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THE HIGH COURT OF MANIPUR
AT IMPHAL

NOTIFICATION

Imphal, the 16th October, 2025

No. HCM/CJSCRP/1/2025-Jt/ : In exercise of the power conferred by clause (2) of Article 229 of the Constitution of India, the Chief Justice of the High Court of Manipur makes the following Rules.

1. Short Title and Commencement:

(i) These Rules may be called **The High Court of Manipur (Chief Justice Secretariat cum Centre for Research and Planning) Rules, 2025**.

(ii) These Rules shall come into force from the date of their publication in the Official Gazette of the Government of Manipur.

2. Definitions: In these Rules, unless the context otherwise requires:

(i) "CJSCRP" means the Chief Justice Secretariat cum Centre for Research and Planning in the High Court of Manipur.

(ii) "Chief Justice" means the Hon'ble Chief Justice of the High Court of Manipur.

(iii) "Judge" means the Hon'ble Judges of the High Court of Manipur.

(iv) "Secretariat" means the Secretariat of the Hon'ble Chief Justice of Manipur.

(v) "Committee" means the Committee of Hon'ble Judges.

(vi) "Registrar (CRP and SCMS)" means the Registrar of the Centre for Research and Planning and State Court Management System.

(vii) "NCMS" means the National Court Management System.

(viii) "Law Researcher" means a Research Assistant in the Chief Justice Secretariat-cum-Centre for Research and Planning, appointed as per the High Court of Manipur (Appointment, Duties and Conditions of Law Assistant) Rules, 2020.

(ix) "Schedule" means the Schedule annexed at the end of these Rules.

(x) "Website" means the official website of the Chief Justice Secretariat cum Centre for Research and Planning, as may be updated from time to time.

3. Office Location: The Chief Justice Secretariat cum Centre for Research and Planning (CJSCRP) shall be situated at the Secretariat of the Hon'ble Chief Justice of the High Court of Manipur.

4. Objectives: The primary aim and objectives of the Chief Justice Secretariat cum Centre for Research and Planning shall be:

(i) To function under the domain of the Hon'ble Chief Justice Secretariat for the effective administration of justice in the High Court and District Courts.
(ii) To assess and recommend improvements in court infrastructure, manpower requirements and human resource planning.
(iii) To monitor the implementation of judicial infrastructure projects under Centrally Sponsored Schemes.
(iv) To facilitate swift allotment of land for court infrastructure in coordination with the State Government.
(v) To provide detailed reports on budget planning and financial management for the district judiciary.
(vi) To conduct critical legal research as directed by the Hon'ble Chief Justice and the Hon'ble Judges.
(vii) To prepare action plans for the effective implementation of IT in courts at the High Court and District Courts.
(viii) To promote technological advancements in judicial functioning and collaborate with technical institutions to develop innovative solutions
(ix) To publish periodic reports and recommendations for continuous judicial improvement.

5. Jurisprudence:

(i) To compile and publish jurisprudential research on the Supreme Court of India and the High Court of Manipur on key legal issues.
(ii) To coordinate with the AI Assisted Legal Translation Advisory Committee for regular updates on the development of law and key judicial pronouncements.
(iii) To conduct research on legal theories and principles as suggested by the Hon'ble Judges of the High Court.

6. Outreach Programs:

(i) To organize seminars and workshops on the jurisprudence of the Supreme Court of India and the High Court of Manipur in law colleges and Bar Associations.
(ii) To publish an Annual Journal comprising significant decisions of the High Court of Manipur and contributions to law and justice.

7. Knowledge Network on Law and Justice:

(i) The CJSCRP shall establish a network of domain experts, including specialists in infrastructure, IT development and case management.
(ii) The network may include retired judges, academicians, legal professionals, and public servants with relevant expertise.
(iii) The number of external experts shall not exceed 20 members.
(iv) The CJSCRP may also include internal experts in management, finance and technical domain.

