PATNA HIGH COURT

NOTICE

This is for information to all concerned that the Criminal Court Rules is being drafted afresh in light of the three new criminal laws. Part- II, V, VI, VIII and the appendices is being hereby published on the official website of the Court for information to all the stakeholders.

All the stakeholders are invited to submit their suggestions in the draft rules, if any, within three weeks. Suggestions may be sent through e-mail at admrules-hcpat-bih@gov.in

By Order

Dated, Patna the 02nd September, 2026
Adm. (Rules) Department

Registrar General

CRIMINAL COURT RULES OF THE HIGH COURT OF JUDICATURE AT PATNA

INDEX

CRIMINAL COURT RULES OF THE HIGH COURT OF JUDICATURE AT PATNA

PART II — RULES REGARDING PRACTICE AND PROCEDURE UNDER SPECIAL ACTS (DRAFT FOR DISCUSSION)

Proposed for inclusion in the comparative draft submitted under Letter No. 40505-40506 / File No. X-05-2016 (P.F.)/A.D. (Rules) dated 29.04.2026

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RULES REGARDING PRACTICE AND PROCEDURE UNDER SPECIAL ACTS
Part II now covers: uniform oaths and affirmations under the Oaths Act, 1969, including child witnesses, interpreters, translators, special educators and sign-language interpreters, administration through audio-video electronic means and the effect of omission or irregularity; the juvenile justice framework under the Juvenile Justice (Care and Protection of Children) Act, 2015 and the Rules thereunder (replacing the repealed Reformatory Schools Act, 1897); and the treatment of doubtful, counterfeit and electronic stamps and the examination and impounding of instruments under the Indian Stamp Act, 1899 read with the Bharatiya Nyaya Sanhita, 2023 and the Bharatiya Nagarik Suraksha Sanhita, 2023.</td></tr>
<tr><td colspan="3">CHAPTER I
OATHS AND AFFIRMATIONS — THE OATHS ACT, 1969
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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
witnesses, interpreters and deponents of affidavits as per the Schedule to the 1969 Act; election between oath and affirmation; uniform and secular administration without any religious text or symbol; child witnesses and persons to whom oath is not administered; oaths of interpreters, translators, special educators and sign-language interpreters; administration through video conferencing and electronic mode; omission or irregularity not to invalidate; duty to state the truth and consequences of false evidence.		
Rule 104. The following forms of oaths and affirmations are prescribed by the High Court of Judicature at Patna under Section 7, Act X of 1873. FOR WITNESSES — Oath: "I swear that the evidence which I shall give in this case shall be true, that I will conceal nothing, and that no part of my evidence shall be	**Rule 104: Forms of oaths and affirmations under the Oaths Act, 1969.** (1) All references in these Rules to the Indian Oaths Act, 1873 (X of 1873) shall be construed as references to the Oaths Act, 1969 (44 of 1969), by which the 1873 Act stands repealed and re-enacted. (2) Every oath or affirmation to a witness, interpreter, translator or deponent shall be administered by the Court, or by an officer empowered in that behalf under sub-section (2) of Section 6 of the Oaths Act, 1969, according to the form in the Schedule to that Act appropriate to the case, namely — (a) Witnesses (Form No. 1): "I do swear in the name of God /	Existing Rule 104, Part II, Chapter I, framed under Section 7 of the Indian Oaths Act, 1873. The 1873 Act stands repealed by the Oaths Act, 1969 (44 of 1969) (subject to the saving for pre-existing agreements referable to Sections 9 to 12 of the 1873 Act); forms now flow from Section 6 read with the Schedule to the 1969 Act. Sections 3 to 8 and the Schedule

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
false. So help me God.” Affirmation: “I solemnly declare that the evidence which I shall give in this case shall be true, that I will conceal nothing, and that no part of my evidence shall be false.” FOR INTERPRETERS — Oath: “I swear that I will well and truly interpret, translate and explain all questions and answers, and all such matters as the Court may require me to interpret, translate and explain. So help me God.” Affirmation: “I solemnly	solemnly affirm that what I shall state shall be the truth, the whole truth and nothing but the truth.”; (b) Interpreters and translators (Form No. 3): “I do swear in the name of God / solemnly affirm that I will well and truly interpret and explain all questions put to and evidence given by witnesses and translate correctly and accurately all documents given to me for translation.”; (c) Deponents of affidavits (Form No. 4): “I do swear in the name of God / solemnly affirm that this is my name and signature (or mark) and that the contents of this my affidavit are true.” — including affidavits required under these Rules, such as the disclosure affidavit accompanying bail applications under Rule 32-A(4). (3) Before administration, the person shall be asked whether he elects to swear in the name of God or to make a solemn affirmation; the election rests with the person (Sections 5 and 6, Oaths Act, 1969) and shall be recorded.	(Forms 1, 3 and 4), Oaths Act, 1969. Section 530, BNSS 2023 — electronic mode of proceedings; BNSS Chapter XXV — recording of evidence. Form No. 4 supports the affidavit-verified disclosures now required in bail applications — Rule 32-A(4) of these Rules; Zeba Khan v. State of U.P., 2026 INSC 144.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
declare that I will well and truly interpret, translate and explain all questions and answers, and all such matters as the Court may require me to interpret, translate, or explain. So help me God.”	(4) No oath or affirmation shall be administered to an accused person unless he is examined as a witness for the defence (Section 4(2), Oaths Act, 1969), consistent with Chapter III of Part I of these Rules (confessions and statements of accused). (5) The fact and form of administration shall be recorded in the deposition or memorandum of evidence, whether the evidence is recorded physically or by audio-video electronic means, and shall form part of the physical or electronic record.	
Rule 105. Christian witnesses and interpreters to whom oaths are administered are to be sworn upon the New Testament.	**Rule 105: Uniform administration; no religious text or symbol to be required.** (1) The forms in the Schedule to the Oaths Act, 1969 apply uniformly to all persons irrespective of religion, faith or community. No witness, interpreter, translator or deponent shall be required to swear upon, hold or touch the New Testament or any other religious text, book, object or symbol as a condition of giving evidence or making an affidavit. (2) Where a witness in any judicial proceeding of his own	Existing Rule 105 is obsolete: it was framed under the Indian Oaths Act, 1873, whereas the Oaths Act, 1969 — enacted pursuant to the 28th Report of the Law Commission of India — replaced denomination-specific swearing with uniform secular forms. A community-specific form now

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	volition desires to give evidence on oath or solemn affirmation in any form common amongst persons of the class to which he belongs, the Court may permit such form if it is not repugnant to justice or decency (proviso to Section 6(1), Oaths Act, 1969); the desire of the witness and the form permitted shall be recorded in the deposition. (3) No adverse inference shall be drawn, and no remark shall be made or recorded, on account of a person's election to make a solemn affirmation instead of an oath, or of the form chosen by him.	survives only at the witness's own desire under the proviso to Section 6(1) of the 1969 Act, and cannot be imposed by the Court. Articles 14 and 25, Constitution of India — equal and religiously neutral treatment of witnesses. Substitution of the existing rule is accordingly proposed.
Rule 106. In other cases the oaths are to be administered upon such symbol, or accompanied by such act, as may be usual, or as such witness or interpreter may	**Rule 106: Child witnesses and persons to whom oath or affirmation is not administered.** (1) Where the witness is a child under twelve years of age and the Court or the person having authority to examine the witness is of opinion that, though the child understands the duty of speaking the truth, the child does not understand the nature of an oath or affirmation, no oath or affirmation shall be administered	Existing Rule 106; its conscience-based flexibility is preserved through the proviso to Section 6(1) (see Rule 105(2)) while the rule is recast for child witnesses. Proviso to Section 4(1) and Section 7, Oaths Act, 1969 —

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
acknowledge to be binding on his conscience.	(proviso to Section 4(1), Oaths Act, 1969). The Court shall record its opinion; the absence of oath or affirmation shall not render the evidence inadmissible nor affect the child's obligation to state the truth. (2) The Court may satisfy itself of the competency of a child witness, or of a witness of advanced age, illness or infirmity, by putting simple preliminary questions in a child-friendly and non-intimidating manner, keeping in view Section 124 of the Bharatiya Sakshya Adhiniyam, 2023 (who may testify). (3) In the case of a child or vulnerable witness within the meaning of the Patna Vulnerable Witness Guidelines, the oath, affirmation or preliminary questioning shall, as far as practicable, be administered at the Vulnerable Witness Deposition Centre or through the child-friendly and accessibility arrangements provided in Part I of these Rules, in the presence of a support person, interpreter, translator, special educator or para-professional where ordered.	child under twelve; evidence not rendered inadmissible. Section 124, Bharatiya Sakshya Adhiniyam, 2023. POCSO Act, 2012 — child-friendly recording of evidence; Patna Vulnerable Witness Guidelines / Vulnerable Witness Deposition Centre framework (Smruti Tukaram Badade v. State of Maharashtra).2022 SCC OnLine SC 78 Consistent with Part I, Chapter IX (mode of recording evidence) of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	(4) The record shall state whether the witness was examined on oath, on affirmation, or without oath or affirmation under sub-rule (1), and the reason.	
New Rule.	**Rule 106-A: Oaths of interpreters, translators, special educators and sign-language interpreters.** (1) Every interpreter or translator — including a sign-language interpreter, special educator, intermediary or facilitator appointed to assist a child, a vulnerable witness or a person with disability — shall, before entering upon his duty in a case, be administered the oath or affirmation in Form No. 3 of the Schedule to the Oaths Act, 1969; the official interpreter of a Court shall, on entering upon the execution of the duties of his office, take an oath or affirmation that he will faithfully discharge those duties (Section 4(2), Oaths Act, 1969). (2) The District Judge / Sessions Judge may maintain, in consultation with the District Legal Services Authority and the District Child Protection Unit, a panel of qualified interpreters,	New rule proposed. Section 4(2) and Schedule Form No. 3, Oaths Act, 1969. Sections 26 and 38, POCSO Act, 2012 and POCSO Rules, 2020 — assistance of interpreters, special educators and experts for child witnesses. Section 12, Rights of Persons with Disabilities Act, 2016 — access to justice and provision of suitable support. BNSS Chapter XXV — interpretation of evidence to

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	translators, sign-language interpreters, special educators and experts, having regard to the qualifications indicated in the POCSO Rules, 2020, for use by all criminal courts in the judgeship. (3) Every such person shall furnish an undertaking of confidentiality, and shall not disclose any information relating to in-camera proceedings, POCSO matters, protected or vulnerable witnesses or sealed records; breach shall be dealt with under the confidentiality provisions of Parts III and IV of these Rules and in accordance with law. (4) The name and designation of the interpreter, translator, special educator or sign-language interpreter, and the fact of administration of the oath or affirmation, shall be recorded in the deposition; where the evidence is recorded through video conferencing, the oath or affirmation shall be administered by the Presiding Officer from the court point.	accused and Court. Patna Vulnerable Witness Guidelines — support persons and facilitators; consistent with the e-filing particulars in Part I of these Rules recording interpreter / special educator requirements.
New Rule.	**Rule 106-B: Administration of oath or affirmation through**	New rule proposed.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	audio-video electronic means. (1) Where a witness, interpreter or deponent is examined or heard through video conferencing or other audio-video electronic means under Section 530 of the BNSS, 2023 or under the video conferencing framework adopted by the High Court, the oath or affirmation shall be administered by the Presiding Officer through such means after due verification of identity, and the coordinator at the remote point shall ensure the solemnity of the administration and that the witness is not prompted, tutored or assisted except as permitted. (2) Where the appearance of a government official or a witness is through video conferencing in terms of Circular Order No. 02 of 2024, the invitation link shall be sent by the Registry in accordance with paragraph 2.2 of that Circular, and the oath or affirmation shall be administered as provided in sub-rule (1). (3) The mode of appearance, the form administered and the identity verification shall be recorded in the deposition and the	Section 530, BNSS 2023 — trials, inquiries and proceedings, including recording of evidence, in electronic mode. Circular Order No. 02 of 2024 (SOP on personal appearance of government officials pursuant to State of U.P. v. Association of Retired Supreme Court and High Court Judges), paras 2.1 and 2.2 — video conferencing as the first option and transmission of the invitation link by the Registry. Section 7, Oaths Act, 1969 — omission or irregularity not to invalidate. Video conferencing framework

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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	order-sheet; any irregularity in remote administration shall be governed by Section 7 of the Oaths Act, 1969, but the Court may re-administer the oath or affirmation where it considers it necessary.	adopted by the High Court for courts in Bihar.
New Rule.	**Rule 106-C: Omission or irregularity; obligation to state the truth; false evidence.** (1) No omission to take any oath or make any affirmation, no substitution of one for the other, and no irregularity in the administration or form of an oath or affirmation, shall invalidate any proceeding or render inadmissible any evidence (Section 7, Oaths Act, 1969). (2) Every person giving evidence on any subject before any Court or person authorised to administer oaths and affirmations shall be bound to state the truth on such subject (Section 8, Oaths Act, 1969), whether or not an oath or affirmation has in fact been administered, including a child examined without oath under Rule 106(1).	New rule proposed, giving rule-form to Sections 7 and 8 of the Oaths Act, 1969 and to the case-notes printed with the existing rules (a false statement before the Court, whether on affidavit or not, is not to be treated lightly — Sushil Kumar v. Rakesh Kumar(2003) 8 SCC 673). Chapter XIV, Bharatiya Nyaya Sanhita, 2023 — false evidence and offences against public justice (replacing Chapter XI, IPC).

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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	(3) Where it appears to the Court that any person has intentionally given false evidence or fabricated evidence in or in relation to a proceeding, the Court may proceed in accordance with Section 379 of the BNSS, 2023 (corresponding to Section 340 of the Code of Criminal Procedure, 1973), with reference to the offences under Chapter XIV of the Bharatiya Nyaya Sanhita, 2023 (false evidence and offences against public justice).	Section 379, BNSS 2023 — procedure for prosecution for offences affecting the administration of justice.

CHAPTER II

THE JUVENILE JUSTICE (CARE AND PROTECTION OF CHILDREN) ACT, 2015

RULES 107 TO 107-F

This chapter includes: substitution of the repealed Reformatory Schools Act, 1897 framework by the Juvenile Justice (Care and Protection of Children) Act, 2015, the Juvenile Justice Model Rules, 2016 and the Bihar Juvenile Justice (Care and Protection of Children) Rules, 2017; exclusive jurisdiction of the Juvenile Justice Board and the Children’s Court; apprehension, production and custody of children in conflict with law; bail and same-case listing; determination of age and claim of juvenility; inquiry timelines, preliminary assessment for heinous offences and trial as an adult; identity protection, records, confidentiality and removal of disqualification; and general procedure and interface with the POCSO Act and other laws.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Rule 107. For rules under the Reformatory Schools Act — vide Bihar and Orissa Government's no. 197-201-J., dated the 29th January 1917, circulating "Summary of orders relating to the treatment of juvenile offenders" and also the Reformatory Schools Act Manual, issued by the Local Government. [G.L. 5/63.]	**Rule 107: Juvenile justice framework; exclusive jurisdiction.** (1) The Reformatory Schools Act, 1897, the Government circular of 29th January 1917 and the Reformatory Schools Act Manual referred to in the existing rule stand repealed and superseded. All references thereto in these Rules, registers and forms shall stand deleted. Matters concerning children in conflict with law shall be governed by the Juvenile Justice (Care and Protection of Children) Act, 2015, the Juvenile Justice Model Rules, 2016 and the Bihar Juvenile Justice (Care and Protection of Children) Rules, 2017, as amended from time to time. (2) Notwithstanding anything in the BNSS, 2023, no child in conflict with law shall be tried by an ordinary criminal court; all such matters shall be inquired into by the Juvenile Justice Board constituted for the district (Sections 4 and 8), and, where so ordered after preliminary assessment, tried by the Children's Court (Sections 2(20), 15, 18(3) and 19).	Existing Rule 107, Part II, Chapter II, is wholly obsolete: the Reformatory Schools Act, 1897 stands repealed vide the Repealing and Amending (Second) Act, 2017 (First Schedule), and the field is occupied by the Juvenile Justice (Care and Protection of Children) Act, 2015. Sections 1(4), 3, 4, 8, 9, 94, Juvenile Justice (Care and Protection of Children) Act, 2015. Juvenile Justice Model Rules, 2016; Bihar Juvenile Justice (Care and Protection of Children) Rules, 2017. Patna High Court juvenile justice

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	(3) Whenever it appears to any criminal court, at any stage of a proceeding, that the person brought or appearing before it is or was a child on the date of commission of the offence, the court shall record its opinion, make due inquiry under Section 94, and forward the child and the record forthwith to the Board having jurisdiction (Section 9(1)); a claim of juvenility may be raised before any court, at any stage, even after final disposal of the case (Section 9(2)). (4) Every Presiding Officer shall keep in view the fundamental principles in Section 3 of the Act (presumption of innocence, dignity and worth, best interest, privacy and confidentiality, and the principle of institutionalisation as a last resort) in every proceeding touching a child.	materials (FAQ under J.J. Act, 2015 & Rules) published for courts in Bihar.
New Rule.	**Rule 107-A: Apprehension, production and custody of a child in conflict with law.** (1) No First Information Report shall be registered against a child except where a heinous offence is alleged, or where the	New rule proposed. Sections 10, 12(2) and 13, Juvenile Justice Act, 2015. Rule 8, Bihar Juvenile Justice

