

CHAPTER XI

INSPECTION OF RECORDS

56. Grant of Inspection – Inspection of records of a pending or decided case before the Tribunal shall be allowed only under the orders of the Registrar.

57. Application for grant of inspection – (a) Application for inspection of records as provided under sub-rule (1)1 or sub-rule(2) of rule 23 of the Procedure Rules, shall be in Form No. 10 and presented at the filing counter of the Registry between 10 a.m. and 3 p.m. on any working day two days before the date on which inspection is sought, unless otherwise permitted by the Registrar.

(b) The Judicial Branch of the Registry shall submit the application with its remarks before the Registrar, who shall on consideration of the same pass appropriate orders.

(c) Inspection of records of a pending case shall not ordinarily be permitted on the date fixed for hearing of the case or on the preceding day.

58. Fee payable for Inspection - (a) No fee shall be charged for inspection of records of a pending case by a party to the case or his legal practitioner.

(b) A fee of Rs.5 shall be payable by way of DD/IPO drawn in favour of the Registrar on any application for inspection of records of a decided case by a party to the case or his Legal Practitioner.

(c) A fee of Rs.5 shall be payable by way of DD/IPO drawn in favour of the Registrar on any application for inspection of records of a pending or decided case by a person other than a party to the case.

59. Mode of Inspection – (a) On grant of application for inspection of the records, the Section Officer in-charge of the Judicial Branch shall arrange to procedure the records of the case and allow inspection of such records on the date and time fixed by the Registrar between 10 a.m. and 12.30 p.m. and between 2.30 p.m. and 4.30 p.m. in the presence of an officer authorized in that behalf.

(b) The person inspecting the records shall not in any manner cause dislocation, mutilation, tampering or damage to the records in the course of inspection.

(c) The person inspecting the records shall not make any marking on any record or paper so inspected. Copying, if any, of the documents/records inspected may be done only in pencil.

(d) The officer supervising the inspection may at any time prohibit further inspection, if in his opinion any of the records are likely to be damaged in the process of inspection or the person inspecting the records has violated or attempted to violate the provisions of these Rules and shall immediately make a report about the matter to the Registrar and seek further orders of the Registrar. Note about the same shall be made in column (8) of the Inspection Register.

60. Maintenance of Register of Inspection – The Section Officer in-charge of the Judicial Branch shall cause to maintain a Register in Form No. 8 for the purpose of inspection of documents/records and shall obtain therein the signature of the person making such inspection.