

F. No. 01(05)/Circular/CESTAT/2017
Customs, Excise & Service Tax Appellate Tribunal
West Block No. 2, R.K. Puram, New Delhi -110066

Date: 15.02.2019

OFFICE ORDER

It has been noticed that there is an inordinate delay in uploading Daily Orders on the website despite orders having being issued in this behalf with instructions for strict observance. It is also found that the Daily Orders are not received in time by the Court Masters to place them in the concerned file resulting in accumulation of files with the Court Masters. Hence, it is directed that all Daily Orders shall be uploaded immediately after they are signed and thereafter send to the Court Master. If any SPS/ Steno goes on leave, the pairing Steno will complete the uploading. Court Masters shall retain the files till such time the orders are received from the SPS/ Steno and if the Daily Orders are not received within two days it may be reported to the concerned Asstt. Registrar/ Dy. Registrar after reminding the concerned SPS/ Steno.

Any deviation found will be viewed seriously.



(Bineesh Kumar K.S)
Registrar

Copy to :

1. SPS to Hon'ble President, CESTAT, Delhi
2. Dy. Registrar/ Asstt. Registrar, CESTAT, all Benches (for necessary instruction to the Court Master)
3. SPS/PA, CESTAT, all Benches (with the direction to keep the timeline in respect of uploading of orders as per the prevailing instructions.)
4. Office copy/ Guard file
5. Notice Board/ Website