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	offence is alleged to have been committed jointly with an adult; in all other cases the information shall be recorded in the general daily diary by the Special Juvenile Police Unit or the Child Welfare Police Officer, followed by the social background report, and forwarded to the Board before the first hearing (Rule 8(1), Bihar Juvenile Justice Rules, 2017 / Model Rules, 2016). The power to apprehend shall be exercised only in respect of heinous offences, unless apprehension is in the best interest of the child. (2) A child alleged to be in conflict with law, if apprehended, shall be placed in the charge of the Special Juvenile Police Unit or the Child Welfare Police Officer and produced before the Board without loss of time and in any case within twenty-four hours of apprehension, excluding journey time (Section 10); the child shall in no case be placed in a police lock-up or lodged in jail, and shall not be handcuffed, chained or otherwise fettered. (3) The parent or guardian and the Probation Officer shall be	(Care and Protection of Children) Rules, 2017, corresponding to Rule 8, Juvenile Justice Model Rules, 2016 — no FIR except heinous offence or joint commission with adult; general daily diary entry and social background report. Circular Order No. 01 of 2023 — compliance with Arnesh Kumar v. State of Bihar, (2014) 8 SCC 273. Consistent with Part I, Chapter I (general) and Chapter III (statements) of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	informed of the apprehension forthwith (Section 13); the child shall be informed promptly of the allegations, and shall be provided medical assistance and the assistance of an interpreter or special educator where required. (4) Where the Board is not sitting, the child shall be produced before an individual Member of the Board in the manner provided by the Rules; pending production, the child shall be kept only in an Observation Home or a place of safety, never in a police station or jail. (5) The arrest-restraint safeguards under Circular Order No. 01 of 2023 (Arnesh Kumar directions) shall apply with even greater rigour where the person concerned is or appears to be a child.	
New Rule.	**Rule 107-B: Bail of a child in conflict with law; listing and disclosure.** (1) Notwithstanding anything contained in the BNSS, 2023 or in any other law for the time being in force, a child in conflict with law shall be released on bail with or without surety, or placed	New rule proposed. Section 12, Juvenile Justice Act, 2015 — bail of a child the rule, refusal the exception on recorded statutory grounds.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	under the supervision of a Probation Officer, or under the care of a fit person, whether the alleged offence is bailable or non-bailable; release may be declined only on the grounds specified in Section 12(1) of the Act — reasonable grounds for believing that release is likely to bring the child into association with any known criminal, or expose the child to moral, physical or psychological danger, or that release would defeat the ends of justice — and the reasons and circumstances shall be recorded in writing. (2) A child not released on bail shall be kept only in an Observation Home or a place of safety, and in no case in a police station or jail (Section 12(2)); where a bail order remains unacted upon for want of surety or compliance with a condition, the Board shall review and may modify the conditions. (3) All bail applications relating to a child arising out of the same FIR, general diary entry, police case or complaint — including applications under the Juvenile Justice Act — shall be	Circular Order No. 03 of 2024, para 1 — same-Judge listing expressly extended to bail applications under Special Acts including the Juvenile Justice Act, 2015; Circular Order No. 01 of 2024; Circular Order No. 01 of 2025 (Shekhar Prasad Mahto Writ Petition (Criminal) No. 55 of 2025) — one-Judge listing and due weightage to earlier views. Rules 32-A and 32-C of these Rules; Zeba Khan v. State of U.P., 2026 INSC 144 — disclosure obligations; Anna Waman Bhalerao v. State of Maharashtra, 2025 INSC 1114 — expeditious disposal of matters of personal

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	listed before the same Judge or Bench in accordance with Circular Order Nos. 01 of 2024, 03 of 2024 and 01 of 2025, and the disclosure requirements of Rule 32-A shall apply mutatis mutandis. (4) In every such application, order and register, the identity of the child shall be protected: the cause title and all records shall use anonymised descriptors or initials, and no particulars prohibited by Section 74 of the Act shall be disclosed. (5) Bail applications concerning children shall be taken up with the urgency contemplated by Rule 32-C(3) of these Rules and disposed of within the timelines applicable to bail matters.	liberty. Section 74, Juvenile Justice Act, 2015 — identity protection.
New Rule.	**Rule 107-C: Determination of age and claim of juvenility.** (1) Where it is obvious to the Board or the Court, based on appearance, that the person is a child, it shall record its observation of the approximate age and proceed without waiting for further confirmation (Section 94(1)). (2) Where there are reasonable grounds for doubt, age shall be	New rule proposed. Sections 9 and 94, Juvenile Justice Act, 2015; corresponding provisions of the Bihar Juvenile Justice Rules, 2017 / Model Rules, 2016.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	determined by seeking evidence in the following order: (i) the date of birth certificate from the school, or the matriculation or equivalent certificate from the examination board concerned; (ii) in its absence, the birth certificate given by a corporation, municipal authority or panchayat; (iii) only in the absence of (i) and (ii), an ossification test or any other latest medical age determination test, to be completed within fifteen days of the order (Section 94(2)). (3) The age recorded by the Board or the Court shall, for the purposes of the Act, be deemed to be the true age of the person (Section 94(3)); where an age range is estimated medically, the benefit shall ordinarily be extended to the child in accordance with settled law. (4) These provisions apply to every criminal court before which a claim of juvenility is raised, at whatever stage, including after final disposal (Section 9(2)); the court shall record a finding and, where the person is found to be a child, forward the matter	Settled position on the documentary hierarchy and the benefit of medical age estimation — Rishipal Singh Solanki v. State of U.P. and connected authorities. 2021) 6 SCC 268 Consistent with the record and order-sheet requirements in Part III of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	to the Board.	
New Rule.	**Rule 107-D: Inquiry, preliminary assessment and proceedings before the Children's Court.** (1) An inquiry by the Board shall be completed within four months of the first production of the child, extendable by a further period not exceeding two months for reasons recorded (Section 14(2)); if an inquiry into a petty offence remains inconclusive even after the extended period, the proceedings shall stand terminated (Section 14(4)). (2) Where a heinous offence is alleged to have been committed by a child who has completed sixteen years of age, the Board shall conduct the preliminary assessment under Section 15 within three months of first production (Section 14(3)); the Board may take the assistance of experienced psychologists, psycho-social workers or other experts; the child shall be presumed innocent during the assessment; the order shall record reasons, and a copy shall be furnished to the child, the parent or	New rule proposed. Sections 14, 15, 18, 19 and 21, Juvenile Justice Act, 2015; Rule 10A, Model Rules, 2016 — preliminary assessment. Child in Conflict with Law through his Mother v. State of Karnataka, Criminal Appeal No. 2411 of 2024 (Supreme Court, 07.05.2024) and Circular Order No. 06 of 2024 issued in compliance — naming of Presiding Officers/Members in orders and recording of presence, purpose of adjournment and party seeking it.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	guardian and the Probation Officer; an appeal lies in terms of Section 101(2). (3) Where the Board orders transfer under Section 18(3), the Children's Court shall decide under Section 19 whether there is need for trial of the child as an adult; the child shall be kept in a place of safety; in no case shall a child be sentenced to death or to imprisonment for life without the possibility of release (Section 21); the final order shall include an individual care plan, with periodic review as provided by the Rules. (4) Every order of the Board or the Children's Court shall bear the name, and identification number where given, of the Principal Magistrate, Members or Presiding Officer signing it, and shall properly record the presence of the parties and counsel, the purpose of any adjournment and the party on whose behalf it was sought and granted, in terms of Circular Order No. 06 of 2024.	Consistent with Part I, Chapter X (judgment and sentence) and the order-sheet provisions of Part III, Chapter II of these Rules.
New Rule.	**Rule 107-E: Identity protection, records, confidentiality and**	New rule proposed.

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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	removal of disqualification. (1) No report, order, judgment, cause list, register, certified copy, publication or upload shall disclose the name, address, school, photograph or any particulars calculated to lead to the identification of a child in conflict with law, a child victim or a child witness (Section 74 of the Act; Circular Order No. 05 of 2024; Patna Vulnerable Witness Guidelines); anonymised descriptors or initials shall be used in the cause title and all records. (2) Records of proceedings concerning children shall be kept in sealed or restricted-access physical and electronic custody in accordance with Part III of these Rules, with access limited to persons authorised by the Board, the Children's Court or the law. (3) Records of conviction shall be kept in safe custody for the period provided by the Rules and thereafter destroyed, save that in a heinous offence where the child is found to be in conflict	Sections 24, 74 and 99, Juvenile Justice Act, 2015; Model Rules, 2016 — destruction of records of conviction. Circular Order No. 05 of 2024 — non-disclosure of caste, religion and sensitive identity particulars in judgments and orders. Patna Vulnerable Witness Guidelines — redaction, anonymisation and restricted access. Part III, Chapters I to VI and Part IV, Chapter I of these Rules — restricted-access folders, inspection, copying and confidentiality.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	with law under Section 19(1)(i), the relevant records shall be retained by the Children's Court; a child shall not suffer disqualification attaching to conviction, and the Board shall make an order accordingly (Section 24). (4) Copies of, and inspection into, such records shall be granted only in accordance with Parts III and IV of these Rules, subject to redaction and the restrictions applicable to sensitive records.	
New Rule.	**Rule 107-F: General procedure and interface with other laws.** (1) There shall be no joint inquiry or trial of a child with a person who is not a child, notwithstanding anything contained in the BNSS, 2023 (Section 23 of the Act). (2) Proceedings before the Board shall be conducted in a child-friendly manner and shall not be adversarial in spirit; the Board may put questions to the child and witnesses in exercise of the power corresponding to Section 165 of the Indian Evidence Act, 1872, now Section 168 of the Bharatiya Sakshya Adhiniyam,	New rule proposed. Sections 2(20), 3, 14 and 23, Juvenile Justice Act, 2015; Model Rules, 2016. Section 168, Bharatiya Sakshya Adhiniyam, 2023 (corresponding to Section 165, Indian Evidence Act, 1872). POCSO Act, 2012, Sections 28 and 33 — Special Courts and

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	2023, with presumptions in favour of the child as provided by the Rules. (3) The Children's Court includes a court established under the Commissions for Protection of Child Rights Act, 2005 or a Special Court under the POCSO Act, 2012, and, where not designated, the Court of Session (Section 2(20)); where a child in conflict with law is also a victim or witness in a connected matter, the courts concerned shall coordinate listing, ensure identity protection and use the Vulnerable Witness Deposition Centre arrangements. (4) In matters of procedure not expressly provided for, the Board and the Children's Court shall follow the Act and the Rules, and, so far as may be and insofar as not inconsistent therewith, the procedure of the BNSS, 2023 for trial of summons cases.	child-friendly procedure; Patna Vulnerable Witness Guidelines. Consistent with Part I, Chapters VIII and IX of these Rules.
CHAPTER III **THE INDIAN STAMP ACT, 1899**		

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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
RULES 108 TO 108-C This chapter includes: reference of stamps of doubtful genuineness to the Collector and retention of examined physical and digital copies; action where a stamp appears counterfeit, fictitious or previously used, with reference to the Bharatiya Nyaya Sanhita, 2023 and Section 379 BNSS; the limited duty and the discretion of criminal courts to examine and impound instruments under Section 33 of the Act, with the proviso mapped to the corresponding BNSS proceedings (maintenance, and disputes as to immovable property); dealing with impounded instruments; verification of e-stamps; and registers, records and reporting.		
Rule 108. (a) When a Judicial Officer sees reason to doubt the genuineness of a stamp filed before him, the stamp should be forwarded to the Collector of the district, who will examine it, and satisfy himself, if possible, as to its character, reporting the result to the officer sending	**Rule 108: Stamps of doubtful genuineness; counterfeit, fictitious or re-used stamps.** (1) When a Judicial Officer sees reason to doubt the genuineness of a stamp on a document filed or produced before him, the stamp or the document bearing it shall be forwarded to the Collector of the district, who shall examine it, satisfy himself, if possible, as to its character, and report the result to the officer sending it. (2) Before forwarding, the Court shall retain an examined copy of the document, and, where the facility is available, a scanned or digital copy shall be placed in the electronic record with an	Existing Rule 108(a) and (b), Part II, Chapter III, retained in substance and modernised. Sections 178 to 186, Bharatiya Nyaya Sanhita, 2023 — offences relating to Government stamps (replacing Sections 255 to 263A, IPC). Section 379, BNSS 2023 — prosecution for offences affecting the administration of justice in

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
it. (b) Care should be taken to retain an examined copy of any document bearing a stamp which may be forwarded to the Collector under the above orders.	entry in the order-sheet and in the register maintained under Rule 108-C; the forwarding, and the result of the Collector's report, shall be recorded in the order-sheet. (3) Where the stamp appears to be forged or counterfeit, fictitious, previously used, or to bear an erased mark of use, the Court shall, in addition, consider action with reference to the offences under Sections 178 to 186 of the Bharatiya Nyaya Sanhita, 2023 (counterfeiting, using as genuine, possession, making or possessing instruments for counterfeiting, effacing, re-use and fictitious stamps), and, where the document was produced or given in evidence in the proceeding, follow the procedure under Section 379 of the BNSS, 2023; the matter shall be reported to the District Judge / Sessions Judge. (4) Custody and transmission of the document and the stamp shall follow Part III, Chapter VI of these Rules (custody, examination, requisitions and transmission).	relation to documents produced in Court (corresponding to Section 340, Cr.P.C.). Section 530, BNSS 2023 and Part III of these Rules — digital record, order-sheet entries and transmission.
New Rule.	**Rule 108-A: Examination and impounding of instruments**	New rule proposed.

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Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	not duly stamped. (1) The duty under Section 33 of the Indian Stamp Act, 1899 to examine and impound an instrument chargeable with duty which appears not duly stamped applies to criminal courts subject to proviso (a) to Section 33(2): a Magistrate or Judge of a criminal court is not required to examine or impound, if he does not think fit to do so, any instrument coming before him in the course of any proceeding other than a proceeding under Chapter XII or Chapter XXXVI of the Code of Criminal Procedure, 1898 — corresponding now to proceedings under Sections 144 to 147 (order for maintenance of wives, children and parents) and Sections 164 to 167 (disputes as to land, water or their boundaries) of the BNSS, 2023. (2) In proceedings referred to in sub-rule (1), an instrument chargeable with duty and not duly stamped shall not be admitted in evidence except upon payment of the duty and penalty as provided by Section 35 of the Act, in view of proviso (d)	Sections 33, 35, 38 and 42, Indian Stamp Act, 1899, as in force in Bihar. Proviso (a) to Section 33(2) and proviso (d) to Section 35 refer to Chapter XII (disputes as to immovable property) and Chapter XXXVI (maintenance) of the Code of 1898; these correspond to Sections 164 to 167 and Sections 144 to 147 of the BNSS, 2023 respectively, consistent with the section mapping adopted in Part I, Chapter V of these Rules. Settled position that impounding in other criminal proceedings is a matter of judicially exercised

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	thereto; in all other criminal proceedings the discretion whether to examine or impound shall be exercised judicially. (3) An instrument impounded shall be dealt with under Sections 38 and 42 of the Act: where it is admitted in evidence upon payment of duty and penalty, an authenticated copy together with a certificate and the amount shall be sent to the Collector; in every other case the instrument shall be sent in original to the Collector; the Collector's certificate and endorsement, and the return of the instrument, shall be placed on the record. (4) The impounding, the duty and penalty levied, the transmission to and the certificate of the Collector shall be recorded in the order-sheet and in the register maintained under Rule 108-C.	discretion.
New Rule.	**Rule 108-B: Electronic stamps; verification.** (1) Where a document filed or produced before a criminal court bears an e-stamp certificate issued under the e-stamping system authorised by the State Government or its authorised agency, the	New rule proposed. E-stamping system under the Indian Stamp Act, 1899 as implemented in Bihar through the

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	Court or an officer authorised by it may verify its authenticity through the designated online verification facility with reference to the unique identification number and particulars borne on the certificate, where such facility is available; the fact and result of verification shall be recorded in the order-sheet. (2) Where verification discloses a discrepancy, or the e-stamp certificate appears forged, altered, duplicated or already used or cancelled, the Court shall refer the matter to the Collector or the authorised agency for examination and report, retain a printed and a digital copy on the record, and proceed, where warranted, in the manner provided in Rule 108(3). (3) Nothing in this Chapter affects the law and rules relating to court-fees and stamps payable on applications and petitions, for which Part V of these Rules and the enactments, rules and circulars in force shall apply.	authorised agency; online verification of e-stamp certificates. Section 530, BNSS 2023 — use of electronic communication and records in criminal proceedings; Section 63, Bharatiya Sakshya Adhiniyam, 2023 — admissibility and certification of electronic records. Consistent with the e-filing, digital record and e-certified copy framework in Parts I, III and IV of these Rules and the Patna E-Certified Copy Rules, 2026.
New Rule.	**Rule 108-C: Register, records and reporting.** (1) Every criminal court shall maintain, physically or	New rule proposed. Registers and returns consistent

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	electronically, a register of stamps and instruments forwarded to the Collector or impounded under this Chapter, showing the case particulars and CNR number, description of the document, date of forwarding or impounding, duty and penalty levied, and the date and result of the Collector's report or certificate. (2) Periodic statements of pending references and impounded instruments may be submitted to the District Judge / Sessions Judge as directed. (3) Any loss, tampering or unauthorised handling of a document or stamp dealt with under this Chapter shall be reported and dealt with in accordance with the record-integrity provisions of Part III of these Rules.	with Part III (records, integrity, audit trail) and Part IV (information and copies) of these Rules. Supports supervision by the District Judge / Sessions Judge and the High Court over stamp references and impounded instruments.

