

CITIZEN CHARTER - 2013-11-04

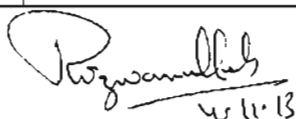
Andaman & Nicobar Administration Secretariat

Legal Section :

The subject matter dealt in the Legal Section of the Andmana & Nicobar Administrztion as as under :-

1. Vetting all Draft Regulations, Rules/Statuary Notification, Legal Documents.
2. Dealing with report of Law Commission and other bodies on legal matters.
3. Establishing of Administrative matters relating to the High Court, District Courts, Central Administrative Tribunal and Centrally sponsored scheme and establishment of Subordinate Court.
4. Preparation of five year and Annual Plan expenditure statements, budget and proposal for renewal of temporary posts of legal section.
5. Arrangement for Circuit bench of Hon'ble High Court of Calcutta and Hon'ble Central Administrative Tribunal of Calcutta and other visiting Judges.
6. Dealing with the court matters in Hon'ble Supreme Court, High Court and Hon'ble CAT & engagement of Advocates and monitoring the Court cases. Settlement of fee bills of Advocates.
7. Republication of Central Acts, Regulation,s Ordinaces, etc in the Official Gazette of A&N Administrtrtion received from the Ministry, GOI in A&N Gazettee.
8. Sate Legal Services Authority Act, 1987. Registrar, for Circuit bench of Hon'ble High Court of Calcutta is Ex-Officio Member Secretary of A&N SLSA.
9. Providing Legal opinion in the references received from various departments of this Administration from time to time.
10. Moniroring of Court cases during Circuyit Sitting of Hon'ble High Court & CAT.
11. Mainenance of Law Library.
12. Matters relating to Litigation, Regulations and Rules.
13. All matters relating to prosecution Branch.
14. Appointment of Notaries.
15. Appointment of Govt. Pleader & Panel Lawyers.
16. Notifications under article 239 & 299.

Sl.No.	Particulars	Disposal/Target Date	Remarks
1.	Appointment of Notary and their renewal	Disposed within time limit under the Notaries Act,1956 and Notaries Rule, 8 (B),1956	-
2.	Appointment of Panel Advocates and their renewal	Notification No.U-14012/1/74-ANL, dated 30.09.1976	-
3.	RTI matter related to this Admnistrative Branch	Disposed within 30 days	-


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Deputy Secretary (Law)