

Government of the People's Republic of Bangladesh  
**Judicial Administration Training Institute**  
15, College Road, Dhaka-1000  
Website: [www.jati.gov.bd](http://www.jati.gov.bd)

No. : 10.06.0000.002.01.001.14(part-11)-470.

Date: 23.01.2024

**Subject: Participation in the 49<sup>th</sup> Foundation Training Course for the Assistant Judges/Equivalent Judicial Officers to be held from 03 February to 01 June, 2024.**

**Ref: Memo No. 10.00.0000.125.25.012.23.33, dated: 22.01.2024 of the Law & Justice Division, Ministry of Law, Justice & Parliamentary Affairs.**

Dear Participant,

As one of the nominated trainees, we welcome you to attend the 49<sup>th</sup> Foundation Training Course to be held from **03 February to 01 June, 2024** at the **Judicial Administration Training Institute (JATI)**. You are requested to submit the **Registration Form** online available in our website at <http://jati.gov.bd> and report at the Seminar Hall of the Institute at 8.30 am sharp on 03.02.2024.

As the Foundation Training Course is residential, your stay at the JATI dormitory is mandatory during the whole tenure of the training programme. The dormitory will be kept open for your arrival from 12:30 pm on 02.02.2024.

Please note that you have to bring a copy of judgment either civil or criminal delivered by you in the recent past preferably in English for submission at the time of reporting in the Hall room. These will be taken up for assessment & discussion during the sessions on writing judgment designed to enhance your skill of writing good judgment upon proper appreciation of evidence.

To provide some preliminary ideas as to the scheme of the course and extra-curricular activities, a **Course Brochure** containing basic information regarding the training programme and other relevant matters is annexed herewith.

Kindly note that during the training session, you are required to wear formal dresses (full sleeve shirt, tie which is supplied by JATI with black coat and shoes for the male officers and sari/salwar kameez with black coat for the female officers). For everyday PT/Yoga and Games, male officers are requested to bring track suits, white T-shirts (with collar), trousers and sports shoes, and female officers are requested to bring white salwar kameez, orna and sports shoes. You may bring your personal Badminton Racket for playing badminton at the Institute. After your arrival at the Institute, an amount of Tk. 15,000/- (Fifteen thousand) will be reimbursed to you as kit allowance.

**It is to be mentioned here that children of more than two years of age is not allowed. So, the trainee judges are requested not to bring a child of more than two years of age.**

We hope, this training course will be of great help in enriching your legal knowledge, judicial skills and leadership qualities required for the overall administration and management of the concerned court presided by you.



**(Sk. Ashfaque Rahman)**  
Director (Training) & Course Director  
(Senior District Judge)  
49<sup>th</sup> Foundation Training Course  
Tel: 02-41053487 (Office)

**For further information please contact**

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