CRIMINAL COURT RULES OF THE HIGH COURT OF JUDICATURE AT PATNA
PART V — FEES AND COSTS INCLUDING RULES AND ORDERS UNDER THE COURT-FEES ACT
(DRAFT FOR DISCUSSION)

Proposed for inclusion in the comparative draft submitted under Letter No. 40505-40506 / File No. X-05-2016 (P.F.)/A.D. (Rules) dated 29.04.2026

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
PART V **FEES AND COSTS INCLUDING RULES AND ORDERS UNDER THE COURT-FEES ACT** Part V now covers: the declaration of process fees by the High Court under clause (ii) of Section 20 of the Court-Fees Act, 1870 through a revisable Schedule (Appendix A), with process types mapped to the Bharatiya Nagarik Suraksha Sanhita, 2023 and electronic service through NSTEP and modes approved by the High Court; realization of costs and compensation without process-fee under Sections 273, 395, 396 and 400 BNSS; reduction and remission of court-fees under Section 35 of the Court-Fees Act with the free-copy entitlements of the BNSS, the Legal Services Authorities Act, 1987 and Circular Order No. 02 of 2025; searching, copying, urgent and e-certified copy fees harmonised with Part IV of these Rules and the Patna E-Certified Copy Rules, 2026; affidavit fees; cost of transmission of records; cancellation of court-fee stamps and digital consumption of electronic fee receipts; inspection; and new rules on electronic payment, registers and reconciliation, refund and adjustment, exemptions, and restricted access notwithstanding payment of fee.		
CHAPTER I **A. — PROCESS FEES** **PREAMBLE AND RULES 177 TO 185** This section includes: the vires recital under Section 20(ii) of the Court-Fees Act, 1870; the absolute bar on process fees in cognizable cases and Government prosecutions; the Schedule of process fees (Appendix A) with electronic issue and service; payment before issue and cure of deficiency without prejudice to urgent and liberty matters; realization of costs and compensation without process-fee; recovery of proclamation costs from absconding witnesses with protective safeguards; distance, riverine and ferry provisions freed of entries rendered obsolete by the Bihar Reorganisation Act, 2000; and the contempt exemption.		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Preamble. Rules framed by the High Court of Judicature at Patna, under Clause (ii) of Section 20 of the Court-Fees Act, 1870, declaring the fees chargeable for the service and execution of processes issued by the Courts of Magistrates. Note 1.—These rules apply only to processes served and executed by Magistrates' establishments. By this, however, it was not intended that processes issued under the orders of a Court of Sessions should be served without charge, as it was contemplated that such processes should always be issued by the District Magistrate at the discretion of the Sessions Judge. Note 2.—These rules do not apply to the service and execution of processes in the case of cognizable offences and no fee can legally be charged for the issue of process in the case of a cognizable offence, whether the case be instituted on complaint or not. The question whether fees are chargeable in any	**Preamble: Vires and general principles.** In exercise of the powers conferred by clause (ii) of Section 20 of the Court-Fees Act, 1870, as in force in Bihar, and of all other enabling powers, the following rules declare the fees chargeable for the service and execution of processes issued by the Criminal Courts subordinate to the High Court. Note 1.—These rules apply to processes served and executed through the establishment of the district judiciary, including processes issued by or under the orders of a Court of Session, which shall be routed for service and execution in the manner directed by the Sessions Judge, including through the National Service and Tracking of Electronic Processes (NSTEP) where available. Note 2.—These rules do not apply to the service and execution of processes in cognizable cases, and no fee can legally be charged for the issue of process in a cognizable case, whether instituted on complaint or otherwise. Chargeability shall be determined by the Court with reference to the provision of the Bharatiya Nyaya Sanhita, 2023 or other law creating the offence, whatever provision may be quoted in the complaint. Note 3.—No court-fee is leviable on a complaint preferred by a Municipal or other public officer exempted under Section 19 of the Court-Fees Act; process fees in non-cognizable cases instituted by such officers shall, however, be levied, and shall on conviction be recoverable from the	Existing Preamble and Notes 1 to 3, Part V, Chapter I-A, Criminal Court Rules of the High Court of Judicature at Patna. Section 20(ii), Court-Fees Act, 1870 — the High Court itself is to declare process fees by rule; the recital is accordingly retained as the vires anchor. Section 400, BNSS 2023 (corresponding to Section 359, Cr.P.C.) — costs on conviction in non-cognizable complaint cases, which by the terms of the Section may include process-fees. NSTEP — the e-Committee's National Service and Tracking of Electronic Processes, in use in the district judiciary. Cf. Criminal Rules of Practice, Kerala, 1982; Criminal Rules of Practice (Madras); Punjab & Haryana High Court Rules and Orders; the Jharkhand Criminal Court Rules continue this very text.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
particular case should be determined by the Magistrate with reference to the Section of the Indian Penal Code or other law relating to the offence in respect of which he directs process to issue, whatever the Section or law may be that is quoted in the complaint. Note 3.—Under Clause (xviii) of Section 19 of the Court-Fees Act, VII of 1870, no court-fee is leviable on a complaint preferred by a Municipal Officer. Court-fee should, however, be levied for processes issued in non-cognizable cases instituted by such officers, such fees being, on conviction of the accused, recovered from him under [Section 359 of the Code of Criminal Procedure, 1973 (Act No. 2 of 1974)]. [Note 4 deleted by C.S. No. 63.]	accused as costs under Section 400 of the Bharatiya Nagarik Suraksha Sanhita, 2023.	
177. The fees hereinafter mentioned shall be chargeable for serving and executing the processes to which the fees are respectively attached, viz.— (1) Warrant of arrest — for the	**Rule 177: Schedule of process fees.** (1) The fees chargeable for serving and executing processes issued by Criminal Courts shall be as specified in Appendix A to this Part against each class of process, namely — (a) warrant of arrest (Sections 72 to 83, BNSS); (b) summons	Existing Rule 177 (as amended by C.S. Nos. 63 to 65) and the Note of 26.09.1882. The figures were last touched in the pre-decimal and early-decimal era and are wholly unrealistic; they are moved to a

Existing Rule	**Proposed Rule**	**Reference of: - Proposed Amendment**
warrant in respect of each person named therein — Rs. 1.50; (2) Summons — for the summons in respect of one person, or of the first two persons residing in the same place — Re. 0.75; in respect of every additional person named therein — Re. 0.40; (3) Proclamation for absconding party under [Section 62] of the Criminal Procedure Code [sic] — Rs. 3.00; (4) Proclamation for witness not attending — Re. 0.75; (5) Warrant of attachment — for the warrant; where it is necessary to place officers in charge of property attached, for each officer so employed, per diem; (6) Written order — for the order; (7) Injunction — for the injunction; (8) Notice — for the notice in respect of one to four persons residing in the same village — Rs. 1.50; in respect of every additional person named therein — Re. 0.50 — at the rates shown against each item in the existing Schedule.	(Sections 63 to 71, BNSS), with the prescribed increment for each additional person; (c) proclamation for a person absconding (Section 84, BNSS); (d) proclamation or coercive process against a witness not attending; (e) warrant of attachment (Section 85, BNSS), with the per-diem charge for each officer placed in charge of attached property; (f) written order; (g) injunction or prohibitory order; and (h) notice, with the prescribed increment for each additional person. (2) The rates in Appendix A may be revised from time to time by the High Court by notification, in exercise of the power under Section 20 of the Court-Fees Act, 1870. (3) Where a process is issued and served in electronic form under Section 64(2), Section 71 or Section 530 of the BNSS, 2023, through NSTEP or another mode approved by the High Court, only the fee (if any) specified in Appendix A for electronic process shall be chargeable, and no separate fee for physical service shall be levied unless physical service is also directed. (4) Every process fee levied shall be entered against the case and its CNR number in the process register or the electronic case record. Note.—Rules 178 to 180 apply also to injunctions and prohibitory orders. An injunction in a proceeding connected with an offence — for example, an order under Section 162, BNSS (corresponding to Section 143, Cr.P.C.) — is	revisable Appendix, with the amounts to be fixed by the Committee. Sections 63 to 71 (summons, including Section 64(2) — electronic summons bearing the image of the Court's seal — and Section 71 — service on witness by registered post or electronic communication), 72 to 83 (warrants), 84 (proclamation), 85 (attachment), 2(1)(i) (electronic communication) and 530, BNSS 2023. Sections 162 to 167, BNSS 2023 — replacing the Cr.P.C. references in the 1882 Note, consistent with the mapping in Part I, Chapter V of these Rules. The substitution by C.S. No. 64 in item (3) prints "Section 62", evidently a misprint for Section 82, Cr.P.C. 1973 (proclamation); the proposed rule corrects the reference to Section 84, BNSS 2023.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Note.—The provisions of [Section 359] Cr.P.C., and of Rules 178 and 179 below, apply also to injunctions. Criminal officers are, however, reminded that injunctions in proceedings not connected with offences are not chargeable with any fee. An injunction under Section 143, Criminal Procedure Code, would, for example, be chargeable with the above fees whereas an injunction under Section 144 or 145 of the Code would not carry any fee [Rule No. 10 of 26th September, 1882].	chargeable; orders under Sections 163 to 167, BNSS (corresponding to Sections 144 to 148, Cr.P.C.) carry no fee.	NSTEP for electronic issue, service and real-time tracking of processes. Cf. process-fee and batta provisions of the Criminal Rules of Practice, Kerala, 1982 and the Criminal Rules of Practice (Madras); Jharkhand Criminal Court Rules (same parent text).
178. No fee shall be chargeable on any process of Criminal Court in any case where the prosecution is on the part of the Government. [Subs. by C.S. No. 65.]	**Rule 178: Government prosecutions and cognizable cases.** (1) No fee shall be chargeable on any process of a Criminal Court in any case where the prosecution is on the part of the Government or the State, including prosecutions conducted by any agency on behalf of the State. (2) No fee shall be chargeable on any process in a cognizable case, whether instituted on complaint or otherwise (Note 2 to the Preamble).	Existing Rule 178 (C.S. No. 65), retained in its absolute terms; the cognizable-case bar in Note 2 to the Preamble is restated in rule form for certainty. Section 20(ii), Court-Fees Act, 1870 — the rule-making power itself extends only to offences other than those for which police officers may arrest without warrant.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
179. No process which comes within the operation of rule 177 or 182 shall be drawn up for service or execution except upon an application made to the Court for that purpose in writing on a document bearing upon its face stamps not less in amount than the fee which is directed to be charged for serving and executing the process so sought to be drawn up. This application may, however, at the option of the party making it, be included in the petition by which he moves the Court to order process to issue, but in that case the petition must bear the requisite stamps for the process-fee, in addition to such stamps, if any, as are needed for its own validity; and in either case the filing of the application, thus duly stamped, shall constitute payment of the fee chargeable for the process.	**Rule 179: Payment before issue; cure of deficiency.** (1) No process within Rule 177 or Rule 182 shall be drawn up for service or execution except upon a written application bearing court-fee stamps of not less than the chargeable fee, or accompanied by proof of payment through e-court fee or an electronic mode approved under Rule 203-A; the application may, at the option of the party, be included in the petition moving the Court for process, in which case the petition must bear the requisite process-fee in addition to the fee, if any, required for its own validity. The filing of the application so paid shall constitute payment of the fee chargeable for the process. (2) Where the fee paid is deficient or defective, the Court shall allow the applicant a reasonable time to cure the defect; on failure without sufficient cause, the Court may decline to issue the process or reject the application. (3) In matters involving personal liberty, limitation or other urgency, the issue of process shall not be mechanically withheld for a curable fee defect; the Court may direct issue and simultaneous payment or recovery of the fee, recording its reasons. (4) Payment particulars shall be entered in the process register or electronic case record against the CNR number.	Existing Rule 179 retained in substance, including the combined-stamping option, and extended to electronic payment. Rule 203-A of this Part — approved electronic modes; eCourts ePay facility for online payment of court-fees; the Delhi e-court-fee system (through the authorised agency, operational since 2013) is the working comparative for stamp-equivalent electronic payment. Sub-rule (3) is consistent with the priority given to liberty matters by Rule 32-C of these Rules and Anna Waman Bhalerao v. State of Maharashtra, 2025 INSC 1114.
180. Cost awarded under [Section 359] Cr.P.C. and compensation awarded under [Sections 250 and	**Rule 180: Realization of costs and compensation without process-fee.**	Existing Rule 180 (C.S. No. 65). Section 359 Cr.P.C. corresponds to Section 400, BNSS 2023, which

Existing Rule	**Proposed Rule**	**Reference of: - Proposed Amendment**
357] of the Code of Criminal Procedure shall be realized by Magistrates of their own motion, and without payment or recovery of process-fee. [Subs. by C.S. No. 65.]	(1) Costs awarded under Section 400 of the BNSS, 2023, and compensation awarded under Sections 273, 395 or 396 of the BNSS, 2023, shall be realized by the Court of its own motion, and without payment or recovery of any process-fee. (2) Amounts so realized shall be disbursed to the person entitled, as far as practicable by direct transfer to the payee's verified bank account, and the realization and disbursement shall be entered in the relevant register and the electronic case record. (3) Costs for adjournments and defaults are governed by Section 346 of the BNSS, 2023 and Part I of these Rules; where imposed, they shall be realized in the manner provided in sub-rules (1) and (2).	expressly provides that such costs may include expenses incurred in respect of process-fees, witnesses and advocates' fees; Sections 250 and 357 Cr.P.C. correspond to Sections 273 and 395, BNSS 2023; Section 396, BNSS — victim compensation scheme — added, consistent with the victim-compensation rules in Part I of these Rules. Direct bank transfer of compensation follows the directions in In re: Compensation Amounts Deposited with MACTs and Labour Courts (Supreme Court, 22.04.2025), adopted by Circular Order No. 03 of 2025. Section 346, BNSS 2023 (corresponding to Section 309, Cr.P.C.) — costs occasioned by adjournment.
181. When a proclamation has been issued for an absent witness, if the witness shall afterwards appear, and the Court shall be of opinion that such witness had	**Rule 181: Cost of proclamation recoverable from absconding witness.** (1) When a proclamation or other coercive process has been issued for an absent witness, and the witness afterwards appears, the Court may, if satisfied after giving the witness	Existing Rule 181, retained with an express opportunity of hearing. Section 84, BNSS 2023 — proclamation; Witness Protection Scheme, 2018 and the witness-

Existing Rule	**Proposed Rule**	**Reference of: - Proposed Amendment**
absconded or concealed himself for the purpose of avoiding the service of warrant upon him, such Court may order the witness to pay the cost of the proclamation.	an opportunity of being heard that he had absconded or concealed himself for the purpose of avoiding service, order the witness to pay the cost of the proclamation or process, assessed at the Appendix A rate or the actual expenditure, as the Court may direct, with reasons recorded. (2) No such order shall be passed where the non-appearance is attributable to non-service or defective service, illness, disability, or other sufficient cause; and where the witness is a protected, threatened or vulnerable witness, the Court shall first satisfy itself that the non-appearance was not occasioned by safety or protection concerns.	protection rules in Part I of these Rules — the protective proviso in sub-rule (2). Consistent with Circular Order No. 02 of 2024 (restraint and fairness in securing appearance).
182. In the districts named in the margin, in every case where a process has to be executed at a distance of more than [40 kilometres] from the Court from which it is issued, an addition of one-fourth is to be made of the fee chargeable, and if more than [80 kilometres] an addition of one-half. [Margin: Hazaribagh, Palamau, Singhbhum, (Giridih).] [Subs. by C.S. No. 18, dated 18.12.1973; Giridih ins. by C.S. No. 65.]	**Rule 182: Distance additions.** (1) In the districts or areas of Bihar notified by the High Court in this behalf, where a process has to be executed at a distance of more than 40 kilometres from the Court from which it is issued, an addition of one-fourth shall be made to the fee chargeable, and if more than 80 kilometres, an addition of one-half, or at such rates as Appendix A may specify. (2) The marginal entry of districts stands deleted: Hazaribagh, Palamau, Singhbhum and Giridih ceased to form part of the State of Bihar on the constitution of the State of Jharkhand. (3) No distance addition shall be levied where the process is served in electronic form under Rule 177(3).	Existing Rule 182 (C.S. No. 18 of 18.12.1973; C.S. No. 65). The four marginal districts stand transferred to Jharkhand under the Bihar Reorganisation Act, 2000, rendering the marginal entry obsolete per se; the rule is recast as an enabling provision for districts and areas of Bihar to be notified by the High Court. Rule 177(3) — electronic service through NSTEP attracts no distance addition.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
183. Throughout the district of Purnea and the Madhepura and Supaul Subdivisions of the district of Saharsa and for the periods of the year during which travelling except by boats is, in the opinion of District Officer, impracticable, the fees chargeable for the service of processes shall be increased 25 per cent in order to provide for payment of the boat-hire or ferry-toll rendered necessary by the State of the country. The additional fees may, however, be reduced to 12½ per cent over the fees ordinarily leviable at the discretion of the District Officer in any part of a district, where, or at any season of the year, when the levy of the larger amount is found to be unnecessary. In Khagaria Sub-division in the district of Monghyr an additional fee of 50 paise shall be realised in Court-fee stamps in addition to the ordinary fees chargeable for the service of processes in order to provide for payment of boat-hire or	**Rule 183: Riverine and diara area surcharge.** (1) In the riverine and diara areas notified by the High Court on the recommendation of the District Judge, made in consultation with the District Magistrate, and for the periods of the year during which travelling except by boat is impracticable, the fees chargeable for the service of processes shall be increased by up to 25 per cent to provide for boat-hire or ferry-toll, reducible to 12½ per cent where the levy of the larger amount is found unnecessary. (2) The district-specific entries relating to Purnea, the Madhepura and Supaul sub-divisions of Saharsa, and the Khagaria sub-division of Monghyr (now the districts of Purnea, Madhepura, Supaul, Saharsa, Khagaria and Munger) shall stand replaced by the notifications issued under sub-rule (1). (3) Boat-hire and ferry-toll paid under this rule shall be accounted for under the financial rules for the time being in force.	Existing Rule 183. The sub-divisional geography is outdated (Madhepura, Supaul and Khagaria are now districts; Monghyr is Munger), and the accounting direction rests on a Resolution of the Financial Department of the Government of Bengal dated 04.08.1890; the rule is recast as a notification-based surcharge with current financial-rules accounting. Consistent with the enabling structure of proposed Rule 182.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
ferry-toll rendered necessary by the State of the country. Note.—The process-server's boat-hire passed under this rule should alone be included under the head of "process-serving charges" under "Special Contingencies" (vide Resolution of the Financial Department of the Government of Bengal, dated the 4th August, 1890).		
184. When for service of any process a peon has to cross a ferry, then the amount, if any, legally exigible as toll, shall be paid by the Court executing such process from the special permanent advance sanctioned by the State Government for the purpose of these rules. Note.—This rule will not apply to the district of Purnea and the Madhepura and Supaul Subdivisions of the district of Saharsa for the period of the year during which additional fees for the payment of the boat-hire or ferry-toll	**Rule 184: Ferry tolls of process-servers.** (1) When, for the service of any process, a process-server has to cross a ferry, the toll legally exigible shall be paid by the Court executing the process from the permanent advance or impress sanctioned by the State Government for the purpose, and may be reimbursed through the electronic payment system where available. (2) This rule shall not apply in an area, and for a period, in respect of which the surcharge under Rule 183 is being levied.	Existing Rule 184 and its Note, retained in substance with the district-specific exclusion generalised to areas notified under proposed Rule 183.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
are leviable, under the preceding rule (rule 183).		
185. No fee shall be chargeable for serving and executing any process, such as a notice, rule, summons or warrant of arrest, which may be issued by any Court of its own motion solely for the purpose of taking cognizance of, and punishing any act done, or words spoken in contempt of its authority.	**Rule 185: Processes issued suo motu; contempt.** No fee shall be chargeable for serving and executing any process — such as a notice, rule, summons or warrant — issued by any Court of its own motion, including a process issued solely for the purpose of taking cognizance of, and punishing, any act done or words spoken in contempt of its authority, or a process in a proceeding initiated by the Court under Section 379 of the BNSS, 2023.	Existing Rule 185, retained and clarified to cover all suo motu processes and proceedings under Section 379, BNSS 2023 (corresponding to Section 340, Cr.P.C.), consistent with Rule 106-C of Part II of these Rules.
B. — REDUCTION AND REMISSION OF COURT-FEES **RULE 186** This section includes: remissions under Section 35 of the Court-Fees Act as currently notified (Appendix B); the free-copy entitlements of the BNSS, 2023 including electronic supply; free copies with legal-aid coversheets under Circular Order No. 02 of 2025; copies to Public Prosecutors, legal-aid counsel and police officers on duty; and the treatment of clauses of the 1921 notification rendered obsolete by later enactments.		
186. Under Section 35 of the Court-Fees Act, 1870 (VII of 1870), as amended by Act XXXVIII of 1920 and in supersession of all previous notifications under that Section, the Government of Bihar and Orissa have been pleased to make	**Rule 186: Reduction, remission and free supply.** (1) The reductions and remissions of court-fees notified by the State Government from time to time under Section 35 of the Court-Fees Act, 1870 shall apply to criminal proceedings; the notifications currently in force shall be compiled as Appendix B to this Part, which shall stand	Existing Rule 186 [Notification No. 2576/L.A. 25 dated 05.12.1921; Notification No. 1445 J.R. dated 23.07.1931] and the Note inserted by C.S. No. 65. Sections 147, 173(2), 230, 231 and 404(1), (5) and (6), BNSS 2023 — replacing Sections 490, 154(2),

