

4hb. November, 1975.

SURAT PEKELILING KETUA PENDAFTAR BIL.1 TAHUN 1975

Per: HAKIM MAHKAMAH TINGGI SEBAGAI  
KETUA PEJABAT DI KAWASANNYA.

Di dalam persidangan Majlis Hakim-Hakim Malaysia yang telah diadakan pada 17hb. Julai, 1975 keputusan-keputusan seperti di bawah ini telah pun dicapai:-

".....  
....."

6.(2) Judge to be Head of Department:

Council agrees that with immediate effect for administrative and disciplinary purposes, the Resident Judge in each State shall be the Head of Department in respect of the High Court and the Subordinate Courts and the staff. Where there are two or more Judges in a State, the Senior Judge shall be the Head of Department and in his absence the next Senior Judge. The following administrative arrangements will now apply -

6.(3) Leave:

All applications for leave by Special/Senior/President Sessions Court, Deputy/Senior/Assistant Registrar of the High Court, Stipendiary Magistrate and Magistrate shall be addressed to the Judge for his approval. In the case of Magistrates, the application for leave shall be submitted through the President of the Sessions Court/Stipendiary Magistrate. Special/Senior/President Sessions Court, Deputy/Senior/Assistant Registrar, Stipendiary Magistrate and Magistrate may grant leave to officers subordinate to them not exceeding 14 days at any one time but leave exceeding 14 days shall be submitted to the Judge for his approval.

6.(4) Permission to leave the State:

No Special/Senior/President of the Sessions Court, Deputy/Senior/Assistant Registrar/Stipendiary Magistrate or Magistrate shall leave the State without the written permission of the Judge and in the case of officers subordinate to these officers without their written permission.

6.(5) Courtesy Call on Judge:


All Special/Senior/President Sessions Court, Deputy/Senior/Assistant Registrar, Stipendiary Magistrate and Magistrate shall pay a courtesy call on the Judge/s on assumption of duty and before relinquishing

2. Peraturan-peraturan . . . adapati di dalam keputusan-keputusan yang tersebut di atas ini hendaklah berjalan kuatkuasanya mulai daripada tarikh surat pokeliling ini.

3. Peraturan-peraturan yang menyetohi perkara-perkara yang sama yang terkandung di dalam 3 dan 4 dalam surat pejabat ini Bil.(168)d/m.RSC.94/52 bertarikh 18hb. September, 1962 adalah dengan ini dibatalkan.

4. Supaya surat permohonan cuti dapat disamakan maka bersama-sama ini disertakan satu contoh borang permohonan cuti yang dicadangkan supaya digunakan di seluruh Malaysia.

.....

  
( Haji Abdullah Ghazali )  
KETUA PENDAFTAR.