Day-02**

### **A. Lecture-I**

On day-2, the training resumed with the recitation from the Holy Quran, Dr. Khurshid Iqbal, Dean Faculty welcomed the participants of the training and asked the participants to introduce themselves. The Resource person discussed in detail his topic “Spot Inspection by process server”. To assess the know-how of the trainees on the subject, he put some queries to them. With this, Interaction started between the Resource person and the participants. The resource person quoted a case that, A filed a suit against B to stop construction on a piece of land. A Civil judge issued interim injunction against B. Notice and summons were taken out. The judge wrote the phrase “Status quo”.

He asked the trainees that what they knew about “Status quo”. Participants were found reluctant to answer. The resource person then highlighted the phrase. He advised them that whenever they go to the spot for inspection, and find that construction in progress despite the courts order. They should warn him to comply with the orders of the court in words and spirit, to stop the work and not to alienate any right in the disputed property. This would help in the hearing of contempt application, if any. The resource person clarified that it was the statement of process server in such applications and his deposition before the court that determines the fate of issue of contempt. At the end, the resource person answered questions of the participants.

### **B. Lecture-II**

Mr. Shahid Khan D&SJ discussed in detail the topic “Knowledge of Legal provision regarding Summonses”. He shared his experience with participants. Then, he discussed various kinds of summonses. Round the lecture, he focused on practical aspect of the subject. This practice rendered his lecture more demonstrative and less descriptive.

The learned resource person, after highlighting the literal and technical meaning of summons, searched out a comprehensive definition of a summons and said that it simply meant to call a person to attend the court. He elaborated the relevant sections of CPC i.e 26, 27, 28, 29 and

32. He also explained the modes of service of summonses in other districts, tribal areas and abroad.

The lecture was followed question and answer session.