8. Website:

The Chief Justice Secretariat cum Centre for Research and Planning shall develop and maintain an official website to publish key research outputs, ensuring transparency and accessibility for judges, legal scholars and the public.

9. Organisational Structure & Staff Strength:

The Chief Justice Secretariat cum Centre for Research and Planning shall consist of the following staff positions**:**

DESIGNATION	NUMBER OF POSTS	MODE OF APPOINTMENT
Registrar (CRP-cum-SCMS)	1	MJS Grade-I
Joint Registrar (CRP-cum-SCMS)	1	MJS Grade-II
Assistant Registrar (CRP-cum- SCMS)	1	Regular
Court Manager	2	Regular
Superintendent	1	Regular
Sr. Judicial Assistant	2	Regular
Judicial Assistant	2	Regular
Computer Assistant	1	Regular
Law Researcher (Contractual)	3	Contract

10. Key Responsibilities of the Registrar (CJSCRP-cum-SCMS)

The Registrar (CRP-cum-SCMS) shall be responsible for:

(i) Overseeing the day-to-day functioning of the Chief Justice Secretariat cum Centre for Research and Planning, State Court Management System, and Hon'ble Chief Justice's Secretariat.
(ii) Preparing summaries of key cases, legal developments, and judicial administrative matters.
(iii) Publishing content on the CJSCRP website and fulfilling research requests from Hon'ble Judges.
(iv) Contributing to official publications of the High Court of Manipur.
(v) Providing research support for NCMS, SCMS, and other judicial committees.
(vi) Preparing vision documents for judicial reforms over 5-year and 10-year periods.
(vii) Assigning work to subordinate staff for achieving CJSCRP's objectives.

11. General Conditions of Service:

(i) The Registrar (CRP-cum-SCMS) and Joint Registrar (CRP-cum-SCMS) shall be cadre posts under MJS Grade-I and MJS Grade-II.

(ii) The appointment of Assistant Registrar (CRP-cum-SCMS), Court Manager, Superintendent, Sr. Judicial Assistant, Judicial Assistant and Computer Assistant shall be governed by the High Court of Manipur Officers and Employees (Recruitment and Conditions of Service) Rules, 2020.

(iii) The appointment of Law Researcher (Contractual) shall be governed by the High Court of Manipur (Appointment, Duties and Condition of Law Assistant) Rules, 2020.

12. Publication and Confidentiality:

(i) No member of the CJSCRP shall publish or disclose official information acquired during service, except with prior approval of the Registrar (CJSCRP).

(ii) Publications on legal research, other than those covered under Clause (1), shall require prior permission from the Hon'ble Chief Justice.

13. Creation of a Separate Fund:

For the effective functioning of the Chief Justice Secretariat cum Centre for Research and Planning, a separate detailed head under the existing budget head of the High Court of Manipur shall be created under the name "Chief Justice Secretariat cum Centre for Research and Planning".

14. Interpretation

Any question relating to the interpretation of these Rules shall be decided by the Hon'ble Chief Justice of Manipur whose decision shall be final.

15. Residuary Power

Nothing in these rules shall be deemed to affect the power of the Chief Justice to make such orders, from time to time, as he may deem fit regarding all matters incidental or ancillary to these rules that are not specifically provided for herein, or in respect of matters not specifically addressed.

SCHEDULE

Sl. No	Designation	Level in Pay Matrix	No. of Posts
1	Registrar (CRP-cum-SCMS)	J-5	1
2	Joint Registrar (CRP-cum-SCMS)	J-3	1
3	Assistant Registrar (CRP-cum-SCMS)	12	1
4	Court Manager	12	2
5	Superintendent	9	1

6	Sr. Judicial Assistant	6	2
7	Judicial Assistant	5	2
8	Computer Assistant	4	1
9	Law Researcher (Contractual)	**₹25,000/-Fixed**	3

By Order etc.

REGISTRAR GENERAL
HIGH COURT OF MANIPUR

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Digitally signed by
Thingbaijam Binodkumar Singh
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