HIGH COURT OF SIKKIM

GANGTOK

No. 22/HCS **Date:** 20/10/26

CIRCULAR

With a view to ensuring an efficient, streamlined and environment-friendly workflow, all official communications, note-sheets, drafting, file movement and approvals within the High Court Registry shall henceforth be processed exclusively through the designated **Digital Office Portal**.

For the smooth functioning of the Registry, physical files that are already in transit may be processed as necessary. However, all new files shall be opened and processed strictly through the Digital Office Portal.

All concerned are accordingly directed to ensure strict compliance with the above instructions to facilitate a smooth and seamless transition towards a paperless office.

By Order,

Sd/-
REGISTRAR GENERAL

Copy to: No. 14024-37/HCS **Date:**

1. Joint Registrar-cum-Senior Judgment Writer to Hon'ble Chief Justice, High Court of Sikkim, Gangtok;
2. Joint Registrar-cum-Senior Judgment Writer to Hon'ble Judge, High Court of Sikkim, Gangtok;
3. P.A to Registrar General, High Court of Sikkim, Gangtok;
4. P.A to Registrar, High Court of Sikkim, Gangtok;
5. P.A to Registrar (Judicial Service), High Court of Sikkim, Gangtok;
6. All Section In-charge, High Court of Sikkim, Gangtok;
7. Computer Cell, High Court of Sikkim for uploading the same in the website of High Court of Sikkim;
8. Readers
9. Notice Board;
10. Guard file; and
11. File

14.10.26

CENTRAL PROJECT COORDINATOR