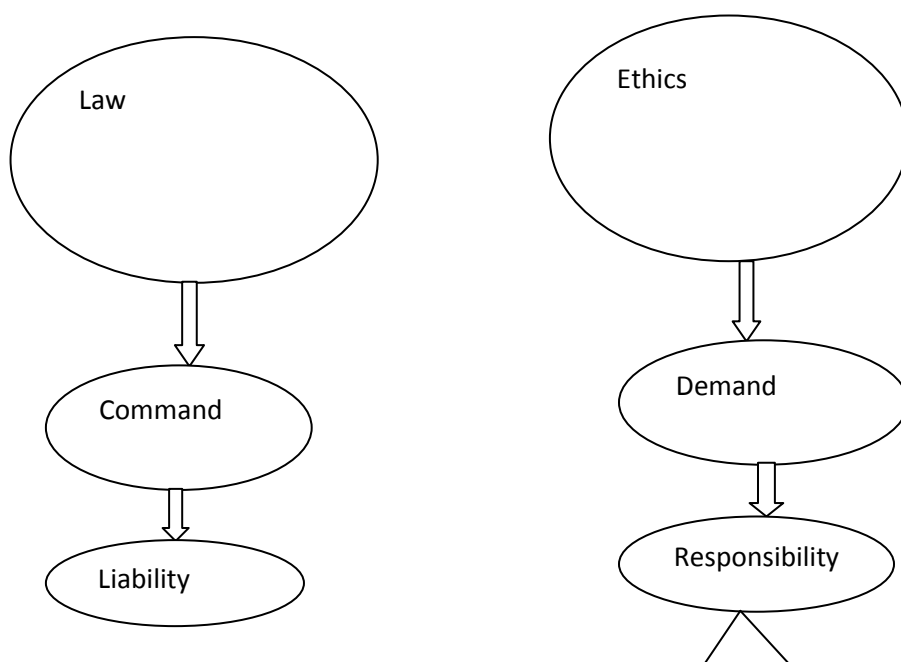
### 4.3. Day-03

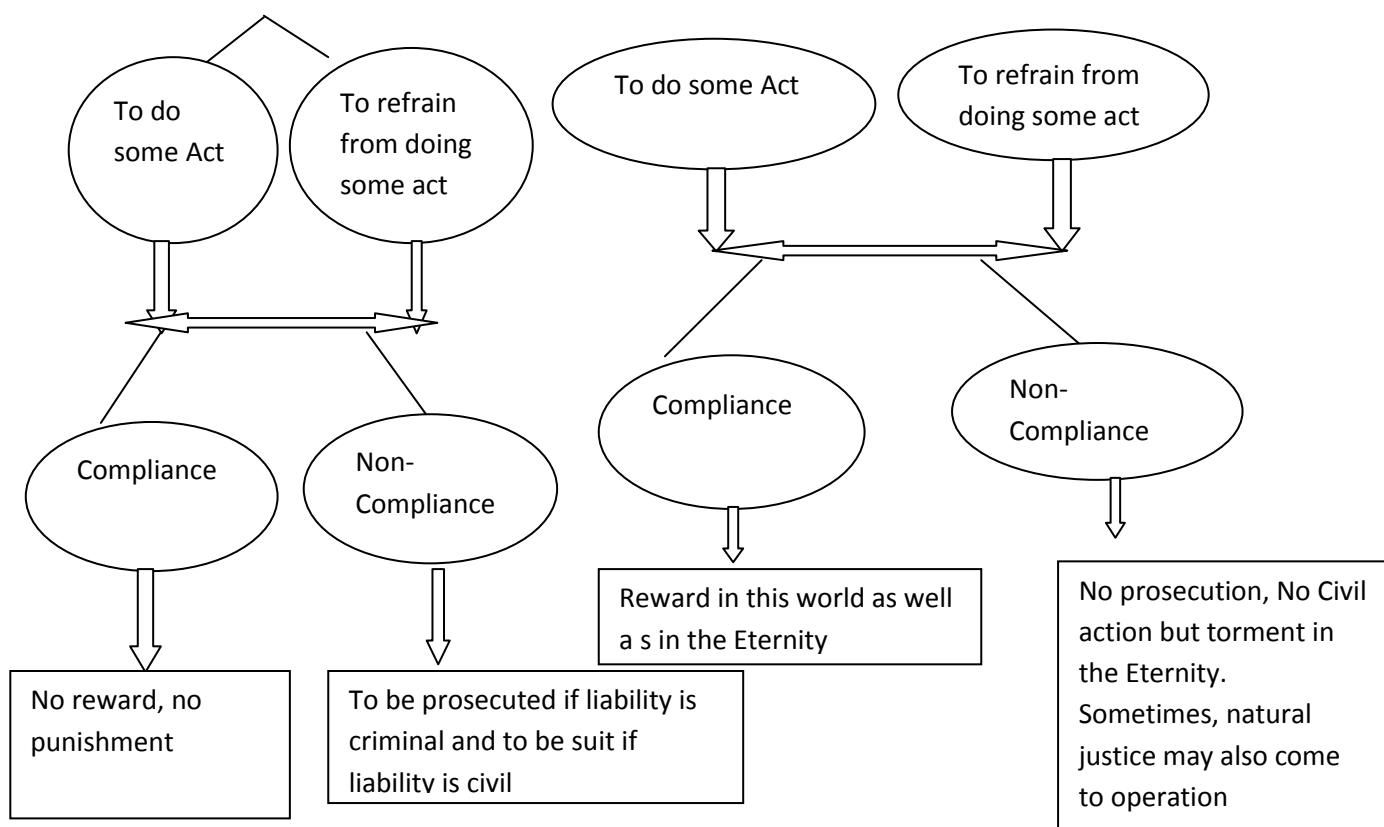
#### A. Lecture-I

Qazi Ataullah, Director Instructions- delivered his lecture on “Ethics”. He drew a clear distinction between “Law and Ethics” and clarified that though both concepts were distinct but complementary to each other. The former imposes liabilities whereas the later creates responsibilities. The relation between law and Ethics is somehow that of rules of Law and principles of Equity. The outcome of application of Law is legal justice whereas the outcome of Law along with the application of principles of Equity is equitable Justice. For prosperity, development and progress, we need the later kind of Justice, not the first one.

Resource person explained the significance of ethics in the duties of a process server. He, further explained that sometimes a process server may not be held liable due to the apparent completion of his legal liabilities, nevertheless, his such performance would take the destination miles away due to non-completion of moral values.

False reporting, lame excuses of lack of time and neglecting of requirements of “Due Diligence” and much more of this kind are but the fatigues of ignoring demand of Ethics. Demonstration was made with the help of following chart.





## B. Lecture-II

The topic of the lecture was ‘Notices’. The learned resource person Qazi Ataullah, after determining the know-how of the participants about the subject, referred to the solitary definition of notice written by Mr. Justice Dr. Tanzeel ur Rahman in his famous book “*Qanuni Luqhat*”. He, then, searched out 07 differences between a Summons and Notice. He also described the various kinds of notices and informed the trainees that notices maybe taken out in more than 35 places, as per Sections and rules of the Code of Civil Procedure (CPC). He said that a summons may include a notice but not the vice versa.

The methodology was, due to the hardness of the topic, less participative and more descriptive. Nevertheless, the participants were put to some practical aspects of report writing on notices.

The lecture was followed by Q& A sessions.