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
the reductions and remissions hereinafter set forth [Notification No. 2576/L.A. 25, dated the 5th December, 1921], including — (4) copies of village settlement records; (6) security bonds for the keeping of the peace by, or good behaviour of, persons other than the executants; (7) fees under articles 6, 7 and 9 of the First Schedule on copies furnished by Civil or Criminal Courts or Revenue Courts for the private use of persons applying for them; (8) applications for payment of deposits not exceeding Rs. 25; (13) copies free of fee: (a) copy of a charge framed under Section 210 of the Code of Criminal Procedure, 1898, given to an accused person; (b) copy of the evidence of supplementary witnesses after commitment, given under Section 219; (c) copy or translation of a judgment in a case other than a summons-case, and of the heads of the Judge's charge to the Jury, given under Section 371 to an accused person; (d) copy	updated with every fresh notification and shall replace the extracts of the notification of 05.12.1921. (2) Without prejudice to sub-rule (1), no fee shall be charged for — (a) the copies of the charge, the police report, statements and documents which the BNSS, 2023 requires to be furnished to the accused free of cost (Sections 230 and 231), supply in electronic form being sufficient compliance under the proviso to Section 230; (b) the copy of the judgment to which the accused is entitled free of cost under Section 404(1), BNSS; (c) the copy of an order of maintenance given free of cost under Section 147, BNSS to the person in whose favour it is made; (d) the copy of the first information report given free of cost to the informant or victim under Section 173(2), BNSS; (e) the certified copy of the judgment, with the legal-aid coversheet, supplied in terms of Circular Order No. 02 of 2025 upon conviction, dismissal of appeal, reversal of acquittal or dismissal of a bail application, for pursuing higher remedies; (f) copies furnished to the Public Prosecutor, Government Advocate or an officer conducting any trial, investigation or inquiry on behalf of the State, or required for advising the Government, or required by police officers in the course of their duties; (g) copies furnished to legal-aid counsel or the District Legal Services Authority for the defence or representation of a person entitled to free legal services; (h) an application for the return of a document, and an application for the repayment of a fine or portion of a fine the refund of which has been ordered; and (i) a copy	173/207/208, 210, 219, 371 and 548 of the 1898/1973 Codes; the proviso to Section 230 deems supply of documents in electronic form to be duly furnished. Circular Order No. 02 of 2025, issued pursuant to Suhas Chakma v. Union of India (Supreme Court, 23.10.2024, para 34(xvi)) — free certified copy with legal-aid coversheet. Section 12, Legal Services Authorities Act, 1987 and Article 39-A, Constitution — modernising clause (41) of the 1921 notification (defence of indigent accused). Superseded enactments: Arms Rules 1924 (now Arms Rules, 2016), Explosives Rules 1914/1940 (now Explosives Rules, 2008), Petroleum Act 1899 (now Petroleum Act, 1934), Motor Vehicles Act 1914 (now Motor Vehicles Act, 1988); NMC Act, 2019.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
of the judgment in a summons-case where the accused is in jail; (e) copy of an order of maintenance given under Section 490 to the person in whose favour it is made; (f) copy furnished to any person affected by a judgment or order, which the Judge or Magistrate for some special reason thinks fit to furnish without payment under Section 548; (g) copies furnished to any Government Advocate or Pleader for conducting any trial or investigation on the part of the Government; (h) copies which any such Advocate or Pleader is required to take for the use of any Court or for advising the Government; (i) copies of judgment or depositions required by officers of the Police Department in the course of their duties; (15) applications for the return of a document; (18) no fee on an application for the repayment of a fine or any portion of a fine the refund of which has been ordered; (19) fees on	furnished without payment to a person affected by a judgment or order, for special reasons recorded, under Section 404(5), BNSS. (3) The clauses of the 1921 notification relating to licences under the Indian Arms Rules, 1924, the Indian Explosives Rules, 1914, the Indian Petroleum Act, 1899 and the Indian Motor Vehicles Act, 1914 stand superseded by the current enactments on those subjects and shall be governed by them; the intimation of convictions of registered medical practitioners is now governed by the law relating to the National Medical Commission and the State Medical Council, and copies shall be forwarded free of fee as provided in Part I, Chapter X of these Rules. (4) Every copy or process supplied free of fee shall bear a note of the provision or notification under which the fee is remitted.	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
applications for copies of documents detailed in clauses 4 and 13; (23) applications for arms licences under the Indian Arms Rules, 1924; (24) explosives licences under the Indian Explosives Rules, 1914 [superseded by the Explosives Rules, 1940]; (28) petroleum licences under the Indian Petroleum Act, 1899 [superseded by Act XXX of 1944]; (41) copies furnished by a District Magistrate to a pleader appointed by the Court to defend a pauper accused of murder; (45) applications under the Indian Motor Vehicles Act, 1914 [superseded by Act IV of 1939]; (46) copies of judgments furnished to the Registrar of the Council of Medical Registration, Bihar, in cases of conviction of a registered medical practitioner [Notification No. 1445 J.R., dated the 23rd July, 1931]. [Note (ins. by C.S. No. 65).—In rule 186 for the Sections of the Code of Criminal Procedure, 1898, the		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
corresponding sections of the Code of Criminal Procedure, 1973, shall be read. The rule shall be followed subject to the relevant provisions of the latter Code.]		
C. — SEARCHING AND COPYING FEES **RULES 187 TO 192** This section includes: the fee schedule for searching, inspection, copying, urgent copies and e-certified copies (Appendix C), harmonised with Part IV of these Rules and the Patna E-Certified Copy Rules, 2026; free supply to public officers for public purposes with redaction of protected particulars; maps, plans and digital images; expedition fees with priority categories and refund on failure of urgency; cancellation cross-references; and Sessions copying and translation charges.		
187. Searching and copying fees shall be charged according to the scale shown in the table, except in the cases where the law requires copies to be given free of cost: — 1. Searching fee — (1) for information whether the record is deposited in the Record room or not — Re. 0.25 by a Court-fee stamp affixed to the application (the only fee to be paid on such application); (2) for inspection of the record of a decided case — Re. 0.25 (no searching fee to be charged to pleaders for looking at the records of pending cases); (3)	**Rule 187: Searching, inspection, copying and e-certified copy fees.** (1) Searching fees, inspection fees, copying charges, urgent (expedition) fees, e-certified copy fees and scanning or digital-media charges shall be levied at the rates specified in Appendix C to this Part, as revised from time to time by notification; for electronic and e-certified copies, the fees prescribed by the Patna E-Certified Copy Rules, 2026 and Part IV of these Rules shall apply, and shall prevail over this Part to the extent of any inconsistency. (2) The folio-and-word computation of the existing table shall stand replaced by a per-page basis for physical copies and a per-page or per-document basis for electronic copies, as specified in Appendix C; no additional charge shall be	Existing Rule 187 (with C.S. Nos. 9, 10 and 66) and Notes 1 to 4. The 35-paise folio scale is obsolete; rates move to Appendix C with a per-page basis, harmonised with the Patna E-Certified Copy Rules, 2026 and Part IV, Rules 165 to 176-D of these Rules (which cross-refer to this Part for searching fees). Sections 147, 173(2), 230 (including the electronic-supply proviso), 231 and 404(1), (5), (6), BNSS 2023 — replacing Sections

Existing Rule	**Proposed Rule**	**Reference of: - Proposed Amendment**
for copy (in addition to the prescribed fee under the Court-Fees Act) where the record is deposited in the Record room — Re. 0.25. Note 1.—One searching fee shall be charged for any number of copies taken from the same record and included in the same application. Note 2.—Records called for in connection with an original case or appeal will be treated as a part of the record of such case or appeal. 2. Copying charges — (a) manuscript copies — 0.35 per folio consisting of 150 words English or Hindi in Devanagri script, or 300 words vernacular, four figures counting one word, by means of an impressed stamp of 35 paise on each sheet; (b) typed copies — (i) not exceeding 150 words — 0.35; (ii) exceeding 150 but not exceeding 300 words — 0.70; (iii) concluding portion beyond 300 words — by additional impressed stamped paper with adhesive stamp as necessary; (c) expedition fee for	levied merely because a record has been digitised, save any notified scanning or media charge. (3) Fees may be paid by court-fee stamps, e-court fee or an electronic mode approved under Rule 203-A, and shall be entered against the application and its CNR number. (4) One searching fee shall be charged for any number of copies taken from the same record and included in the same application; records called for in connection with an original case or appeal shall be treated as part of the record of that case or appeal; and no searching fee shall be charged to an advocate for looking into the record of a pending case in which he appears. (5) Nothing in this rule affects the free-copy entitlements under Rule 186 and Sections 147, 173(2), 230, 231 and 404 of the BNSS, 2023; copies to persons affected by, or not parties to, a judgment or order shall be governed by Section 404(5) and (6), BNSS read with Part IV of these Rules. (6) The urgent fee shall be entered in the Register of Court-fee stamps or the electronic fee register.	210, 219, 371, 490 and 363(5) referred to in the existing Notes. Cf. copying-agency provisions of the Punjab & Haryana High Court Rules and Orders and the Criminal Rules of Practice, Kerala, 1982.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
urgent applications — (i) for inspection or information — Re. 1.00; (ii) for copies — not exceeding 600 words English or 1,200 words vernacular — Re. 1.00; exceeding — Re. 0.25 for every 150 words English or 300 words vernacular or part thereof, on the aggregate folios covered by the same application. Note 1.—Complainants must pay copying fees whenever they want copies. But an accused is entitled under Section 210, Criminal Procedure Code, to a copy of the charge, under Section 219 to a copy of the evidence of supplementary witnesses after commitment, and under Section 371, in cases other than summons cases, to a copy of the judgment absolutely free of cost and on plain paper. Similarly, under Section 490, a copy of an order of maintenance shall be given without payment to the person in whose favour it is made. Note 2.—The provision of [Section 363(5)] of the Code should also be referred to.		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Note 3.—See also Rule 186 of this Chapter regarding remission of copying fees in certain cases. Note 4.—Court-fee stamps for extra fee in respect of urgent copies should find entry in the Register of Court-fee stamps. [Ins./subs. by C.S. Nos. 9, 10 and 66.]		
188. No fees are to be required or paid for searching, or copying papers wanted by public officers for public purposes. Note.—In their Resolution no. 1248-64, dated 31st August, 1899, the Government of India directed that "The existing practice of supplying free of charge, to the head of the office concerned, copies of judgments convicting Government officers of criminal offences" should be continued and that "in future, copies of judgments of acquittal and orders of discharge" should also be "supplied free of charge on the application of the Head of the Department". [G.L. 1/20.]	**Rule 188: Copies to public officers for public purposes.** (1) No fee shall be required for searching or copying papers wanted by public officers for public purposes; the application or requisition shall state the official purpose and the authority under which it is made, and the copy shall not be used beyond that purpose. (2) Copies of judgments convicting a Government officer shall continue to be supplied free of charge to the head of the office concerned, and copies of judgments of acquittal or orders of discharge on the application of the Head of the Department. (3) Where the record contains particulars protected by law — the identity of a victim of a sexual offence or of a child, a protected or vulnerable witness, medical or mental-health records, or sealed material — only a redacted copy or extract shall be supplied, unless fuller disclosure is required by law and ordered by the Court. (4) Supply may be physical or electronic through the official channel, with an entry in the register.	Existing Rule 188 and the Note [Government of India Resolution No. 1248-64 dated 31.08.1899; G.L. 1/20], carried into rule form. Sub-rule (3) is consistent with Section 74, Juvenile Justice Act, 2015, Circular Order No. 05 of 2024, the Patna Vulnerable Witness Guidelines and the restricted-record provisions of Parts III and IV of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
189. In the case of maps and plans no general rule can be laid down. In each case the charges will have to be fixed with reference to the difficulty or intricacy of the work to be done. The charges shall be realized by means of adhesive stamps to be affixed to the map or plan, the upper half being kept by the copyist as his voucher. Half will be paid to the copyist and half will go to Government on account of examination fees and cost of material. The upper halves of adhesive stamps used in maps and plans shall be treated in the same way as upper portion of impressed stamped sheets.	**Rule 189: Maps, plans, photographs and digital images.** (1) Charges for copying maps, plans, sketches, photographs, technical drawings and digital images or large-format documents shall be fixed in each case with reference to the difficulty or intricacy of the work, at or by reference to the rates in Appendix C, by the officer in charge of the Copying Department subject to the approval of the Court. (2) The charge shall be realized by court-fee stamps or an approved electronic mode; remuneration of the copyist, and the Government's share on account of examination and material, shall be dealt with under the establishment and financial rules for the time being in force, in place of the divided adhesive-stamp voucher. (3) The copy shall state whether it is full-size, reduced, partial, photographic or digital, and shall not be certified as to scale unless the scale has been verified. (4) Copies disclosing the location or address of a protected witness or child victim, or of sealed property, shall be supplied only under the orders of the Court, with redaction where necessary.	Existing Rule 189, retained in principle; the half-stamp voucher mechanics are replaced by establishment and financial rules, and the rule is extended to photographic and digital images consistent with Section 530, BNSS 2023 and the electronic-record provisions of Part III of these Rules.
190. In the case of urgent copies of maps and plans the expedition fee will also be fixed by the Magisterial Officer in charge to be paid by means of a Court-fee stamp affixed to the application	**Rule 190: Expedition fee.** (1) The expedition fee for urgent copies, including urgent copies of maps and plans, shall be as specified in Appendix C or as fixed by the officer in charge, paid by court-fee stamp or approved electronic mode on the application; no	Existing Rule 190, retained; the priority categories follow the liberty-first discipline of Rule 32-C and the time standards of Part IV of these Rules; refund on failure of urgency is new and answers a recurring grievance.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
for copy. No part of the expedition fee shall be paid to the copyists.	part of the expedition fee shall be paid to the copyist or staff unless expressly authorised. (2) Urgent copies shall be given priority where required in connection with bail or anticipatory bail, custody or release, limitation for appeal or revision, death references and jail appeals, victim compensation and other time-sensitive matters. (3) Where an urgent copy cannot be supplied within the prescribed time, the reason shall be recorded; where the urgency was not served for no fault of the applicant, the expedition fee shall be refunded or adjusted under Rule 203-C.	Anna Waman Bhalerao v. State of Maharashtra, 2025 INSC 1114 — precedence to matters of personal liberty.
191. For the cancellation of Court-fee stamps on copies reference should be made to rule 197 of this part; for "Information and Copies" to Chapter I, Part IV, and for "copyists" to rule 175 of Part IV, ante.	**Rule 191: Cross-references.** For the cancellation of court-fee stamps on copies, reference shall be made to Rules 197, 199 and 200 of this Part; for information and copies, to Part IV, Chapter I of these Rules; for the Copying Department and copyists, to Rules 175 to 176-D of Part IV; and for e-certified copies and the consumption of electronic fee receipts, to the Patna E-Certified Copy Rules, 2026 and Rule 203-A of this Part.	Existing Rule 191, with cross-references updated to the renumbered Part IV (Rules 165 to 176-D) and the electronic-fee provisions of this Part.
192. (a) The charge for obtaining copies of records in Courts of Sessions referred to in rule 163(a), Part III, shall be at the rate of one rupee and forty paise per [1,200 words English or Hindi in	**Rule 192: Sessions records, briefs and translations.** (1) The charge for obtaining copies of the Sessions records referred to in Part III of these Rules, and for the preparation of briefs, shall be at the rates specified in Appendix C, payable to the typist or copyist concerned under the establishment rules.	Existing Rule 192 (C.S. Nos. 10, 66 and 67); the Rs. 1.40 per 1,200-word rate moves to Appendix C, and the carbon-paper proviso is generalised to photocopying and digital duplication.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Devanagri script, or 2,400 words Vernacular], which should be paid to the Typist or Copyist concerned; the typists or the copyist should be paid at the same rate for preparing briefs. (b) The charges for obtaining copies of records in Sessions cases which are required by [District Magistrates] should be adjusted under "Civil and Sessions Courts" while those for copies of records in cases in which an appeal has been preferred, and the copies required for Government Pleaders, should be adjusted under "Civil and Sessions Courts" or "Criminal Courts" according as the papers to be copied are at the time in the Office of the Sessions Court or of the Magistrate's Court. (c) The charge for typed copies of translations mentioned in rule 41, Part I shall be at the rate of one rupee and forty paise per 1,200 words to be paid to the copyist concerned; Provided that when one or more copies are prepared simultaneously by carbon paper	(2) Charges for copies of Sessions records required by the District Magistrate, for cases in appeal, and for Government Pleaders, shall be adjusted under the budget heads directed by the High Court or the Government from time to time. (3) The charge for typed copies of translations mentioned in Rule 41, Part I shall be at the Appendix C rate; where copies are generated simultaneously by mechanical, photographic or digital reproduction and one such copy is prepared for the Government, no separate copyist remuneration shall be payable for the duplicate, the consumables being supplied by the Government.	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
process and one of such copies is prepared for Government and the other or others for private individuals, the copyist shall not be entitled to remuneration for such a copy provided also, however, that the paper for the copy and also the carbon paper shall be supplied by Government. [Subs. by C.S. Nos. 10, 66 and 67.]		
D. — FEES FOR AFFIDAVITS **RULES 193 AND 194**		
193. The charge for administering the oath to the deponent in the case of any affidavit — [three rupees and twenty paise]. [G.L. 8/64; subs. by C.S. No. 68.] Except (1) affidavits made by process-servers regarding the manner of service of processes; (2) affidavit made by any public officer in virtue of his office.	**Rule 193: Fee for administering oath on affidavits.** (1) The charge for administering the oath or affirmation to the deponent of an affidavit shall be as specified in Appendix C, except — (a) affidavits made by process-servers regarding the manner of service of processes; (b) affidavits made by any public officer in virtue of his office; and (c) affidavits of persons entitled to free legal services under the Legal Services Authorities Act, 1987, where so certified. (2) The oath or affirmation shall be administered by an authority competent under Section 336 of the BNSS, 2023 (corresponding to Section 297, Cr.P.C.), in Form No. 4 of the Schedule to the Oaths Act, 1969, as provided in Rule	Existing Rule 193 (C.S. No. 68; G.L. 8/64) — the Rs. 3.20 figure was fixed in 1964 and moves to Appendix C; the two existing exemptions are retained and a legal-aid exemption added (Section 12, Legal Services Authorities Act, 1987). Section 336, BNSS 2023; Oaths Act, 1969, Schedule, Form No. 4; Part II, Rule 104 and Part I, Rule 32-A(4) of these Rules; Zeba Khan v. State of U.P., 2026 INSC 144 (affidavit-verified disclosures).

