

My No: JSC/SEC/CIR/2023

Judicial Service Commission Circular No. 461

TO ALL JUDICIAL OFFICERS

Obtaining Leave by Judicial Officers of the Cluster Courts

Having considered various concerns raised regarding obtaining of leave by the Judicial Officers of **Cluster Courts***, Judicial Service Commission decided that all Judicial Officers of Cluster Courts should adhere to the following when obtaining leave **w.e.f. 01.10.2023**.

- i. Obtaining leave by the Judges of Cluster Courts should strictly be in accordance with JSC Circular No.428 and other relevant Circulars of the JSC.
- ii. Any leave application by an Additional District Judge and/or Additional Magistrate of a Cluster Court, should be forwarded to the JSC Secretariat as per JSC Circular No.428 along with the recommendation of the respective Head of the Department (i.e. Chief Magistrate/Magistrate or District Judge of the Cluster Court).
- iii. No acting arrangements should be made by any Additional Magistrate/Additional District Judge of the Cluster Court on "mutual arrangement" and all acting arrangements should be done and processed through the respective Head of the Department (i.e. Chief Magistrate/Magistrate or District Judge of the cluster court) only.
- iv. It should be the responsibility of the Head of the Department of the Cluster Court to forward all leave applications submitted by Additional Magistrates/Additional District Judges of the Cluster Court to the JSC Secretariat promptly without any delay.

Under the command of the Judicial Service Commission

H.S.Somaratne
Secretary

Judicial Service Commission

H. Sanjeewa Somaratne
Secretary
Judicial Service Commission
Colombo 12

21st September 2023,

Office of the Judicial Service Commission Secretariat,
Colombo 12.

***Cluster Court** – Magistrate Court or a District Court where more than one "Additional" Magistrate or one "Additional" District Judge is attached to.