## **4.4 Day- 04**

### **A. Lecture-I**

On Day 04, Mr. Niaz Muhammad Khan, Special Custom and Anti-smuggling Judge delivered his lecture on “Code of Conduct”. The session began with introduction of the resource person and participants. He adopted participatory approach, and discussed in detail the various aspects of code of conduct. He emphasized that law and ethics always go together. Almost every religion of the world places more emphasis on moral responsibilities as compared to legal liabilities. He advised the trainees to adhere to moral values as the mere completion of legal obligations alone would not sever the purpose.

The lecture was followed by active Q&A session.

### **B. Lecture-II**

In the second session, Mr. Asghar held a practical class, and divided the participant’s into three groups. He assigned the following topics. Each group was to work on one of the topics. Topics were: “Warrants”, “Summonses” & “Notices”. The participants selected a group leader for their group and started preparation on the topic. Every group leader was given 10 minutes to make a presentation. At the end of the session, each group deposited copies of their presentations with Faculty assistant.

The proceedings were followed by Q&A sessions, wherein the participants focused on common mistakes committed in report writing.

## **4.5 Day-05**

### **A. Post evaluation; 1hr**

During the first session, the post-training evaluation was conducted. The participants filled up the relevant forms and also answered the questions put to them for self-assessment purposes. Both processes were conducted manually.

### **B. Concluding Ceremony**

Worthy DG asked Mr. Asghar Ali Salarzai to start off. Mr. Salarzai invited Mr. Haroon, participant of the course, to recite few verses from the Holy Quran. Mr. Salarzai then lauded the participants for their excellent behavior round the training. Mr. Haroon, in his capacity as class representative, presented his remarks. He presented a piece of poetry wherein he highly admires the performance of Academy's officials. Representative of the UNDP, Madam Imrana was also present on the occasion. Worthy DG then distributed certificates. He saw of the participants with thanks and piece of advice. The participants were offered High Tea.

## 5. Recommendations

Following are the recommendations, expressed by the participants either in their feedbacks or in their discussion during Q&A sessions.

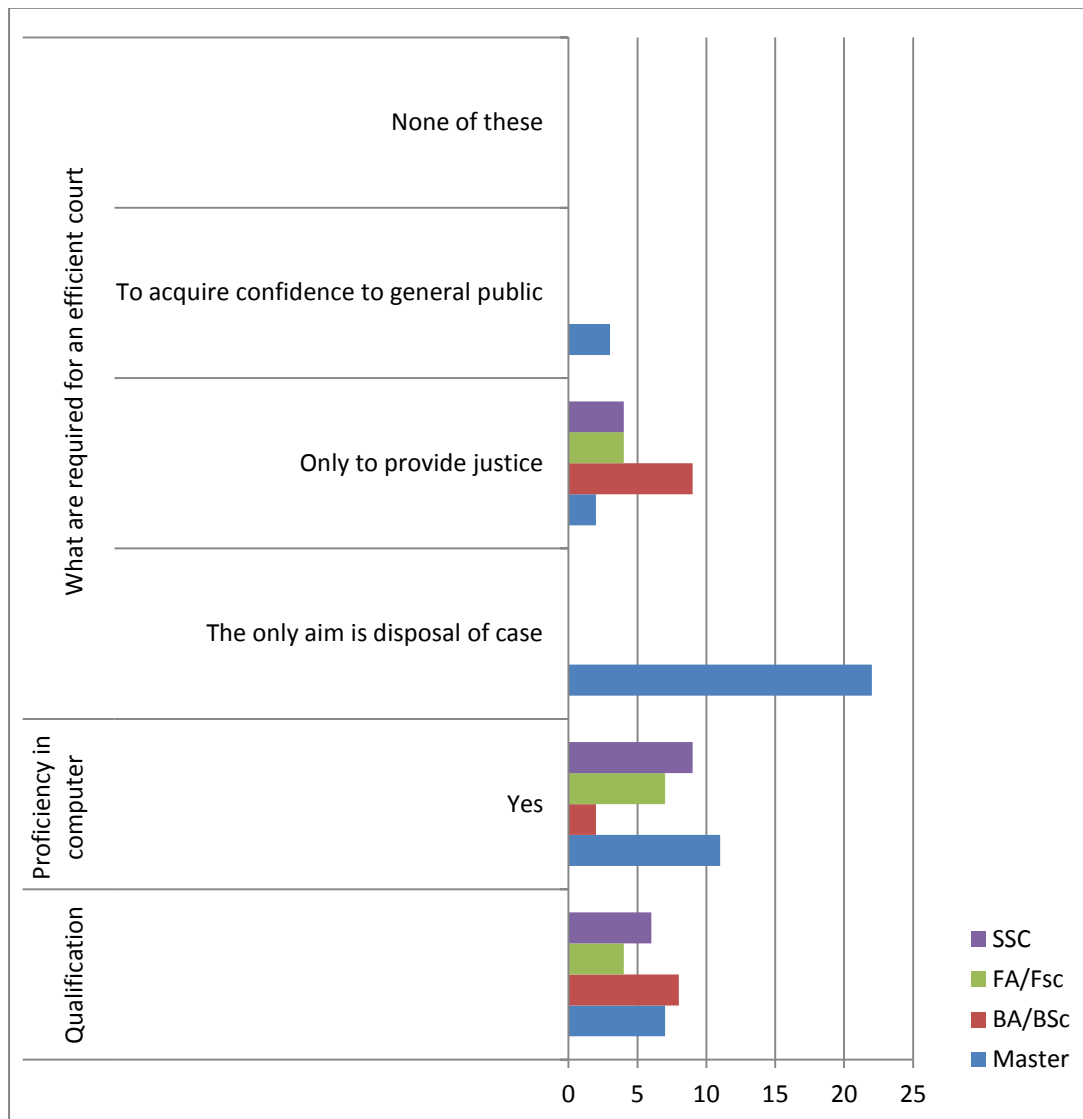
- a. The pay scale and up -gradation process should be revised.
- b. Duties of process servers should be kept confined to the nature of their job and that no other inappropriate task should be assigned to them.
- c. Process servers should be provided bikes for remote areas and bicycles for cities.
- d. Steps should be taken to reduce the duration for promotion. In case of unavailability of senior posts. Policy of Move-Over should be implemented.
- e. An environment to encourage coordination between court and process servers should be created.
- f. To enhance the capabilities of process servers, to improve their professional skills and to enable them keep pace with the demands of the time, refresher courses and trainings maybe periodically arranged.
- g. Separate trainings/ workshops on ‘Code on Conduct’ maybe arranged. Areas such as corruption, dishonesty, rudeness and liturgical trends should be necessarily focused.
- h. IT material should be included in the course contents and at least 01 class should be allocated for operation of computers.
- i. Local language should be given preference as medium of instruction. At least, Urdu language should be given preference.
- j. For most of the reports is written in Urdu, 01 class at the minimum should be allocated to linguistic skills [Urdu]. It would enable the process servers to write what they intend and to rightly convey what they really observe. In this connection, common mistakes should be specifically focused.

