

Federal Judicial Academy

I s l a m a b a d

One Week Training Course on “How to be an Effective Senior Civil Judge” for Senior Civil Judges from all over Pakistan, Azad Jammu & Kashmir and Gilgit Baltistan (09 –14 October, 2017)

PROGRAMME

Monday, 9th October, 2017

08:15 a.m. Registration

Inaugural Ceremony

08:30 a.m. Recitation of the Holy Quran

08:35 a.m. Inaugural address by the Director General

08:50 a.m. Group Photograph

09:00 – 10:30 a.m. Professional/Judicial Ethics

Ms. Huma Akhtar Chughtai, Director, FJA

10:30 – 12:00 p.m. Transparency through Public Procurement Rules-I

Mr. Muhammad Farooq, Expert

12:00 – 12:30 p.m. **Tea Break**

12:30 – 02:00 p.m. Transparency through Public Procurement Rules-II

Mr. Muhammad Farooq

02:00 – 02:30 p.m. Documentation of T.A Bills

Mr. Salahuddin, Accounts Officer, FJA

Tuesday 10th October, 2017

08:30 – 10:00 a.m. Court and Case Management

Mr. Muhammad Hafeez Ullah Khan, Director, FJA

10:00 – 11:30 a.m. Revenue Deposit and Sheriff's Petty Accounts-I

Mrs. Nusrat Yasmeen Intikhab, D&SJ/Special Judge, CNS, Peshawar

11:30 – 12:00 noon Tea Break

12:00 – 01:30 p.m. Revenue Deposit and Sheriff's Petty Accounts-II

Mrs. Nusrat Yasmeen Intikhab

01:30 – 01:45 p.m. Prayer Break

01:45–03:00 p.m. Guardianship Cases and Custody of Children

Mrs. Nusrat Yasmeen Intikhab

Wednesday 11th October, 2017

08:30 – 10:00 a.m. Service Laws: Efficiency and Discipline Rules

Mr. Abdul Matin, Director, FJA

10:00 – 11:30 a.m. Administrative Role of Senior Civil Judge

Mr. Muhammad Hafeez Ullah Khan, Director, FJA

11:30 – 12:00 noon **Tea Break**

12:00 – 01:30 p.m. Overview of Budget/T.A/Pension/Leave Rules-I

Syed Safdar Hussain Shah, Deputy Director (Financial Regulations) Secretariat Training Institute Islamabad

01:30 – 01:45 p.m. **Prayer Break**

01:45–03:00 p.m. Overview of Budget/T.A/Pension/Leave Rules-II

Syed Safdar Hussain Shah

Thursday 12th October, 2017

08:30 – 11:00 a.m. **Visit to Supreme Court of Pakistan**

Coordinator:

Ms. Huma Akhtar Chughtai, Director, FJA

11:30 – 12:00 noon **Tea Break**

12:00 – 01:30 p.m. Stress Management

Mr. Mubashar Ali, Chief Executive, SKIM

07:30 p.m.

Social Evening

Friday 13th October, 2017

08:30 – 10:00 a.m. ADR-Disputes and Disputes Resolution System-I

Mr. Salman Farooq, Director, FJA

10:00 – 10:30 a.m. **Tea Break**

10:30 – 12:00 noon ADR-Disputes and Disputes Resolution System-II

Mr. Salman Farooq

Saturday, 14th October, 2017

08:30 – 10:00 a.m. Fundamental Rules & Supplementary Rules (FR &SR)

Mr. Muhammad Ayaz, Accountant General, AJK

10:00 – 10:30 a.m. **Tea Break**

10:30 – 11:45 a.m. Overview of General Financial Rules (GFR)

Mr. Muhammad Ayaz

11:45 – 12:15 p.m. Evaluation/ Clearance

Certificate Awarding Ceremony (12:30 p.m.)

12:30 p.m. Chief Guest:

12:35 p.m. Recitation of the Holy Quran

12:40 p.m. Views of the Participants.

12:45 p.m. Address by the Director General

12:50 p.m. Address by the Chief Guest

01:00 p.m. Certificate Distribution

01:05 p.m. Group Photograph

01:10 p.m. Lunch

07.10.2017