

JSC/SEC COR: 2 (i)

To: All High Court Judges and All Judicial Officers

Further to the JSC circular no. JSC/SEC COR: 2 dated 19.03.2020 please take note of the clarifications referred to below;

- (1) In spelling out the Government policy, referred to in Circular no PS/CSA/Circular/14/2020 dated 19.03.2020 issued under the hand of the Secretary to His Excellency the President, the Secretary has stressed the need to carry out the routine tasks without any interruption and also stressed the need to achieve this objective by reducing the staff attendance wherever possible and thereby minimising the congregating of staff. The Secretary had further emphasised that the special measures are introduced by this circular with the core objective of preventing the spread of COVID-19 virus.
- (2) In the circumstances, all judges/judicial officers are required to make an assessment of staff needs in consultation with the registrars of the respective courts to give effect to the JSC circular no. JSC/SEC COR: 2 dated 19.03.2020 and ensure only the minimum number of staff required is requested to report for work, on a rotation basis. Special consideration should be given to those members of the staff who commute to work from distant locations, who are pregnant or suffering from any other ailment.
- (3) **Judges and Judicial Officers to Work in Rotation**
 - a) In Civil Appellate High Court's and Commercial High Courts the Senior most Judge of the respective Court should be responsible for the preparation of the roster nominating one Judge to oversee the work of that particular Court on any given date.
 - b) High Courts exercising criminal jurisdiction where more than one such Courts are functioning in a particular jurisdiction, the senior most Judge of that Court should be responsible for the preparation of the roster nominating one Judge to oversee the work of all such High Courts on any given date.
 - c) Where there are more than one District Court in a jurisdiction the senior most District Judge should be responsible for the preparation of the roster

nominating one Judge to oversee the work of all such District Courts on any given date.

- d) Where there are more than one Magistrates' Court in a jurisdiction the senior most Magistrate should be responsible for the preparation of the roster nominating one Judge to oversee the work of all such Magistrates' Courts on any given date.
- e) In stations where one District Court and Magistrate Court are functioning the senior most Judicial Officer is responsible for the preparation of the roster nominating one Judge to oversee the work of all such Courts.

Under the command of the JSC.

H.S. Somaratne

Secretary, Judicial Service Commission

20th March 2020