Note: Worthy DG has expressed his willingness to send these recommendations to quarter concerned for consideration and further necessary actions.



## 6. Evaluation

### 6.1 Pre Evaluation

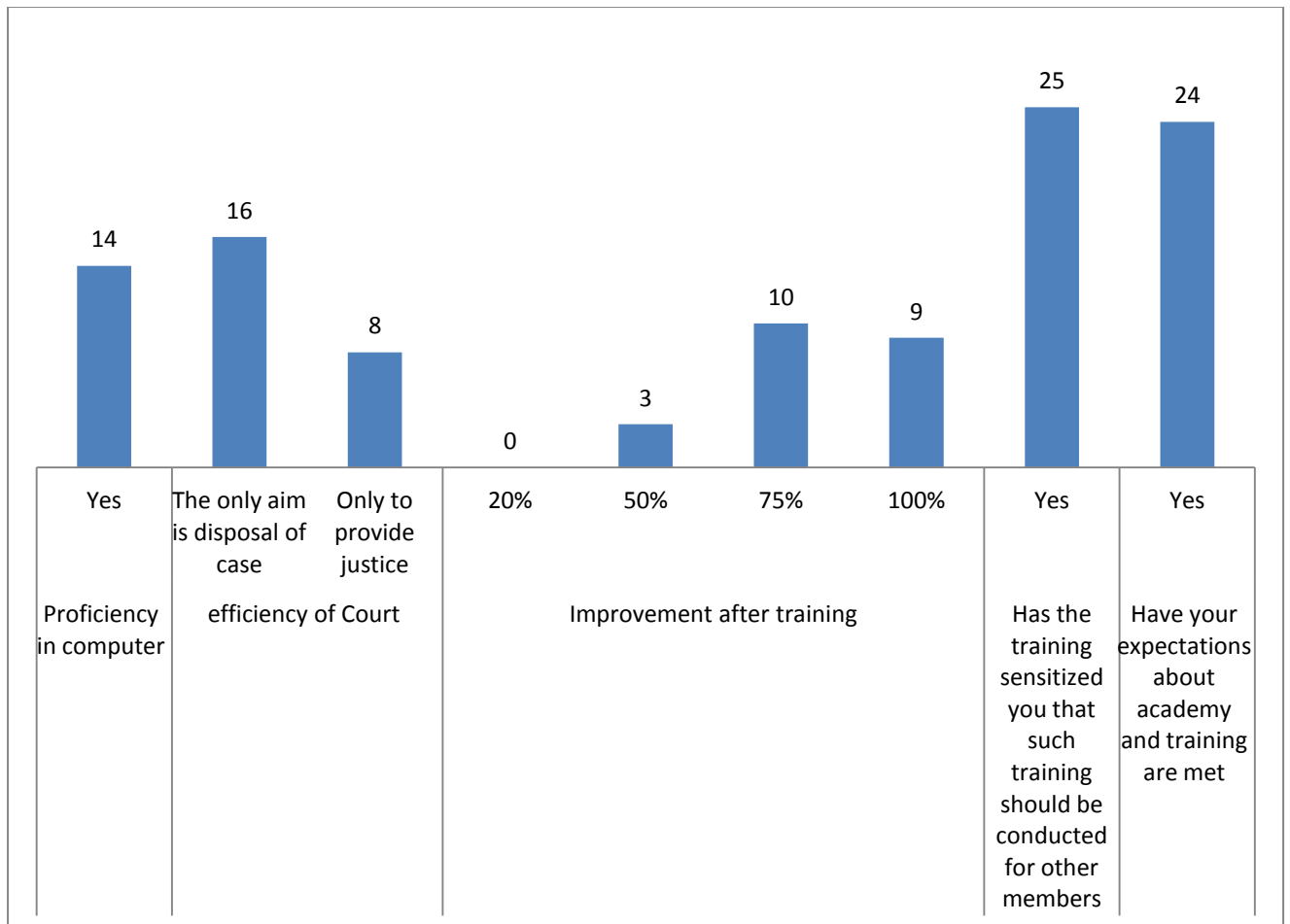


28% participants are post graduates, 32% are graduates, and 32% are intermediate whereas 24% are matriculate.

44% participants can use computers. 56% participants have no know-how of computer skills.

According to 88% participants only dispensation of justice would make a court more efficient. Whereas 