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	104(2)(c) of Part II of these Rules; this includes the disclosure affidavits required by Rule 32-A(4).	
194. The above fee shall be paid by means of a Court-fee stamp. Note.—Fees for affidavits are to be entered in the Daily Register of Court-fees. [Footnote to Rule 200: Stamps affixed to affidavits presented to a Commissioner for the purpose of administering an oath or affirmation to the deponent should be dealt with in the same manner as the stamps on copies, certificates or other similar documents liable to stamp duty (G.L. No. 3 of 6th August, 1896).]	**Rule 194: Mode of payment and entry.** (1) The fee under Rule 193 shall be paid by court-fee stamp or an electronic mode approved under Rule 203-A. (2) Fees for affidavits shall be entered in the Daily Register of Court-fees or the electronic fee register; and stamps affixed to affidavits presented to an Oath Commissioner shall be cancelled in the same manner as stamps on copies and certificates under Rule 200.	Existing Rule 194 with its Note, and the 1896 direction (G.L. No. 3 of 06.08.1896) appearing as the footnote to existing Rule 200, carried into the rule.
E. — COST OF TRANSMISSION OF RECORDS **RULE 195**		
195. When a record is called for by a Civil Court from a Criminal Court, at the instance of party, the cost of postage should be borne by such party at a uniform rate of one rupee per record to be paid in Court-fee stamp for transmission	**Rule 195: Cost of transmission of records.** (1) When a record is called for by a Civil Court, Revenue Court, Tribunal or other authority from a Criminal Court at the instance of a party, the cost of transmission and re-transmission shall be borne by that party at the rate specified in Appendix C, paid by court-fee stamp or approved electronic mode.	Existing Rule 195, with the one-rupee postage rate moved to Appendix C and electronic transmission preferred. Section 530, BNSS 2023; Section 63, Bharatiya Sakshya Adhiniyam, 2023 (certification of electronic

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
of the record and its re-transmission.	(2) Where the requisition can be answered by transmission of a certified electronic copy of the record or the relevant part, such transmission shall be preferred, at the notified charge, or without charge where effected system-to-system between courts. (3) No cost shall be charged where the record is called for by a Court of its own motion, or in a State prosecution, or at the instance of a person entitled to free legal services. (4) Transmission shall follow Part III, Chapter VI of these Rules (custody, requisition and transmission of records).	records); Part III, Chapter VI of these Rules.
F. — CANCELLATION OF COURT-FEE STAMPS **RULES 196 TO 201** This section includes: appointment of the cancelling officer under Section 30 of the Court-Fees Act; second (triangular) punching on consignment to the record-room and its electronic counterpart; the record-keeper's verification and duty to report tampering; the manner of punching; cancellation of labels on copies and certificates before issue, with digital authentication for e-certified copies; and quarterly inspection with an irregularity register.		
196. Each Judicial Officer should, under Section 30 of the Court-fees Act, VII of 1870, formally appoint an officer for the purpose of cancelling stamps and should see that, that officer, and no other, is allowed to do the work. [G.L. 6/55, G.L. 5/56.]	**Rule 196: Appointment of cancelling officer.** (1) Each Judicial Officer shall, under Section 30 of the Court-Fees Act, 1870, formally appoint an officer for the purpose of cancelling stamps, and shall see that that officer, and no other, does the work; the appointment shall be recorded and reflected in the case-management system. (2) The officer so appointed, or such other officer as may be authorised, shall also verify electronic court-fee receipts and	Existing Rule 196 [G.L. 6/55, G.L. 5/56]; Section 30, Court-Fees Act, 1870; extension to electronic receipts consistent with Rule 203-A.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	mark them as consumed in the electronic system under Rule 203-A.	
197. The second or triangular punching of Court-fee stamps prescribed in rule 199 post should be made on the day the records are received in the District or Subdivisional Record-room or as soon after as possible, and should not await the inspection or examination of the records.	**Rule 197: Second punching on consignment.** (1) The second or triangular punching of court-fee stamps prescribed in Rule 199 shall be made on the day the records are received in the District or Sub-divisional Record-room, or as soon thereafter as possible, and shall not await the inspection or examination of the records. (2) Where the record is consigned to a digital record-room, the corresponding step shall be the locking of the electronic fee entries against the record under Rule 203-A, effected on consignment.	Existing Rule 197, retained; the electronic counterpart aligns with the digital record-room provisions of Part III of these Rules.
198. The Record-keeper should, on receiving records from a Muharrir or others, ascertain that all the papers in the records which require stamps are properly stamped and that the rules regarding their cancellation have been properly carried out. Should any of the stamps show signs of having been tampered with, or should there be any deficiency or any suspicious circumstances he must at once submit a report to the Presiding Officer of the Court. Record-keepers should be	**Rule 198: Verification by the Record-keeper.** (1) The Record-keeper shall, on receiving records from the court staff, ascertain that all papers requiring stamps are properly stamped and that the cancellation rules have been carried out; any sign of tampering, deficiency or suspicious circumstance shall at once be reported to the Presiding Officer. (2) The appointment of any other officer or staff to punch stamps in no way absolves the Record-keeper of this duty; where records are digitised, the verification shall extend to the reconciliation of electronic fee entries, and the verification shall be recorded.	Existing Rule 198, retained with current staff nomenclature and the electronic-verification extension.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
reminded that the appointment of a special peon or any other officer to punch stamps on records received into the Record-room in no way absolves them from the duty of seeing that the stamps are duly punched.		
199. (a) The Record-keeper of every Court or office shall, when a case is decided and the record consigned to his custody, punch a second hole with a triangular punch in each label distinct from the first and at the same time note upon the table of contents the date of his doing so. The second punching should not remove so much of the stamp as to render it impossible or difficult to ascertain its value or nature. Note.—In cases tried summarily, the note referred to above should be entered in the forms of summary trial, kept under Section 263 of the Criminal Procedure Code. (b) These directions apply only to adhesive labels used under the Court-fees Act. Impressed stamps	**Rule 199: Manner of second punching.** (1) The Record-keeper of every Court or office shall, when a case is decided and the record consigned to his custody, punch a second hole with a triangular punch in each label, distinct from the first, and note the date upon the table of contents or index; the second punching shall not remove so much of the stamp as to render its value or nature difficult to ascertain. (2) In cases tried summarily, the note shall be entered in the record of summary trial kept under Section 286 of the BNSS, 2023 (corresponding to Section 263, Cr.P.C.). (3) These directions apply only to adhesive labels used under the Court-Fees Act; impressed stamps need not be cancelled or punched otherwise than as required by Section 30 of that Act.	Existing Rule 199 (with the deletion by C.S. No. 69); Section 286, BNSS 2023 — record in summary trials. Section 30, Court-Fees Act, 1870.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
used for denoting Court-fees need not be cancelled or punched otherwise than as required by Section 30 of the Court-fees Act. [Deletion by C.S. No. 69.]		
200. The Court or office issuing copies, certificates or other similar documents liable to stamp duty shall, before issue, cancel the labels affixed to them by punching out with a square punch a portion of the labels in such a manner as to remove neither the figure head nor that part of the label upon which its value is expressed. As an additional precaution the signature of the officer attesting the document with the date should be written across the label and upon the paper on either side of it as is frequently done by persons signing stamped receipts. The stamp shall be punched at the time of attesting the document. Note.—The Court or office in which the copy or certificate, etc., may be produced or filed must punch out	**Rule 200: Cancellation before issue of copies and certificates.** (1) The Court or office issuing copies, certificates or other documents liable to stamp duty shall, before issue, cancel the labels affixed to them by punching out with a square punch a portion of the label so as to remove neither the figure head nor the value; the attesting officer's signature and the date shall be written across the label and the paper on either side, and the stamp shall be punched at the time of attestation. (2) In the case of e-certified copies, the digital authentication and the marking of the electronic fee receipt as consumed under the Patna E-Certified Copy Rules, 2026 and Rule 203-A shall stand in the place of physical punching. (3) The Court or office in which the copy or certificate is produced or filed shall punch out the figure head under Section 30 of the Court-Fees Act, or verify the consumption of the electronic receipt, as the case may be.	Existing Rule 200 and its Note, retained; the e-certified copy counterpart follows the Patna E-Certified Copy Rules, 2026 and Part IV of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
the figure head under Section 30 of the Court-fees Act.		
201. Each Judicial Officer should cause an occasional inspection to be made of documents that have been filed in order to ascertain that the stamps have been properly punched and defaced and have not been subsequently removed for the documents on which they have been used. The inspection should be made at least once a quarter. The check herein prescribed applies equally to all papers, which require adhesive label, and they should be subjected to similar scrutiny.	**Rule 201: Quarterly inspection.** (1) Each Judicial Officer shall cause an inspection to be made, at least once a quarter, of documents filed, to ascertain that the stamps have been properly punched and defaced and have not been removed, and that electronic fee entries stand consumed and reconciled; the check applies to all papers requiring adhesive labels. (2) Deficiencies shall be corrected under supervision; repeated failure, suspicious reuse, mismatch or missing stamps or receipts shall be entered in the irregularity register and dealt with under Rule 203.	Existing Rule 201, retained and extended to electronic reconciliation, with the irregularity register feeding the reporting channel of Rule 203.
G. — INSPECTION OF RECORDS BY REGISTRATION OFFICERS RULES 202 AND 203		
202. Government having directed the Inspector-General and Inspectors of Registration to examine the record-rooms of various Courts in the mufassal in order to see how far the rules and instructions on the subject of the	**Rule 202: Assistance to inspecting officers.** Every assistance shall be afforded by Judicial Officers to the Inspector-General and Inspectors of Registration, and to any other officer authorised by the Government or the High Court, examining record-rooms and offices in respect of the punching, custody and sale of stamps, and the verification and reconciliation of electronic court-fee receipts.	Existing Rule 202, retained and extended to inspections concerning electronic court-fee reconciliation.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
punching, custody and sale of stamps are carried out, every assistance should be afforded by Judicial Officers to those officers in the discharge of their duty.		
203. Government having ordered that, on the discovery of any irregularity in respect of punching or otherwise defacing Court-fee stamps, the inspecting Registration Officer should at once bring the matter to the notice of the Presiding Officer of the Court, such officer should go into the matter at once and thus trace the person who is responsible for the omission pointed out by the inspecting officer.	**Rule 203: Action on discovery of irregularity.** (1) On the discovery of any irregularity in respect of the punching or defacing of court-fee stamps, or the consumption or reconciliation of electronic receipts, the inspecting officer shall at once bring the matter to the notice of the Presiding Officer, who shall inquire into it forthwith, trace the person responsible, and take corrective and, where warranted, disciplinary action according to law. (2) Serious or repeated irregularities, including suspected counterfeit or reused stamps and suspicious electronic transactions, shall be reported to the District Judge and, where necessary, to the High Court, and entered in the irregularity register; suspected counterfeit stamps shall further be dealt with under Rule 108 of Part II of these Rules.	Existing Rule 203, retained with the reporting ladder made explicit; counterfeit-stamp handling cross-refers to Part II, Chapter III (Sections 178 to 186, BNS 2023; Section 379, BNSS 2023).

H. — ELECTRONIC PAYMENT, REGISTERS, REFUNDS AND EXEMPTIONS (NEW)

RULES 203-A TO 203-F

This new section includes: approved electronic modes of paying every fee under this Part, with verification, consumption and bar on reuse; a consolidated electronic fee register with periodic reconciliation; refund and adjustment; exemptions for legal aid, prisoners, indigent persons and victims; the principle that payment of fee confers no right of access to restricted records; and savings and prevalence of current notifications over historical figures.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
New Rule.	**Rule 203-A: Electronic payment of fees.** (1) Every fee under this Part — process fee, searching, inspection, copying, urgent, e-certified copy, affidavit and transmission fees — may be paid, in addition to court-fee stamps, through the e-court fee system of the authorised agency notified by the State Government, the eCourts ePay facility, or any other electronic mode approved by the High Court. (2) Every electronic receipt shall be verified with reference to its unique number and particulars, and on acceptance shall be marked as consumed in the system and locked against the case or application and its CNR number; a receipt once consumed shall not be used in any other case or application. (3) Failed, duplicate, excess or suspicious transactions shall be separately recorded and resolved under Rules 203-B and 203-C.	New rule proposed, consolidating the electronic-payment architecture. Section 20, Court-Fees Act, 1870 read with the State e-court-fee notifications; eCourts ePay (the e-Committee's online court-fee facility); the Delhi High Court's e-court-fee system through the authorised agency, operational since 2013, is the working comparative. Section 530, BNSS 2023 — electronic processes and records.
New Rule.	**Rule 203-B: Fee registers and reconciliation.** (1) Every Court and Copying Department shall maintain, physically or electronically, registers of process fees, searching, copying, urgent and affidavit fees, court-fee stamps and electronic payments, showing the serial number, case or application number and CNR number, payer, amount, purpose, mode, date, receipt or transaction reference, consumption or cancellation status, and exemption, refund or adjustment status.	New rule proposed, merging the fee register and reconciliation requirements; consistent with the registers, audit-trail and integrity provisions of Part III of these Rules.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	(2) Reconciliation with the approved payment system shall be made daily or at such periodicity as the District Judge directs, and verified monthly by the officer in charge; discrepancies shall be reported under Rule 203. (3) These registers shall be maintained in coordination with, and without duplicating, the registers prescribed by Part III of these Rules; a single electronic register satisfying both may be maintained.	
New Rule.	**Rule 203-C: Refund and adjustment.** (1) Refund or adjustment of excess, duplicate, mistaken, unused or wrongly paid fees under this Part shall be allowed on application with proof of payment, after verification that the fee has not been consumed or, where consumed, that the service was not rendered for no fault of the applicant (including under Rule 190(3)). (2) The order of refund or adjustment, the amount, the mode and the acknowledgment shall be recorded in the register; adjustment shall link the earlier payment to the new application, marked accordingly; refunds of electronic payments shall be processed through the approved financial channel under the financial rules for the time being in force.	New rule proposed; supplies the refund and adjustment machinery absent from the existing Part, aligned with the treasury and financial rules.
New Rule.	**Rule 203-D: Exemptions — legal aid, prisoners, indigent persons and victims.** (1) No fee under this Part shall be charged from a person entitled to free legal services under Section 12 of the Legal Services Authorities Act, 1987, on certification by the Legal	New rule proposed, giving consolidated rule-form to Article 39-A of the Constitution, Section 12 of the Legal Services Authorities Act, 1987, Sections

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	Services Authority or legal-aid counsel; from a prisoner for a jail appeal or petition, or for the copies to which he is entitled free of cost; or from a victim for the copies and processes to which the victim is entitled under the BNSS, 2023 and the Victim Compensation Scheme. (2) The Court may remit or defer any fee under this Part in the interest of justice, recording its reasons; every remission shall bear a note of its authority.	173(2), 230, 231, 404 BNSS, Section 396 BNSS (victim compensation), Circular Order No. 02 of 2025 (legal-aid coversheets and free copies for higher remedies) and Circular Order No. 01 of 2026 (information of the right to legal aid).
New Rule.	**Rule 203-E: Payment of fee confers no right of access.** Payment or tender of any fee under this Part shall not by itself entitle any person to inspect, search or receive a copy of any record the access to which is restricted by law, by these Rules or by order of the Court — including sealed records, records of offences against children and sexual offences, protected and vulnerable witness records, juvenile records under Section 74 of the Juvenile Justice Act, 2015, and medical or mental-health records; access and redaction shall be governed by Parts III and IV of these Rules, and any fee paid for access refused shall be dealt with under Rule 203-C.	New rule proposed; keeps the fee chapter subordinate to the restricted-access, redaction and confidentiality architecture of Parts III and IV of these Rules, Section 74, Juvenile Justice Act, 2015, Circular Order No. 05 of 2024 and the Patna Vulnerable Witness Guidelines.
New Rule.	**Rule 203-F: Savings and prevalence.** (1) Nothing in this Part affects any statutory exemption, free-copy entitlement, remission or order of the Court remitting a fee. (2) The Appendices to this Part may be revised by the High Court by notification; in case of conflict between a historical	New rule proposed; savings and updating clause, ensuring the Part remains current without repeated amendment.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	figure appearing in these Rules and a current notification or Appendix, the current notification or Appendix shall prevail. (3) Every enactment, rule, notification and system referred to in this Part shall be read as including its amendments and successors for the time being in force.	

