

The Destruction of Judicial Documents (Revenue Courts and Offices) Rules, 1961

MADHYA PRADESH

India

The Destruction of Judicial Documents (Revenue Courts and Offices) Rules, 1961

Rule

THE-DESTRUCTION-OF-JUDICIAL-DOCUMENTS-REVENUE-COURTS- of 1961

- Published on 16 January 1962
- Commenced on 16 January 1962
- [This is the version of this document from 16 January 1962.]
- [Note: The original publication document is not available and this content could not be verified.]

The Destruction of Judicial Documents (Revenue Courts and Offices) Rules, 1961Published vide Notification M.P. Gazette, Part 4-Ga, dated 16-1-1962

1. Short title and commencement.

(1)These rules may be called the Destruction of Judicial Documents (Revenue Courts and Offices) Rules, 1961.(2)They shall come into force from the date of their publication in the official gazette.

2. Definitions.

- In these rules, unless the context otherwise requires,-(1)"Authorised Officer" means an officer authorised by the presiding officer of any revenue court or the head of an office as the case may be, to perform the functions of the authorised officer under these rules;(2)"document" means the judicial document in the possession and custody of Revenue Courts and officers;(3)"schedule" means a schedule appended to these rules.

3. Preservation of documents.

- The documents mentioned in the schedule shall be preserved for the periods specified in column (6) of schedule I.

4. Documents to be destroyed.

- All documents shall be destroyed after the expiry of the period for which they are to be preserved under rule 3.

5. Inspection of documents.

- All documents to be destroyed shall be selected by the record-keeper and the office superintendent or the head clerk and submitted for inspection of the authorised officer and no papers shall be destroyed without the orders of the authorised officer who shall satisfy himself that they are not of sufficient importance to be preserved and the period of their preservation has expired.

6. Manner of destruction of documents.

- The document may be destroyed either-(i)by tearing, or(ii)by burning.in the presence of an authorised officer:Provided that the documents of the secret or confidential nature shall be destroyed only by burning.

7. Disposal after the documents are destroyed.

- The documents destroyed in the manner prescribed in clause (i) of rule 6 may be sold or otherwise disposed of in such manner as the authorised officer thinks fit.

8. Multiation of court-fee stamp.

- All court-fee stamps attached to the documents, shall be mutilated in such manner that it shall be impossible to use them again.

9. Register of documents destroyed.

- A register of the documents destroyed shall be maintained in the form in Schedule II.