12% participant said that confidence of general public would make a court more efficient.

## 6.2 Post Evaluation



There has been no significant improvement in the level of computer know how of the participants, this area needs attention in any future training of the court staff.

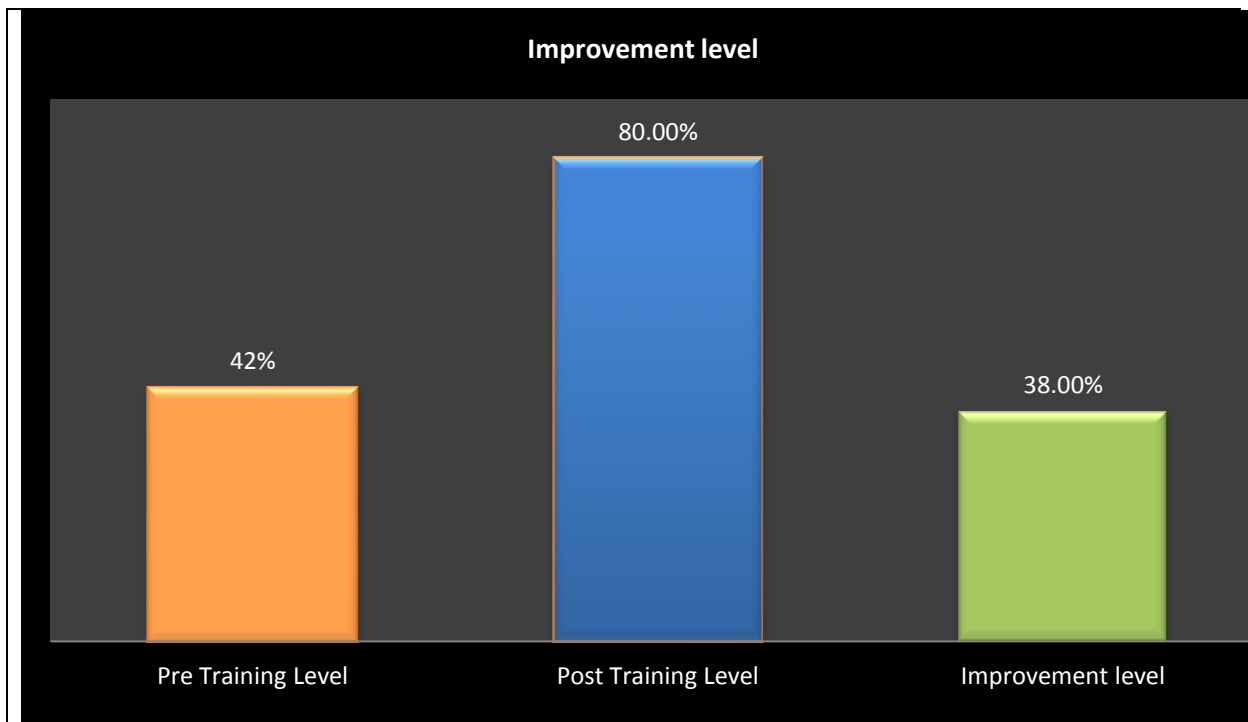
19 participants said that there was 100%-75% improvement in their capabilities after receiving training, whereas the remaining participants said that there was 50% improvement in their capabilities.