APPENDIX A — SCHEDULE OF PROCESS FEES (Rule 177)

Rates to be fixed by the Hon'ble Committee and revisable by notification under Section 20, Court-Fees Act, 1870. The existing figures (Rs. 1.50 / 0.75 / 0.40 / 3.00 / 0.50 etc., fixed in and before 1973) are reproduced in the Existing Rule column of Rule 177 for reference.

Process	**Corresponding BNSS provision**	**Fee (physical service) Rs.**	**Fee (electronic service) Rs.**
Warrant of arrest — each person named	Sections 72 to 83	[to be fixed]	[to be fixed]
Summons — one person, or first two persons residing in the same place; each additional person	Sections 63 to 71 (electronic: Sections 64(2), 71)	[to be fixed]	[to be fixed]
Proclamation for a person absconding	Section 84	[to be fixed]	[to be fixed]
Proclamation or coercive process for a witness not attending	Section 84; warrant provisions (Sections 72 to 83) as applicable	[to be fixed]	[to be fixed]
Warrant of attachment; per-diem charge for each officer placed in charge of attached property	Section 85	[to be fixed]	[to be fixed]
Written order	—	[to be fixed]	[to be fixed]
Injunction / prohibitory order (chargeable class — see Note to Rule 177)	Section 162	[to be fixed]	[to be fixed]
Notice — one to four persons residing in the same village; each additional person	—	[to be fixed]	[to be fixed]
Distance addition (Rule 182): beyond 40 km — one-fourth; beyond 80 km — one-half	—	as stated	nil
Riverine/diara surcharge (Rule 183)	—	up to 25% (reducible to 12½%)	nil

APPENDIX B — REDUCTIONS AND REMISSIONS UNDER SECTION 35, COURT-FEES ACT (Rule 186)

To be compiled by the Registry: the notifications of the State Government under Section 35 of the Court-Fees Act, 1870 currently in force, replacing the extracts of Notification No. 2576/L.A. 25 dated 05.12.1921 and Notification No. 1445 J.R. dated 23.07.1931.

APPENDIX C — SEARCHING, COPYING, URGENT, E-CERTIFIED COPY, AFFIDAVIT AND TRANSMISSION FEES (Rules 187 to 195)

Rates to be fixed by the Hon'ble Committee on a per-page (physical) and per-page or per-document (electronic) basis, harmonised with the fee schedule of the Patna E-Certified Copy Rules, 2026 and Part IV, Rules 165 to 176-D of these Rules, which prevail as to e-certified copies. Heads: searching fee; inspection fee (no fee to advocates for pending-case records); copying — per page, physical; scanned/digital copy — per page or per document; e-certified copy — as per the 2026 Rules; maps, plans and large-format — per Rule 189; expedition fee — information/inspection and copies; affidavit oath fee (Rule 193); transmission and re-transmission of records (Rule 195).

CRIMINAL COURT RULES OF THE HIGH COURT OF JUDICATURE AT PATNA

PART VI — REGISTERS, PERIODICAL RETURNS AND STATEMENTS AND ANNUAL REPORTS

(DRAFT FOR DISCUSSION)

Proposed for inclusion in the comparative draft submitted under Letter No. 40505-40506 / File No. X-05-2016 (P.F.)/A.D. (Rules) dated 29.04.2026

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
PART VI **REGISTERS, PERIODICAL RETURNS AND STATEMENTS AND ANNUAL REPORTS** Part VI now covers: the registers of subordinate criminal courts under the Volume II list as revised, with electronic registers in CIS and other systems approved by the High Court deemed registers and process-tracking through NSTEP; preservation and destruction of registers under the Destruction of Records Act, 1917 read with Part III of these Rules; periodical returns and statements with the Cr.P.C. references carried through to the Bharatiya Nagarik Suraksha Sanhita, 2023, and CIS/NJDG-generated statements recognised subject to monthly certification of data accuracy; monthly, quarterly and annual statements through the Chief Judicial Magistrate, Sessions Judge and District Magistrate channels; Annual Reports on the Administration of Criminal Justice with modernised contents; and new rules on electronic registers and audit trails, returns concerning personal liberty and reserved judgments, monitoring registers for old, custody and time-bound cases, witness, process and expert-report delay tracking, annual compliance certification, and responsibility for the accuracy of returns.		
CHAPTER I — REGISTERS		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
RULES 204 TO 207 This chapter includes: the registers prescribed by the Volume II list as revised, with electronic registers deemed registers; the language of registers; the Register of Processes with NSTEP tracking; and preservation, consignment and destruction of registers under the Destruction of Records Act, 1917, the Bihar Records Manual and Part III of these Rules.		
204. While the Court does not positively forbid the maintenance of other Subsidiary Registers in the various Criminal Courts subordinate to it, the list of registers given in Volume II specifies all the registers which, it is believed, are absolutely necessary for judicial, administrative, or statistical purposes. [Footnote: These rules, so far as they relate to the destruction of	**Rule 204: Registers of Criminal Courts.** (1) Every Criminal Court shall maintain the registers specified in the list of registers in Volume II of these Rules, as revised from time to time, being the registers necessary for judicial, administrative or statistical purposes. (2) A register maintained electronically in the Case Information System (CIS) or in any other system approved by the High Court shall be deemed to be a register maintained under these Rules, subject to Rule 241-A; where an electronic register captures the particulars of the corresponding Volume II form, a parallel manual register shall not be insisted upon except as the High Court or the	Existing Rule 204 and the list of registers in Volume II. Section 530, BNSS 2023 — electronic mode; CIS under the eCourts Project as the electronic register of first entry; Rule 241-A of this Part. The footnote authority, Act III of 1879, is superseded: destruction of records is now governed by the Destruction of Records Act, 1917 (see Rule 207). Cf. the registers chapters of the

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
registers, were framed under Act III of 1879.]	District & Sessions Judge directs during transition. (3) The maintenance of other subsidiary registers is not forbidden; but no new manual register duplicating data captured in CIS shall be opened except with the approval of the District & Sessions Judge, recorded in writing.	Criminal Rules of Practice, Kerala, 1982 and the Criminal Rules of Practice (Madras); the Jharkhand Criminal Court Rules continue this very text.
205. All registers shall be kept in Hindi except the Accounts Registers which shall be kept in English. [Subs. by C.S. No. 11.]	**Rule 205: Language of registers.** (1) All registers shall be kept in Hindi, except the Accounts Registers, which shall be kept in English. (2) Electronic registers may be maintained bilingually in Hindi and English as the system permits; certified extracts shall issue in the language of the register, with a translation where the Court so orders.	Existing Rule 205 (C.S. No. 11), retained; CIS supports entry in Hindi and English, and the bilingual facility is recognised without disturbing the language rule.
206. The Register of Processes received for service [No. (R) 9] should be kept in each department responsible for the service of processes. The practice	**Rule 206: Register of Processes.** (1) The Register of Processes received for service [No. (R) 9 of Volume II] shall be kept in each department responsible for the service of processes; Criminal and Revenue processes shall in no case be entered in the same	Existing Rule 206, retained; the National Service and Tracking of Electronic Processes (NSTEP) supplies the electronic register and real-time tracking of service.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
of entering Criminal and Revenue processes sent to the department under the Nazir indiscriminately in the same volume should be discontinued.	volume. (2) Where NSTEP or the process module of CIS is deployed, the electronic record of the issue, assignment, service and return of processes shall constitute the Register of Processes, and the Nazarat shall reconcile the electronic record daily; entries shall link to the process-fee particulars under Part V, Rules 179 and 203-B of these Rules.	Part V, Rules 179 and 203-B of these Rules — process-fee payment and the fee registers.
207. The list of registers given in Volume II shows the period for which each is to be preserved. Registers of Magistrates' Courts which are to be preserved for three years or less should not be consigned to the record-room, but should be retained in the office in which they were written and should be destroyed by that office with the Magistrate's	**Rule 207: Preservation, consignment and destruction of registers.** (1) The list of registers in Volume II shows the period for which each register is to be preserved. Registers of Magistrates' Courts to be preserved for three years or less shall not be consigned to the record-room, but shall be retained in the office in which they were written and destroyed by that office, with the sanction of the Presiding Officer, on the expiry of the prescribed period; all other registers shall be consigned to the record-room as soon as	Existing Rule 207 [G.L. 1/23] and the Bihar Records Manual, retained. The rule-making authority for destruction, Act III of 1879 (footnote to the existing chapter), stands replaced by the Destruction of Records Act, 1917. Part III, Chapter V of these Rules — preservation and destruction of

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
sanction on the expiry of the prescribed period. All other registers of such Courts are to be consigned to the record-room as soon as they are completed. Those that are to be preserved permanently will be entered by the Record-keeper in a register in Form no. 7 and those that are to be preserved for more than three years, but not permanently, in another register in Form no. 8 of Appendix A of the Bihar Records Manual. The registers in Forms nos. 7-8 are to be preserved permanently. [G.L. 1/23.]	they are completed. (2) Registers to be preserved permanently shall be entered by the Record-keeper in a register in Form No. 7, and those to be preserved for more than three years but not permanently in Form No. 8, of Appendix A of the Bihar Records Manual; the registers in Forms Nos. 7 and 8 shall be preserved permanently. (3) Destruction shall be carried out in accordance with the Destruction of Records Act, 1917 and Part III, Chapter V of these Rules (preservation and destruction of records and return of exhibits); no register which has been digitised shall be destroyed except after verification of the digital copy in the manner provided in Part III. (4) Electronic registers, together with their audit trails, shall be preserved permanently, with backup and integrity checks as provided in Part III.	records; digital record-room and verification-before-destruction discipline.
CHAPTER II — PERIODICAL RETURNS AND STATEMENTS		

<table>
<tr><th>Existing Rule</th><th>Proposed Rule</th><th>Reference of: - Proposed Amendment</th></tr>
<tr><td colspan="3"> A. — GENERAL (RULES 208 TO 224) This section includes: the prescribed statement forms (S) 1 to (S) 14 of Volume II with CIS/NJDG-generated statements recognised; the confinement of returns to judicial work; who is to be shown as under trial, with the Cr.P.C. references carried to the BNSS and the language relating to persons with mental illness modernised; transfers, references and their entry; duration of cases; dates of submission; accuracy, reconciliation, apportionment of time, the remarks column; and the bar on discontinuing statements without the High Court’s order. </td></tr>
<tr><td>208. The forms of Periodical Statements, entered under the heading of “Appendix A” in the list at the beginning of Volume II, are prescribed for adoption by the Criminal Courts shown against each. On the forms themselves some introductions for observance will be found, and the following general instructions are also issued, in order to secure the correct and uniform</td><td> Rule 208: Prescribed forms of periodical statements. (1) The forms of periodical statements entered under “Appendix A” in the list at the beginning of Volume II [Nos. (S) 1 to (S) 14], as revised from time to time, are prescribed for adoption by the Criminal Courts shown against each; the instructions on the forms, and the general instructions in this Chapter, shall be observed to secure correct and uniform preparation. (2) A statement generated through CIS, NJDG or another system approved by the High Court, in the corresponding format, shall be deemed to comply with the prescribed </td><td> Existing Rule 208 and Volume II, Forms (S) 1 to (S) 14. CIS and the National Judicial Data Grid (NJDG) — the standard electronic sources of judicial statistics under the eCourts Project; recognition subject to the certification discipline of Rule 241-A. </td></tr>
</table>

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
preparation of the statements. [Footnote: The forms are reproduced as Nos. (S) 1 to (S) 14 in Volume II.]	form; the High Court may notify revised electronic formats.	
209. Apart from certain miscellaneous proceedings under the Criminal Procedure Code, the returns have reference to judicial work alone, the High Court having no supervision over police work in any shape. Appeals from the orders of the Superintendent of Police, which are heard by the Magistrate in the executive capacity, are to be excluded from the returns. So also are fines on ministerial officers for neglect of duty.	**Rule 209: Returns confined to judicial work.** (1) Apart from the miscellaneous proceedings under the BNSS, 2023 for which the forms provide, the returns relate to judicial work alone, the High Court having no supervision over police work; appeals or matters heard by an officer in an executive capacity, and fines on ministerial officers for neglect of duty, are excluded from the returns. (2) Proceedings before Executive Magistrates under the preventive and security chapters of the BNSS shall be shown separately, in the forms provided for them.	Existing Rule 209, retained; Article 227 of the Constitution and Section 529 — the superintendence of the High Court extends to courts; the executive-side proceedings are reported through their own forms as at present.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
210. No person who has not appeared personally or [through lawyers] in Court is to be included in the returns; but all persons who have appeared, whether in obedience to summons, warrant, or other process, or voluntarily, to answer a criminal charge, should be shown as under trial. Persons discharged from bail taken under Section 169 without appearing before a Magistrate, should not be entered in the returns. [Subs. by C.S. No. 70.] Note 1—Cases of escaped prisoners should not be shown as pending on the files. On their recapture, their	**Rule 210: Persons to be shown as under trial.** (1) No person who has not appeared, personally or through an advocate, in Court shall be included in the returns; but all persons who have appeared — in obedience to summons, warrant or other process, or voluntarily — to answer a criminal charge shall be shown as under trial. A person released under Section 189 of the BNSS, 2023 (corresponding to Section 169, Cr.P.C.) without appearing before a Magistrate shall not be entered in the returns. Note 1.—Cases of escaped prisoners shall not be shown as pending on the files; on recapture, their cases shall be entered as new cases. Note 2.—Witnesses examined by Magistrates in inquiries under Sections 225 and 369 of the BNSS, 2023 (corresponding to Sections 202 and 330, Cr.P.C.) need not be included in the periodical returns, the forms not contemplating them. Note 3.—Cases of accused persons with mental illness or	Existing Rule 210 (C.S. No. 70) with Notes 1 to 4 [G.L. 6/56; C.O. No. 2 of 1905]. Section 189, BNSS 2023 (release of accused when evidence deficient, corresponding to Section 169, Cr.P.C.); Sections 225 and 369, BNSS 2023 (corresponding to Sections 202 and 330, Cr.P.C.). The expression “lunatics” is replaced consistently with the Mental Healthcare Act, 2017 and Part I, Chapter XIV of these Rules (accused persons of unsound mind / mental illness).

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
cases will be entered as new cases. [G.L. 6/56.] Note 2—Witnesses examined by Magistrates in Court in preliminary inquiries, under [Sections 202 and 330], Criminal Procedure Code, need not be included in the periodical returns, the existing forms not contemplating them. Note 3—Cases of lunatics dealt with under [Section 330] of the Code of Criminal Procedure should not be shown as pending on the files. When such lunatics are subsequently brought before the Court and found to be capable of making a defence, their cases should be entered as new cases	unsoundness of mind dealt with under Section 369 of the BNSS, 2023 shall not be shown as pending on the files; when such a person is subsequently brought before the Court and found capable of making a defence, the case shall be entered as a new case. Note 4.—Cases finally remanded shall be treated as new cases; in CIS, the linkage to the earlier case number shall be preserved.	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
(C.O. No. 2 of 1905). Note 4—Cases finally remanded should be treated as new cases.		
211. It is not intended that any case should be entered in the returns as received or disposed of by transfer, unless the transfer was from one district to another, or from one kind of Court to another, as for example, from a Civil or Revenue Court under [Section 346] of the Criminal Procedure Code. A note should always be made in the column of remarks of the number, if any, of cases and persons transferred to, or received from, places outside the jurisdiction of the High	**Rule 211: Cases received or disposed of by transfer.** (1) No case shall be entered in the returns as received or disposed of by transfer unless the transfer was from one district to another, or from one kind of Court to another — as, for example, a case forwarded by a Civil or Revenue Court under Section 385 of the BNSS, 2023 (corresponding to Section 346, Cr.P.C.). (2) A note shall always be made in the remarks column of the number, if any, of cases and persons transferred to, or received from, places outside the jurisdiction of the High Court, this information being required for the compilation of the returns for the whole State; in electronic transfer, the CIS metadata shall preserve the original institution date and the transfer history.	Existing Rule 211 (C.S. No. 71); Section 385, BNSS 2023 — procedure where a Court other than a criminal court forwards a case to a Magistrate. CIS transfer module — preservation of case history and institution date.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Court, as this information is required in order to the compilation of the returns for the whole State. [Subs. by C.S. No. 71.]		
212. The columns headed "Referred" and "Received on Reference", are meant to exhibit cases in which an enquiry or trial has been held, and the proceedings of the Court are submitted for confirmation by, or the orders of, a higher tribunal; for example, [cases submitted by Magistrates under Sections 323, 325 and 122] and by Sessions Judges under [Section 366] of the Criminal Procedure Code. Mere	**Rule 212: Cases "Referred" and "Received on Reference".** (1) The columns "Referred" and "Received on Reference" exhibit cases in which an inquiry or trial has been held and the proceedings are submitted for the confirmation or orders of a higher tribunal — for example, cases submitted by Magistrates under Sections 362 and 364 and Section 141 of the BNSS, 2023 (corresponding to Sections 323, 325 and 122, Cr.P.C.), and by Sessions Judges under Section 407 of the BNSS, 2023 (corresponding to Section 366, Cr.P.C. — submission of death sentences for confirmation).	Existing Rule 212 (C.S. No. 72). Sections 141, 212, 362, 364 and 407, BNSS 2023 — corresponding to Sections 122, 192, 323, 325 and 366, Cr.P.C., consistent with the section-mapping followed throughout this draft (including Section 356, BNSS for proceedings in absentia used in Part I).

