

**HIGH COURT OF HIMACHAL PRADESH, SHIMLA - 171001.**

No.HHC/VIG/Misc.Instructions/93-IV-  
Dated Shimla, the 1<sup>st</sup> April, 2019.

8889

To

All Judicial Officers,  
In the State of Himachal Pradesh.

**Subject: Instructions regarding standards prescribed for typing out judgments in Subordinate Courts.**

Sir/Madam,

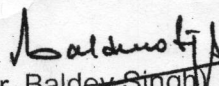
It has been observed by the Hon'ble Court(s) time and again that the judgment/orders being typed out in the Subordinate Courts are having very small font size.

Therefore, I have been directed to invite your kind attention to this Registry letter No. HHC 1.(5-Comp./NCMS Committee)/201407-II-2620 dated 30/31st January, 2017 on the caption subject and to request you to henceforth follow the below mentioned standard for typing out judgments/orders to bring uniformity:-

- 1) **Font Style:** Arial
- 2) **Font Size:** 14
- 3) **Line Spacing:** 1.5
- 4) **Top and Bottom Margins:** 1.5
- 5) **Left Margin:** 2
- 6) **Right Margin:** 0.8
- 7) **Text Alignment:** Justify
- 8) **Page Size:** Legal

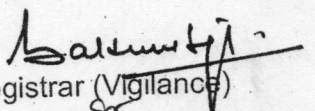
The above instructions be followed in letter and spirit. Any departure there from will be viewed seriously.

Yours faithfully,

  
(Dr. Baldev Singh)  
Registrar(Vigilance)  
Dated:-29.03.2019.

8890-96  
Endst.No.HHC/VIG/Misc.Instructions/93-IV-  
Copy forwarded for information to:-

1. The Principal Private Secretary to Hon'ble the Chief Justice;
2. All the Secretaries to the Hon'ble Judges;
3. The Secretary/ Private Secretary/ P.A.to the Registrar General/ Registrar(Vigilance)/ Secretary HPHCLSC/ Registrar(Judicial)/ Registrar (Rules, JB & Protocol)/ District and Sessions Judge (Leave/Reserve) and CPC.
4. The /Registrar (Establishment & GAD)/ Registrar (Accounts) /All the Additional Registrars;
5. All the Deputy Registrars/Assistant Registrars of this Registry;
6. The Technical Director NIC, H.P. High Court, Shimla with a request to upload the same on the High Court Website.
7. Guard file.

  
Registrar (Vigilance)