100% participants said that the overall training met their expectations.

### 6.3 Comparative Statistical Statement of Pre & Post Training Evaluation

#### *Pre & Post Training Open Ended Questions*

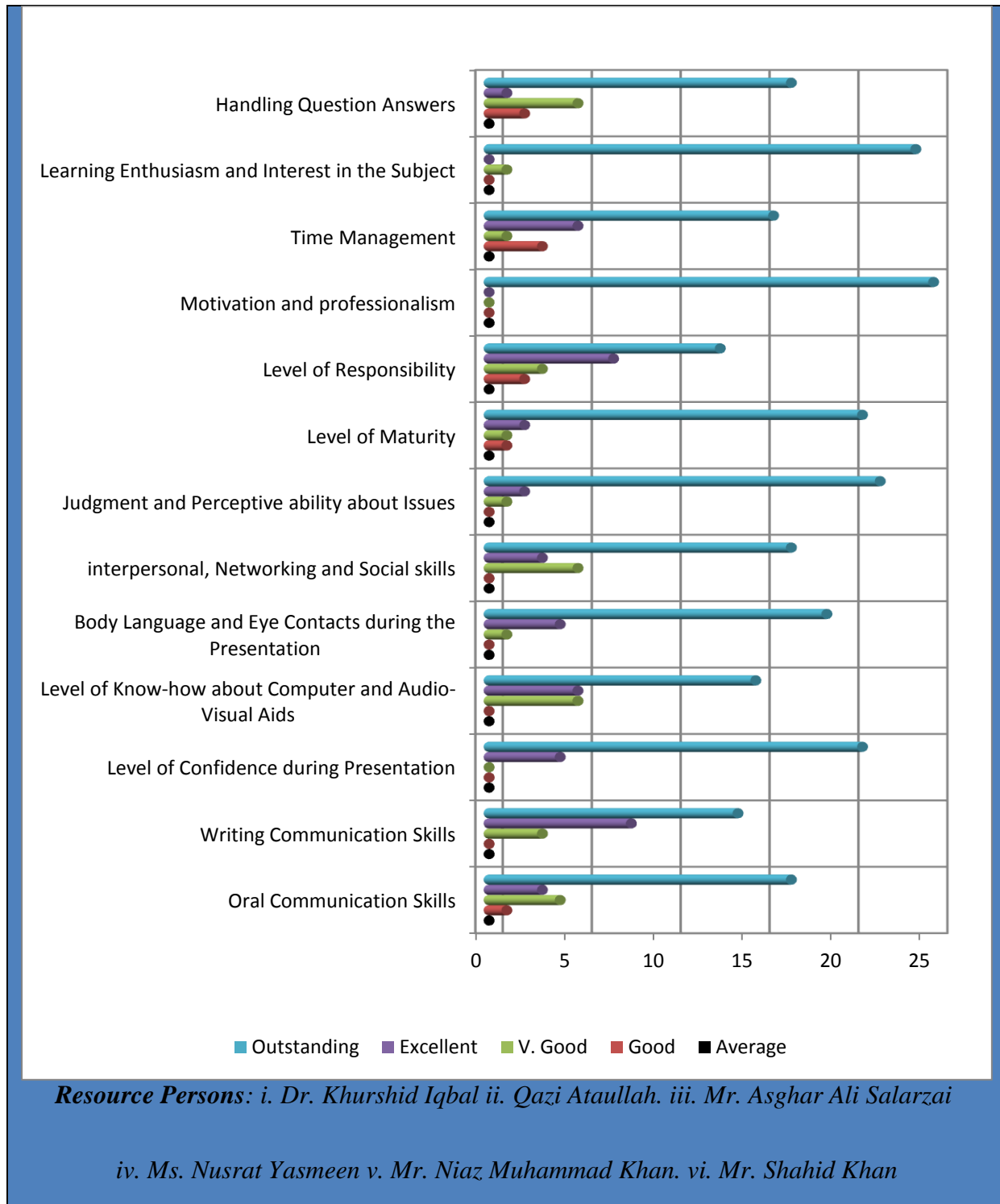
1. What are the different modes of issuing a summon? Write down their names.
2. How the arrest is effected?
3. What is meant by “Beating by Drum” in civil cases?
4. What is the mode of service on a “pardah nashin lady”?
5. Orders of the courts on which the seal of the court is required to be affixed, can be effective without affixation?
6. If the required person is not present at home, so the absence of such person can be explain?