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
reference for trial under Section 192 are not to be entered in these columns nor in the columns exhibiting transfer; they are to be entered against the Court which decided them, and not against the Court which may have merely received the complaint. [Subs. by C.S. No. 72.]	(2) The mere making over of a case under Section 212 of the BNSS, 2023 (corresponding to Section 192, Cr.P.C.) shall not be entered in these columns, nor in the transfer columns; such cases are entered against the Court which decided them, and not against the Court which merely received the complaint.	
213. Cases of the kind alluded to above, in which the proceedings of one Court are submitted for the confirmation or orders of another, will, like cases committed to the Sessions, find entry in the returns of both Courts. The persons concerned will appear in, the returns of the	**Rule 213: Entry in the returns of both Courts.** Cases in which the proceedings of one Court are submitted for the confirmation or orders of another shall, like cases committed to the Sessions, find entry in the returns of both Courts: in the returns of the referring Court the persons concerned shall appear not as convicted but as “referred”; in the returns of the Court receiving the reference they shall be shown as convicted, acquitted, and so on, according to the result, or as “pending” if orders have not	Existing Rule 213, retained; CIS shall link the referring and receiving entries so that results reconcile automatically.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
referring Courts, not as convicted, but as "referred". In this returns of the Courts receiving the references, they will be shown as convicted, acquitted, etc., according to the result of the reference in each case, or as "Pending" if orders have not been passed on it.	been passed.	
214. In calculating the duration of cases before the [Judicial] Magistrate, time must be counted from the date of the apprehension of the accused or of his appearance in Court, whichever was the earlier. [G.L. 1/34, G.L. 1/46.]	**Rule 214: Duration of cases.** (1) In calculating the duration of a case before a Judicial Magistrate, time shall be counted from the date of the apprehension of the accused or of the accused's appearance in Court, whichever is earlier. (2) CIS shall compute duration from the arrest, surrender or first-appearance date captured in the case record; on transfer, commitment or reference, the total age of the case	Existing Rule 214 [G.L. 1/34, G.L. 1/46], retained; sub-rule (2) secures accurate old-case computation in CIS and feeds the monitoring register under Rule 241-C.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	from institution shall remain visible along with the period before the receiving Court.	
215. A case is regarding as coming on the file of the receiving Court from the date of commitment, reference, or order of transfer.	**Rule 215: Date of coming on the file of the receiving Court.** A case shall be regarded as coming on the file of the receiving Court from the date of commitment, reference or order of transfer; the receiving Court's register and the CIS record shall preserve both the date of original institution and the date of coming on its file.	Existing Rule 215, retained with the electronic preservation of institution date consistent with Rules 211(2) and 214(2).
216. Monthly Statement of pending cases and Quarterly Statement should be despatched by [the Courts of Executive Magistrates] to the District Magistrates, [and by the Courts of Judicial Magistrates to the Chief Judicial Magistrates] on or	**Rule 216: Despatch by Magistrates.** (1) The Monthly Statement of pending cases and the Quarterly Statement shall be despatched by the Courts of Executive Magistrates to the District Magistrate, and by the Courts of Judicial Magistrates to the Chief Judicial Magistrate, on or before the 3rd of the month next succeeding the period to which they relate, and the Annual Statements on or before the 15th day of January.	Existing Rule 216 (C.S. No. 72), retained; electronic submission and dashboard substitution recognised, preserving the High Court's power under Rule 224.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
before the 3rd of the month next succeeding the period to which they relate, and Annual Statements on or before the 15th day of the new year. [Ins. by C.S. No. 72.]	(2) Despatch may be electronic; where the High Court notifies that the CIS or NJDG report constitutes the statement, separate despatch shall stand dispensed with, subject to the monthly certification of data accuracy under Rule 241-A.	
217. Quarterly Statements should be submitted by District Magistrates, [Chief Judicial Magistrate] and Sessions Judges to the High Court on or before the 15th of the month next succeeding the period to which they relate, and Annual Statements, along with the Annual Report on the Administration of Criminal Justice, on or before the 15th	**Rule 217: Submission to the High Court.** (1) Quarterly Statements shall be submitted by District Magistrates, Chief Judicial Magistrates and Sessions Judges to the High Court on or before the 15th of the month next succeeding the period to which they relate, and Annual Statements, along with the Annual Report on the Administration of Criminal Justice, on or before the 15th February of each year. The punctual despatch of correct statements is an important duty, the neglect of which will not be overlooked by the Court. Note.—The Chief Judicial Magistrate shall submit	Existing Rule 217 with its Note (C.S. Nos. 73 and 74), retained without change of substance.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
February of each year. The punctual despatch of correct statements is an important duty, the neglect of which will not be overlooked by the Court. [Ins. by C.S. No. 73.] [Note—The Chief Judicial Magistrate shall submit statements and reports through the Sessions Judge. — Ins. by C.S. No. 74.]	statements and reports through the Sessions Judge.	
218. The periodical statements have now been brought in accordance with each other as far as possible, and if due attention is given, during the course of the year, to the collecting of materials for the Annual Statements, the delay of which the High Court	**Rule 218: Consistency and continuous collection.** The periodical statements shall be consistent with one another; due attention shall be given during the course of the year to the collection and entry of materials for the Annual Statements — in CIS, by contemporaneous data entry — so that delay does not occur in preparing correct returns.	Existing Rule 218, retained; contemporaneous CIS entry replaces year-end collection as the working method.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
have had so frequently to complain, should not occur in the preparation of these returns in a correct form.		
219. Punctuality in the submission of Annual Statements and Annual Reports must be insisted upon and [officers concerned] should be careful to take the necessary steps to insure the accurate compilation and prompt despatch of the same. The Court will be compelled to take a serious view of the conduct of any officer who neglects to accord due attention to these orders. [Subs. by C.S. No. 74.]	**Rule 219: Punctuality.** Punctuality in the submission of Annual Statements and Annual Reports shall be insisted upon; the officers concerned shall take the necessary steps to ensure accurate compilation and prompt despatch, and the Court will take a serious view of the conduct of any officer who neglects these orders (see also Rule 241-F).	Existing Rule 219 (C.S. No. 74), retained, with the accountability rule cross-referenced.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
220. [Officers concerned] are required to see that the statements are prepared neatly as well as correctly, in respect of the entries made, and that they are not disfigured by slovenly or bad writing. When such defects occur, the statements will be liable to be returned. [Subs. by C.S. No. 74; earlier Note deleted by ibid.]	**Rule 220: Accuracy and completeness.** The officers concerned shall see that the statements are prepared accurately, completely and legibly, from verified registers, order-sheets and CIS data; defective, incomplete or unvalidated statements shall be liable to be returned for correction, and in electronic returns, validation errors shall be resolved before submission.	Existing Rule 220 (C.S. No. 74), recast from handwriting discipline to data-accuracy discipline without loss of the power to return defective statements.
221. Where the figures given in any return differ from those given for the same period in any returns previously submitted, explanation should always be offered to avoid the necessity for a reference in the matter. Much correspondence will also be	**Rule 221: Reconciliation of figures.** Where the figures in any return differ from those given for the same period in any return previously submitted, an explanation shall always be offered; before submission, the figures entered in the Annual Statements shall be compared with the High Court's published statistics and the NJDG figures for the previous year, and discrepancies	Existing Rule 221, retained; NJDG comparison added as the current equivalent of the printed reports.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
rendered unnecessary if, before submission, figures entered in the Annual Statements are compared with those in the High Court printed reports for the previous year.	explained.	
222. Officers having work in more departments than one should always note in returns how their time was apportioned between the various departments. This is necessary to enable the High Court to judge whether the work done is sufficient, and to admit of the officer's salary being correctly apportioned in the annual returns between the various departments.	**Rule 222: Apportionment of time.** Officers having work in more than one department shall note in the returns how their time was apportioned between the departments, to enable the High Court to judge the sufficiency of the work done and to admit of correct apportionment in the annual returns.	Existing Rule 222, retained without change of substance.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
223. The column of remarks should contain the mention of any cases or particulars which do not appear to be fairly provided for in other columns and should also contain brief explanations of any noticeable results appearing on the face of the returns, especially of such as, if unexplained, might lead to erroneous conclusions; in short, any comments which will tend to throw light upon the figures.	**Rule 223: The remarks column.** The remarks column shall mention any cases or particulars not fairly provided for in the other columns, and shall contain brief explanations of any noticeable results appearing on the face of the returns — especially such as, if unexplained, might lead to erroneous conclusions — and, generally, any comments tending to throw light upon the figures.	Existing Rule 223, retained.
224. No statement in use by authority of the High Court may be discontinued without an express order of such Court.	**Rule 224: Discontinuance only by order of the High Court.** No statement in use by authority of the High Court shall be discontinued without an express order of the Court; the High Court may, by notification or circular, substitute for	Existing Rule 224, retained, with the express power of electronic substitution added.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	any statement a report generated through CIS or NJDG, or discontinue a statement rendered unnecessary by such reports.	
B. — MONTHLY AND QUARTERLY STATEMENTS (RULES 225 TO 231)		
225. Judicial Magistrates shall submit a monthly statement to the Chief Judicial Magistrate and Executive Magistrates shall submit a monthly statement to the District Magistrate of their pending files. They are also required to submit monthly explanations of the cause of delay in the disposal of cases pending for more than six months. [Subs. by C.S. No. 75; G.L. 7/44.]	**Rule 225: Monthly statements of pending files.** (1) Judicial Magistrates shall submit a monthly statement of their pending files to the Chief Judicial Magistrate, and Executive Magistrates to the District Magistrate, together with monthly explanations of the cause of delay in the disposal of cases pending for more than six months. (2) Cases in which the accused is in custody, and cases flagged in the monitoring register under Rule 241-C, shall be shown distinctly, and the statements concerning personal liberty under Rule 241-B shall accompany the monthly statement.	Existing Rule 225 (C.S. No. 75) [G.L. 7/44], retained; the custody and liberty overlays follow Rules 241-B and 241-C.
226. Judicial Magistrates shall	**Rule 226: Quarterly general statement.**	Existing Rule 226 (C.S. No. 75),

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
submit to the Chief Judicial Magistrate and Executive Magistrates shall submit to the District Magistrate, quarterly a general statement. [Subs. by C.S. No. 75.]	Judicial Magistrates shall submit to the Chief Judicial Magistrate, and Executive Magistrates to the District Magistrate, a quarterly general statement in the prescribed form.	retained.
227. With the figures submitted by the Magistrates subordinate to them, the District Magistrate and the Chief Judicial Magistrate shall compile a general statement for the whole district and submit it to the High Court with an explanation of delay where any case has been ending for more than two years in respect of cases in part I and part II, for more than six months in respect of	**Rule 227: District compilation and delay explanations.** (1) With the figures submitted by the Magistrates subordinate to them, the District Magistrate and the Chief Judicial Magistrate shall compile a general statement for the whole district and submit it to the High Court, with an explanation of delay where any case has been pending for more than two years in respect of cases in Parts I and II, more than six months in respect of criminal appeals, and more than three months in respect of revisions shown in Part III of the statement. Note 1.—The Chief Judicial Magistrate shall submit the	Existing Rule 227 with Notes 1 and 2 (C.S. No. 75) [G.L. 4/44 and connected G.L.s; G.L. No. 3 of 1914], retained; the delay thresholds are continued and are supplemented, for liberty matters, by Rule 241-B.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
criminal appeals and for more than three months in respect of revisions shown in part III of the statement. [Subs. by C.S. No. 75; G.L. 4/44, G.L. 5/52, G.L. 6/52, G.L. 3/53, G.L. 4/53, G.L. 7/53, G.L. 11/57.] [Note 1—The Chief Judicial Magistrate shall submit the statement through the Sessions Judge.] [Note 2—Clear concise explanations regarding delays with the [District Magistrate's/Chief Judicial Magistrate's] remarks thereon, and not copies of the order sheets, should be submitted to the High Court with Quarterly	statement through the Sessions Judge. Note 2.—Clear, concise explanations regarding delays, with the District Magistrate's or Chief Judicial Magistrate's remarks thereon — and not copies of the order-sheets — shall be submitted to the High Court with Quarterly Statement A, Form No. (S) 3; copies of order-sheets shall not be forwarded unless called for by the High Court in specific cases.	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
statement A, Form No. (S) 3. Copies of order sheets, unless called for by the High Court in specific cases, should not be forwarded (G.L. No. 3 of 1914). —Ins./subs. by C.S. No. 75.]		
228. The District Magistrate's [and Chief Judicial Magistrates] are expected to examine carefully the statements, monthly and quarterly, submitted by the Courts subordinate to them, and to satisfy themselves that the business in these Courts is transacted with due despatch. They may, if they consider it necessary, call for a full explanation from a subordinate	**Rule 228: Examination of statements; outturn of Magistrates.** (1) The District Magistrate and the Chief Judicial Magistrate shall examine carefully the monthly and quarterly statements submitted by the Courts subordinate to them, satisfy themselves that the business of those Courts is transacted with due despatch, and may call for a full explanation from a subordinate Court in regard to any case on its file; a case calling for special attention may be brought to the notice of the High Court. (2) They shall submit with the quarterly returns a concise	Existing Rule 228 and Note (C.S. No. 76) [G.L. 1/24], retained without change of substance.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Court in regard to any case on its file. A case which calls for special attention may be brought to the notice of the High Court. They will submit with the quarterly returns a concise statement in Form no. (S) 3A regarding the outturn of work shown by each of the Subordinate Magistrates and an expression of their opinion on any deficiency apparent in this respect. [G.L. 1/24; ins. by C.S. No. 76.] [Note—In case the Sessions Judge considers it necessary, he may express his own opinion in this respect.]	statement in Form No. (S) 3A regarding the outturn of work of each subordinate Magistrate, with their opinion on any apparent deficiency. Note.—The Sessions Judge may, where considered necessary, express his or her own opinion in this respect.	
228A. Sessions Judges while	**Rule 228-A: Sessions Judge's memorandum on Chief**	Existing Rule 228A (C.S. No.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
forwarding the quarterly statements submitted by Chief Judicial Magistrates to the High Court, shall submit a memorandum showing separately the outturn of criminal work of each officer exercising powers of a Chief Judicial Magistrate with an expression of his opinion on his outturn. [Ins. by C.S. No. 76.]	**Judicial Magistrates.** Sessions Judges, while forwarding to the High Court the quarterly statements submitted by Chief Judicial Magistrates, shall submit a memorandum showing separately the outturn of criminal work of each officer exercising the powers of a Chief Judicial Magistrate, with an expression of opinion on that outturn.	76), retained.
229. Session Judges shall submit also quarterly to the High Court, a statement [Quarterly Statement B, Parts I and II, Form no. (S) 4, Volume II] showing the result of commitments to the Court of Sessions and of appeals and applications for revision made to	**Rule 229: Sessions Judges' quarterly statement.** Sessions Judges shall also submit quarterly to the High Court a statement [Quarterly Statement B, Parts I and II, Form No. (S) 4 of Volume II] showing the result of commitments to the Court of Session and of appeals and applications for revision made to them; the Additional or Assistant Sessions Judge, if any, shall furnish a similar return for that Court to the Sessions Judge, who shall	Existing Rule 229 [G.L. 1/24], retained.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
them. The Additional or Assistant Sessions Judge, if any, will furnish a similar return for his own Court to the Sessions Judge, who will exhibit the figures separately in his return. [G.L. 1/24.]	exhibit the figures separately.	
230. In the quarterly statements, columns headed “Brought to trial” or “Preferred” unlike those headed “Under trial” or “Total dealt with” are intended to show only cases brought to trial, or appeals or applications filed during the period to which the return relates, and are not intended to include cases pending at the commencement of such	**Rule 230: “Brought to trial” and “Preferred” columns.** In the quarterly statements, the columns headed “Brought to trial” or “Preferred” — unlike those headed “Under trial” or “Total dealt with” — show only cases brought to trial, or appeals or applications filed, during the period to which the return relates, and do not include cases pending at the commencement of the period.	Existing Rule 230, retained.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
period.		
231. Sessions Judges shall submit to the High Court along with the Quarterly Statements a memorandum showing separately the outturn of criminal work of each officer exercising the powers of a Sessions Judge or of an Assistant Sessions Judge. In the case of each such officer the number of days devoted to criminal work, the number of criminal cases disposed of, and the number of witnesses examined, should be shown. [G.L. 2/57.]	**Rule 231: Memorandum of outturn of Sessions officers.** Sessions Judges shall submit to the High Court, along with the Quarterly Statements, a memorandum showing separately the outturn of criminal work of each officer exercising the powers of a Sessions Judge or of an Additional or Assistant Sessions Judge — showing, for each officer, the number of days devoted to criminal work, the number of criminal cases disposed of and the number of witnesses examined; the memorandum may be generated from CIS.	Existing Rule 231 [G.L. 2/57], retained, with Additional Sessions Judges expressly included and CIS generation recognised.
C. — ANNUAL STATEMENTS (RULES 232 TO 237)		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
232. Most of the Annual Statements can be readily compiled from the statistical and other registers. In the case of others it is essential that the requisite information should be collected from time to time so as to be available without delay at the close of the year. In the latter case [Chief Judicial Magistrates and] District Magistrates must take care that the proper officers of their own Court and of the Court subordinate to them, collect the information at convenient intervals. [Ins. by C.S. No. 76.]	**Rule 232: Compilation of Annual Statements.** Most Annual Statements shall be compiled from the statistical and other registers and from CIS; where information is not so available, it shall be collected from time to time so as to be available without delay at the close of the year, the Chief Judicial Magistrates and District Magistrates taking care that the proper officers of their own Court and of the Courts subordinate to them collect it at convenient intervals.	Existing Rule 232 (C.S. No. 76), retained with CIS as the primary source.
233. District Magistrates shall	**Rule 233: Direct submission by District Magistrates.**	Existing Rule 233, retained.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
submit their Annual Statement direct to the High Court, and not through the Sessions Judge.	District Magistrates shall submit their Annual Statement direct to the High Court, and not through the Sessions Judge.	
234. [x xx x] — Deleted by C.S. No. 76 (ibid).	**Rule 234: [Deleted].** Stands deleted; no revival is proposed.	Existing Rule 234 was deleted by C.S. No. 76; the number is retained vacant to preserve the numbering scheme.
235. Annual Statement No. 2 [Form No. (S) 6, Volume II] is intended to show the final results of trial, and it is, therefore, necessary that the Magistrates who have to prepare it should be apprised of the results of commitments to the Court of Sessions. [x xxx — deleted by C.S. No. 77.]	**Rule 235: Annual Statement of final results.** Annual Statement No. 2 [Form No. (S) 6 of Volume II] shows the final results of trial; the Magistrates who prepare it shall be apprised of the results of commitments to the Court of Session, and in CIS the result of every committed case shall be linked back to the committing Court's record.	Existing Rule 235 (with the deletion by C.S. No. 77), retained; the CIS linkage automates the intimation of Sessions results.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
236. [x xx x] — Deleted by C.S. No. 77.	**Rule 236: [Deleted].** Stands deleted; no revival is proposed.	Existing Rule 236 was deleted by C.S. No. 77; the number is retained vacant.
237. In the Annual Statements, columns headed “Brought to trial” or “Preferred” unlike those headed “Undertrial” or “Total dealt with” are intended to show only cases brought to trial or appeals or applications filed during the period to which the return relates and not intended to include cases pending at the commencement of such period.	**Rule 237: Columns in Annual Statements.** In the Annual Statements, the columns headed “Brought to trial” or “Preferred” — unlike those headed “Under trial” or “Total dealt with” — show only cases brought to trial, or appeals or applications filed, during the period to which the return relates, and do not include cases pending at the commencement of the period.	Existing Rule 237, retained.
CHAPTER III — ANNUAL REPORTS **RULES 238 TO 241 [AND 242–242A]**		
238. Sessions Judges and District	**Rule 238: Annual Report on the Administration of**	Existing Rule 238 with its Note

