



## AJMER VIDYUT VITRAN NIGAM LIMITED

Regd. Off: City Power House, Hathibhata, Ajmer-305001  
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L-38

No. AVVNL/CMD/CS/LEGAL/F- 1 /D 5613

6 February 2003

### CIRCULAR

**Sub: Filing of Applications/ Replies/ Revisions/Review/ Appeals/Writs / before the various Courts with in the prescribed time/ period of limitation.**

It has been observed that the Applications/ Replies/Revisions/ Review/ Appeals/ Writs are not being filed in time before various courts including the Raj. High Court following which the Courts take a serious view resulting into dismissal of the cases against the Nigam due to expiry of limitation period. Dismissal of the cases on point of limitation not only comes heavily on the scant resources of Nigam but also tarnishes the image of the Nigam. In-ordinate delays in filing of SLP has also been viewed seriously by the Supreme Court in the case of 'Raj. Sate V/s Nisha Sharma' and it was ordered to punish those officers/ officials found guilty, after enquiry.

To ensure filing of required Applications/ Replies/Revisions/ Review/ Appeals/ Writs with in the reasonable time/period of limitation, it is again enjoined upon all Officer In-charges appointed/to be appointed in the cases on behalf of the Nigam and all other responsible officers, to strictly comply with the following directions:

1. In the cases filed against AVVNL, the reply must positively be filed on the scheduled date fixed for filing reply by the court.
2. All relevant documents should be enclosed with the reply.
3. To record the progress of the case on every date fixed and also to attend the office of the Advocate and the Court, if necessary.
4. The OIC should apply for certified copy of decision on the very day of decision through advocate and obtain it expeditiously, along with opinion of penal advocate in the case.
5. The OIC should send the complete case to the concerned SE alongwith all related documents and comments within 3 days of obtaining certified copy of decision and opinion of Advocate,

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6. The SE concerned should get the case thoroughly examined from his legal cell. If the case falls in his competency, the SE should take decision without loosing on time. If the case requires submission to the Legal Cell of Corporate Office, the same must be sent within 5 days providing complete facts, analysis of order etc in prescribed format alongwith specific comments with grounds whether case is fit for filing Appeal/ Writ/Revision/Review or No Appeal.
7. As and when the Office Order of appointment of OIC and Advocate, is received, the OIC should swing into action for filing Applications/ Replies/ Revisions/Review/ Appeals/ Writs with in the reasonable time of limitation for which he should contact panel Advocate alongwith with the complete case file, certified copy of judgment, documents, orders, circulars, Para wise factual report etc.
8. The OIC should ensure that Applications/ Replies/ Revisions/Review/ Appeals/ Writs Application is filed by the advocate in the prescribed time.

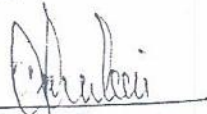
Strict compliance of the directions given in this circular be ensured so as to avoid dismissal of the cases on the ground of late filing. Disciplinary action will be taken against the Officer In-charge of the case or other officer-responsible for delays and defaults in performing his duties sincerely and such officer shall be personally responsible for the financial liabilities.

  
(B. L. Arya)

Chairman & Managing Director

**Copy to the following for information and necessary action:-**

1. The Chief Engineer(O&M), AVVNL, Ajmer
2. The Zonal C.E..((UZ)/(JZ), AVVNL, Udaipur/ Jhunjhunu
3. Financial Adviser & COA, AVVNL, Ajmer.
4. The Dy. Chief Engineer (Comml.), AVVNL, Ajmer
5. The Dy. Chief Engineer (Vig.), AVVNL, Ajmer
6. Officer on Special Duty, AVVNL, Jaipur.
7. Chief Accounts Officer, AVVNL, Ajmer.
8. The Superintending. Engineer (Plan/ MM/ Civil), AVVNL, Ajmer
9. The Superintending. Engineer (O&M), AVVNL, \_\_\_\_\_. He is requested to send the copy of circular to all OICs working under his jurisdiction.
10. Deputy Secretary (A&P-I), AVVNL, Ajmer.
11. Deputy Secretary (A&P-II), AVVNL, Ajmer.
12. The Dy. Director(P), AVVNL, Ajmer/Udaipur/ Jhunjhunu
13. Personnel Officer (O&M)/(LC/IT), AVVNL, \_\_\_\_\_.

  
Company Secretary