The scales show the capacity level of the participants before and after training. Figure 1 (orange) indicates pre – training intellectual level of the trainees at their arrival in the academy.

Figure 2 (blue) reveals their level after training. Figure 3 (green) points at the difference between the two stages.

#### 6.4 Consolidated Resource Person Evaluation by Trainee



The above graphical map is self explanatory. Each group of graph reflects the level of a specific quality in all resource persons. For example a specific group reflects that 100% participants see full perfectness [100%] in level of knowledge of the resource person.

# *Annexure*

## Schedule of Activities

<b>Day 1 19 August 2014</b>		
Topic	Resource Person	Duration
Registration & Pre Evaluation		08:30- 09:00
Recitation from the Holy Qur'an & Duaa		09:05- 09:10
Introductory Remarks - DG, KPJA		09:10 –09:20
Preparation of Summon	Mr. Asghar Ali Salarzai	09:20- 11:00
<b>Tea Break 11:00 -11:30</b>		
Process server Diary	Ms. Nusrat Yameen	11:30 – 01:00
<b>Lunch &amp; Prayer Break 1:00 – 2:00</b>		
<b>Day 2 20 August 2014</b>		
Topic	Resource Person	Duration
Recitation from the Holy Qur'an & Duaa		08:55- 09:00
Spot Inspection and Reports	Dr. Khurshid Iqbal	09:00 – 10:40
<b>Tea Break 10:40- 11:20</b>		
Knowledge of Legal Provisions	Mr. Shahid Khan	11:20-01:00
<b>Lunch 1:00</b>		
<b>Day 3 21 August 2014</b>		
Recitation from the Holy Qur'an & Duaa		08:55- 09:00
Ethics	Qazi Ataullah	09:00 -10:40
<b>Tea Break 10:40- 11:20</b>		
		11:20-01:00
<b>Lunch &amp; Prayer Break 1:00 – 2:00</b>		
Notices	Qazi Ataullah	2:00 -3:00
<b>Day 4 22 August 2014</b>		
Recitation from the Holy Qur'an & Duaa		08:55- 09:00
Code of Conduct	Mr. Niaz Muhammad Khan	09:00 -10:40
<b>Tea Break 10:40- 11:20</b>		
Practical Exercise	Mr. Asghar Ali Salarzai	11:20-01:00
<b>Lunch 1:00 – 2:00</b>		
<b>Day 5 23 August 2014</b>		
Recitation from the Holy Qur'an & Duaa		08:55- 9:00
Post Evaluation		09:00-10:00
<b>Concluding Ceremony &amp; Tea</b>		

## *List of participants*

Office & Case Management for Court Staff 19 - 23 August, 2014				
Group A				
S.No	Name of Participant	Designation	Station	Contact #
1	Mr. Riaz Khan	Process Servers	Haripur	0321-9965834
2	Mr. Abdul Qayyum	Process Servers	Haripur	0300-5620254
3	Syed Shakeel Abbas	Process Servers	Haripur	0332-5078973
4	Mr. Aamir Shehzad	Process Servers	Haripur	0313-5864026
5	Mr. Liaqat Ali	Process Servers	Haripur	0334-4613652
6	Mr. Bismali Khan	Process Servers	Karak	0346-9297644
7	Mr. Safi Ullah	Process Servers	Karak	0332-9661785
8	Mr. Sami Ullah Jan	Process Servers	Karak	0342-8612703
9	Mr. Mohammad Nazif	Process Servers	Karak	0314-9697131
10	Mr. Muhammad Mushtaq	Process Servers	Karak	0333-9717670
11	Mr. Muhammad Tahir	Process Servers	Kohat	0333-9638308
12	Mr. Aamir Mehmood	Process Servers	Kohat	0332-9798060
13	Mr. Riaz Gul	Process Servers	Kohat	0333-9659638
14	Mr. Aziz ullah	Process Servers	Kohat	0333-9625813
15	Mr. Taimur Anwar	Process Servers	Kohat	0333-9601226
16	Mr. Wahid Murad	Process Servers	Bannu	0346-9266882
17	Mr. Shajaat Ali Shah	Process Servers	Bannu	0344-3080020
18	Mr. Asgher Ali Shah	Process Servers	Bannu	0344-3080021
19	Mr. Rashid Ali	Process Servers	Bannu	0346-9282908
20	Mr. Sami Ullah	Process Servers	Bannu	0314-9447878
21	Mr. Aman ullah	Process Servers	D.I Khan	0334-7217264
22	Mr. Hafiz Naimatullah	Process Servers	D.I Khan	0345-9143808
23	Mr. Touseef Ali Abid	Process	D.I Khan	0333-9986073

		Servers		
24	Mr. Hafeez ullah	Process Servers	D.I Khan	0344-9787840
25	Mr. Asad Nawaz	Process Servers	D.I Khan	0336-7754959



## Annexure - Pre Evaluation Performa

اندازہ اہلیت "قبل از تربیت" تربیت برائے ناظران عیادگان و دیگر

- ۱۔ آپ کی تعلیمی اہلیت کتنی ہے؟
- ۲۔ کمپیوٹر میں کس حد تک شہد ہے؟
- ۳۔ عدالتوں کے مختلف درجات کونے ہیں؟
- ۴۔ ایک موثر اور فعال عدالت کے لئے ضروری ہے کہ  
الف: مقدمات کا صرف نمٹنا مقصود رہے؟  
ب: صرف قانونی انصاف مہیا ہو؟  
ج: عوام الناس کا اعتماد حاصل ہو؟  
د: ان میں سے کچھ بھی نہیں؟
- ۵۔ سن کی تعمیل کے کتنے طریقے ہیں؟ نام تحریر کریں؟
- ۶۔ گرفتاری کس طرح عمل میں لائی جاتی ہے؟
- ۷۔ دیوانی مقدمات میں "ڈرم بجانے" سے کیا مراد ہے؟
- ۸۔ پردہ نشین خاتون پر تعمیل کس طرح ہوتی ہے؟
- ۹۔ کیا عدالتی احکامات "برائے چپانگی" کے بغیر چپانگی ہو سکتی ہے؟
- ۱۰۔ کوئی مطلوبہ شخص گھر پر موجود نہ ہو تو اسے گھر پر عدم موجود ہونا بیان کیا جاسکتا ہے؟

## Annexure - Post Evaluation Performa

بعد  
اندازہ اہلیت " " از تربیت " تربیت برائے ناظران ہیادگان و دیگر "

- ۱۔ آپ کی تعلیمی اہلیت کتنی ہے ؟
- ۲۔ کمپیوٹر میں کس حد تک شہد ہے ؟
- ۳۔ عدالتوں کے مختلف درجات کون سے ہیں ؟
- ۴۔ ایک موثر اور فعال عدالت کے لئے ضروری ہے کہ  
الف: مقدمات کا صرف نمٹنا مقصود رہے ؟  
ب: صرف قانونی انصاف مہیا ہو ؟  
ج: عوام الناس کا اعتماد حاصل ہو ؟  
د: ان میں سے کچھ بھی نہیں ؟
- ۵۔ سمن کی تعمیل کے کتنے طریقے ہیں ؟ نام تحریر کریں ؟
- ۶۔ گرفتاری کس طرح عمل میں لائی جاتی ہے ؟
- ۷۔ دیوانی مقدمات میں "ڈرم بجانے" سے کیا مراد ہے ؟
- ۸۔ پردہ نشین خاتون پر تعمیل کس طرح ہوتی ہے ؟
- ۹۔ کیا عدالتی احکامات "برائے چپانگی" کے بغیر چپانگی ہو سکتی ہے ؟
- ۱۰۔ کوئی مطلوبہ شخص گھر پر موجود نہ ہو تو اسے گھر پر عدم موجود ہونا بیان کیا جاسکتا ہے ؟



# *Group Photo*



# KHYBER PAKHTUNKHWA JUDICIAL ACADEMY

2nd 5-Days Training Course for Court Staff on "Office & Case Management"  
at Barra Gali Summar Campus (UOP)  
19-23 August, 2014



  
**K.P. JUDICIAL ACADEMY**  
Welcomes the Participants  
of  
Training Course on "Office and Case Management"  
At BARRA GALI SUMMER CAMP  


Sitting L to R

Mr. Abdul Qayyum, Mr. Liaqat Ali, Mr. Basam Ali Khan, Mr. Muhammad Nazif Khan, Dr. Khurshid Iqbal, Mr. Hayat Ali Shah (Director General), Mr. Asghar Ali Salar Zai, Mr. Sami Ullah Jan, Mr. Aamir Mehmood, Mr. Asad Nawaz, Mr. Hafiz Naimat Ullah,

Standing Row 1 L to R

Mr. Muhammad Mushage, Mr. Riaz Khan, Mr. Aamir Shahzad, Mr. Syed Shakeel Abbas, Mr. Rashid Ali Khan, Mr. Sami Ullah, Mr. Wahid Murad, Mr. Shujaat Ali Shah, Mr. Aziz Ullah Kohat, Mr. Riaz Gul, Mr. Saif Ullah, Mr. Touseef Ali Abid, Mr. Aman Ullah, Mr. Hafeez Ullah,

Standing Row 2 L to R

Mr. Taimur Anwar, Mr. Asghar Ali Shah, Mr. Muhammad Tahir.