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Magistrates shall submit to the High Court along with the Annual Statements, a Report for the year to which they refer upon the Administration of Criminal Justice. The form numbered (S) 14 [the annual table 1, vide Volume II] shall be incorporated in their Reports by Sessions Judges and District Magistrates. Sessions Judges and District Magistrates should be careful to secure a correspondence between the figures given in the Tables in the body of their Reports and those contained in the Annual Statements submitted by them, and they are expected to see that	**Criminal Justice.** (1) Sessions Judges and District Magistrates shall submit to the High Court, along with the Annual Statements, a Report for the year upon the Administration of Criminal Justice, incorporating the form numbered (S) 14 [annual table 1 of Volume II]; they shall secure correspondence between the figures in the tables in the body of the Report and those in the Annual Statements, so that no discrepancies occur. Note.—The Report shall, so far as it concerns the business of the Courts of Judicial Magistrates, be prepared in the first instance by the Chief Judicial Magistrate, who shall forward it to the Sessions Judge.	(C.S. No. 78) [G.L. 1/33], retained.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
no discrepancies occur in this regard. [G.L. 1/33.] [Note—The report shall, in so far as the business done in the Courts of Judicial Magistrates is concerned, shall, in the first instance, be prepared by the Chief Judicial Magistrate, who shall forward the same to the Sessions Judge. —Subs. by C.S. No. 78.]		
239. The Court does not consider it necessary to prescribe the use of any particular form of Report; but the Report, in whatever form should contain such remarks as suggest themselves on a consideration of the figures entered in the statements. Any	**Rule 239: Form and contents of the Report.** No particular form of Report is prescribed; but the Report, in whatever form, shall contain such remarks as suggest themselves on a consideration of the figures in the statements, and any great variation between the results for the year under report and the previous year shall be noticed and, if possible, explained.	Existing Rule 239, retained.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
great variation between the result exhibited for the year under report and for the previous year should receive notice and be explained, if possible.		
240. Amongst other matters, the following must be noticed in the Report— (a) The condition of the Record-room, which must be ascertained by careful personal enquiry, and not from the mere report of the Record-keeper. Note—The Court will not be satisfied with a mere cursory mention, but require a clear description of the state of the record-room, and the date up to which the records have been	**Rule 240: Matters to be noticed in the Report.** Amongst other matters, the following shall be noticed in the Report — (a) the condition of the Record-room, physical and digital, ascertained by careful personal enquiry and not from the mere report of the Record-keeper — with a clear description of its state, the date up to which the records have been sorted, digitised or destroyed, and the progress and verification of digitisation; (b) the extent of compliance with the rules regarding the arrangement of records in the course of trial and the preservation and destruction of records (Part III of these	Existing Rule 240 with its Note, retained as clauses (a) to (d) and extended by clauses (e) to (g). Part III (records) and Part V (fees) of these Rules; Section 479, BNSS 2023 (corresponding to Section 436A, Cr.P.C.) including the duty of the jail superintendent under sub-section (3); Circular Order No. 02 of 2025 (legal-aid coversheets); Circular Order No. 01 of 2026 (information of the

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
sorted or destroyed, so that it may appear without doubt that this duty has in no way been neglected. (b) The extent to which effect has been given to the rules regarding the arrangement of the records in the course of the trial and the rules regarding the destruction of useless records. (c) The working of the rules under the Court-Fees Act. (d) The effect of recent legislation on the working of the Criminal Courts.	Rules); (c) the working of the rules under the Court-Fees Act (Part V of these Rules), including the reconciliation of electronic payments under Rule 203-B; (d) the effect of recent legislation on the working of the Criminal Courts, including the implementation of the Bharatiya Nyaya Sanhita, the Bharatiya Nagarik Suraksha Sanhita and the Bharatiya Sakshya Adhiniyam, 2023 and of electronic processes; (e) the functioning of the Vulnerable Witness Deposition Centres and compliance with the vulnerable-witness and identity-protection framework, and the working of legal aid, including compliance with Circular Order Nos. 02 of 2025 and 01 of 2026; (f) the working of victim compensation and witness protection; and (g) the review of undertrial prisoners, including	right to legal aid before evidence).

Existing Rule	**Proposed Rule**	**Reference of: - Proposed Amendment**
	compliance with Section 479 of the BNSS, 2023.	
241. The character, qualifications, and official merit of Magistrates should be made the subject of a separate report by Sessions Judges. In such report the work done by, and the result of appeals [and revisions] from, each Magistrate should be analysed and commented on only as an aid to forming a judgment as to their respective deserts and fitness for promotion. This does not debar Sessions Judges from recording in their Administration Reports any instance of special and distinguished merit on the part of a subordinate Magistrate	**Rule 241: Confidential reports on judicial officers.** (1) The character, qualifications and official merit of judicial officers shall be made the subject of the annual confidential report by the Sessions Judge, in the form and manner prescribed by the High Court for the appraisal of officers of the district judiciary; the work done by, and the result of appeals and revisions from, each officer shall be analysed and commented upon only as an aid to forming a judgment as to merit and fitness, and not mechanically; instances of special and distinguished merit may be recorded for the favourable notice of the Court. (2) The report shall set out clearly and tersely sufficient particulars to enable the Court to form a correct and definite judgment, indicating any special merits or defects, briefly illustrating an unfavourable trait where the report is adverse, and recording more than vague general	Existing Rule 241 with Notes 1 to 3 (C.S. Nos. 5 and 79), retained in substance, aligned with the High Court's current framework of annual confidential reports for the district judiciary and made gender-neutral; the District Magistrate has no role in the appraisal of judicial officers after the separation effected by the Code of 1973.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
which they consider deserving of special mention and entitling the person indicated to the favourable notice of the Court or of Government. [Deletions and insertion by C.S. No. 79.] Note 1—The report should set out clearly and tersely sufficient particulars to enable the Court to form a correct and definite judgment on the merits of the officer reported on; to ensure this, it is necessary that it should indicate any special merits or defects which may exist in his case. In case of a very bad report it is desirable, if possible, that the unfavourable trait should be very briefly illustrated.	expressions such as “satisfactory” or “good”; where the Sessions Judge has seen little or nothing of an officer’s work, this shall be stated and a full report ensured in the following year; a newly-posted Sessions Judge shall submit the predecessor’s opinion, and for an officer transferred from another district, obtain and submit the report of the Judge of that district. (3) Where an officer has taken steps to remedy a defect previously reported, this shall be mentioned, and with the Court’s concurrence the officer informed that the efforts at improvement have been noticed; remediable defects or adverse remarks which in the opinion of the High Court should be communicated shall be sent by the Registrar directly to the officer concerned. (4) The report shall invariably state whether the officer exercises effective control over his or her office; the Sessions Judge may call for reports from the Chief Judicial Magistrates and from the Sub-divisional Judicial	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
Sessions Judges should form a clear and reasoned estimate of the merits and demerits of the officers under them and express their view clearly and fully. Where a Sessions Judge has seen little or nothing of the work of any officer under him, he should say so in reporting to the High Court and should take steps to ensure a full report being submitted in the following year. Where the Sessions Judge has been newly posted to the district, he should submit to the Court the report or opinion recorded by his predecessor and when the subordinate officer has been transferred from another district, the Sessions Judge should	Magistrates in the case of outlying stations.	

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
obtain from the Judge of that district and submit the report required by this rule. Where a Sessions Judge has seen an officer's work, he should record something more than such vague general expressions as "satisfactory", "good", "unsatisfactory", "bad" or the like. [If at the time of submitting the confidential report it is found that an officer has taken steps to remedy any defect previously reported, mention should be made of this fact also in the report, and then with the Court's concurrence, the officer concerned should be informed that his efforts at improvement have been noticed.		

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
If the confidential reports on the work and character of Subordinate Judicial Officers contain remediable defects or any adverse remarks regarding an officer which in the opinion of the High Court should be communicated to him for his guidance and correction, a transcript of the remarks will be sent by the Registrar directly to the officer concerned. — Subs. by C.S. No. 5.] Note 2—Reports on the merits of an officer should invariably state whether he exercises effective control over his office. [Note 3—The Sessions Judges may call the report in this behalf from		

<table>
<tr><th>Existing Rule</th><th>Proposed Rule</th><th>Reference of: - Proposed Amendment</th></tr>
<tr><td>the Chief Judicial Magistrates and from the Subdivisional Judicial Magistrates in case of outlying stations.]</td><td></td><td></td></tr>
<tr><td colspan="3">CHAPTER IV — ELECTRONIC REGISTERS, MONITORING AND ACCOUNTABILITY (NEW)
RULES 241-A TO 241-F
This new chapter includes: the status of CIS and approved systems as official electronic registers, mandatory data entry, reconciliation, audit trails, masking of protected particulars and monthly certification of accuracy; returns concerning personal liberty and reserved judgments; the monitoring register for old, custody and time-bound cases; the witness, process and expert-report delay register; the annual compliance certificate; and responsibility for false, incomplete or delayed returns.</td></tr>
<tr><td>New Rule.</td><td>Rule 241-A: Electronic registers, CIS data and audit trail.
(1) Data maintained in CIS or in any other system approved by the High Court shall constitute an official electronic register, subject to verification under this rule.
(2) Every Court shall ensure the timely and complete entry of institution, parties, offence provisions, stage, orders,</td><td>New rule proposed (drawing on the draft rule prepared by the Committee’s counsel).
Section 530, BNSS 2023; the eCourts Project — CIS as the electronic register of first entry, NJDG as the national statistics</td></tr>
</table>

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	next date, custody and bail status, process and warrant status, witnesses examined, exhibits, judgment, sentence and consignment of the record. (3) Electronic data shall be reconciled periodically with the physical registers and order-sheets during transition; every correction shall preserve the audit trail and the reason for correction. (4) Particulars of protected and vulnerable witnesses, child victims, children in conflict with law, victims of sexual offences and sealed matters shall be masked or restricted in all public-facing systems, consistent with Parts I and III of these Rules. (5) The Presiding Officer or the officer in charge shall review data quality before the monthly, quarterly and annual returns are submitted, and shall certify monthly that the CIS data of the Court is accurate and complete; the figures reflected on NJDG shall correspond with the certified data, and discrepancies shall be explained.	grid, and ICJS interoperability; consistent with the audit-trail and restricted-access provisions of Part III of these Rules, Section 74, Juvenile Justice Act, 2015 and Circular Order No. 05 of 2024.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
New Rule.	**Rule 241-B: Returns concerning personal liberty and reserved judgments.** (1) Every Criminal Court shall submit monthly, through the Chief Judicial Magistrate or the Sessions Judge as the case may be, and the Sessions Judge shall forward to the High Court with remarks, a statement — generated from CIS where available — showing: (a) bail applications pending beyond two weeks and anticipatory bail applications pending beyond six weeks of filing, and every bail or anticipatory bail application pending beyond two months from the date of filing, with the reasons for pendency; (b) cases in which judgment or final order has been reserved and not pronounced within thirty days of the conclusion of arguments, with reasons, cases pending beyond sixty days being specially reported; (c) undertrial prisoners appearing eligible for release under Section 479 of the BNSS, 2023, with the action taken,	New rule proposed. Satendra Kumar Antil v. CBI, (2022) 10 SCC 51, para 100.11 — two weeks for bail, six weeks for anticipatory bail; Anna Waman Bhalerao v. State of Maharashtra, 2025 INSC 1114, para 18(a), (b) and (d) — two months from filing, administrative directions and mechanisms against accumulation; Rajanti Devi v. Union of India, 2023 SCC OnLine SC 1595 — delay of nearly a year in pronouncing a reserved anticipatory bail judgment (a matter arising from this Court); Anil Rai v. State of Bihar, (2001) 7 SCC 318 —

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	including on applications and reports of the Superintendent of the jail under sub-section (3); and (d) cases in which a superior Court has fixed a time-bound schedule, with the stage of compliance. (2) The statement shall be reviewed by the Chief Judicial Magistrate and the Sessions Judge, and cases calling for special attention shall be brought to the notice of the High Court; the High Court may direct that the statement be reflected on an administrative dashboard.	monitoring of reserved judgments; Section 479, BNSS 2023; Circular Order No. 06 of 2025 (expeditious criminal proceedings); Rule 32-C of these Rules.
New Rule.	**Rule 241-C: Monitoring register for old, custody and time-bound cases.** (1) Every Criminal Court shall maintain, physically or electronically, a monitoring register of old cases, custody cases and time-bound cases, showing the case and CNR number, date of institution, date of arrest or surrender, age of the case, custody status, the reason for delay, the pending step (process, witness, forensic or other report, or	New rule proposed (drawing on the Committee counsel's draft). Article 21 — speedy trial; Circular Order No. 06 of 2025, issued in the light of CBI v. Mir Usman — expedition in criminal proceedings; consistent with the case-management provisions of

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	record), the next effective step, and the monthly review note. (2) The register shall separately flag cases involving offences punishable with death or imprisonment for life, offences against children and sexual offences, cases under the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989 and the NDPS Act, 1985, cases of senior citizens and persons with disability, cases involving vulnerable or protected witnesses, cases in which the accused is in custody, and cases under time-bound directions of a superior Court. (3) The Presiding Officer shall review the register periodically and issue case-management directions; the status of the flagged cases shall be reflected in the periodical returns.	Part I, Chapter VIII of these Rules and Rule 214(2).
New Rule.	**Rule 241-D: Witness, process and expert-report delay register.**	New rule proposed (drawing on the Committee counsel's draft).

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	(1) Every trial Court shall maintain a register or electronic dashboard for monitoring delay occasioned by non-service of summons or process, witness non-appearance, non-production of official witnesses, non-production of the accused from custody, delay in forensic, DNA or medical reports, and non-receipt of records. (2) The register shall show the witness name or code and category, the process issued, the mode of service, the result, the reason for non-service or non-appearance, the next coercive or administrative step, and the agency responsible; official, medical, forensic and police witnesses shall be tracked through their controlling authority where necessary. (3) Repeated default shall be reported to the Presiding Officer and reflected in the monthly and quarterly returns; in cases of protected or vulnerable witnesses, the register shall use codes and restricted access. (4) The register shall assist the Court in ensuring that	Section 346, BNSS 2023 (corresponding to Section 309, Cr.P.C.) — adjournment discipline; NSTEP — service tracking; the witness-particulars and witness-protection provisions of Part I of these Rules; Witness Protection Scheme, 2018.

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	adjournments are not granted mechanically on account of avoidable witness or process default, consistently with the proviso-discipline of Section 346 of the BNSS, 2023.	
New Rule.	**Rule 241-E: Annual compliance certificate.** Along with the Annual Report, the Sessions Judge, the Chief Judicial Magistrate and, in respect of the executive side, the District Magistrate, as applicable, shall submit a concise certificate — in the format the High Court may notify — of: personal inspection of the record-room, physical and digital; compliance with the preservation and destruction provisions of Part III; reconciliation of court-fees and electronic payments under Part V, Rule 203-B; the reviews of register and CIS data quality under Rule 241-A; the functioning of the Vulnerable Witness Deposition Centres; and the position of the liberty statements under Rule 241-B.	New rule proposed (drawing on the Committee counsel's draft); gives certification form to the matters which Rule 240 requires the Report to notice, and closes the loop with Parts III and V of these Rules.
New Rule.	**Rule 241-F: Responsibility for false, incomplete or**	New rule proposed (drawing on

Existing Rule	Proposed Rule	Reference of: - Proposed Amendment
	delayed returns. (1) The preparation and submission of accurate returns is the responsibility of the Presiding Officer or officer in charge and of the ministerial staff entrusted with the work. (2) False figures, unexplained variation, suppression of pendency or of custody cases, incorrect disposal or delay categorisation, or manipulation of electronic data shall be treated as a serious irregularity; an error detected after submission shall be corrected by a revised statement with explanation. (3) Repeated default may be placed before the District & Sessions Judge and the High Court for administrative action; where an error is attributable to a technical or software failure, the failure shall be documented and reported to the technical support and the High Court.	the Committee counsel’s draft); gives sanction-form to the duties in existing Rules 218 to 221 and complements Rule 241-A.

PART VII

MISCELLANEOUS

RULES 242 TO 264-G

Existing Rule	Proposed Rule	Reference of Proposed Amendment
PART VII — Miscellaneous	**PART VII — Miscellaneous: Process Service, Inspections, Conduct, Registered Clerks, Vakalatnama and Office Administration (Application and Interpretation)** (1) The provisions of this Part shall apply to miscellaneous matters relating to process service, inspections, Court dress, conduct of Judicial Officers, access to Court offices, registered clerks, authority to appear, and office administration of the Criminal Courts subordinate to the High Court. (2) In this Part, unless the context otherwise requires — (a) "Sanhita" means the Bharatiya Nagarik Suraksha Sanhita, 2023; (b) "Advocate" has the meaning assigned under the Advocates Act, 1961; (c) "electronic communication" and "audio-video electronic means" have the meanings assigned under the Sanhita and the Information Technology Act, 2000; (d) words importing one gender include all genders. (3) Any reference in this Part, or in any form or register maintained under it, to the Code of Criminal Procedure, 1973 or 1898, or to any provision thereof, shall be construed as a reference to the Sanhita or the corresponding provision of the Sanhita.	BNSS, 2023 — Ss. 530, 531; General Clauses Act, 1897 — S. 8. Advocates Act, 1961 — Ss. 2(1)(a), 29–33, 55. Patna HC: Rules for Video Conferencing for Courts, 2020; Rules for Electronic Filing (e-filing), 2021; Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025 (Art. 227 read with BNSS). Comparative: Allahabad General Rules (Criminal), 1977 (framed under Art. 227 read

	(4) Wherever the expression “Pleader” or “Mukhtar” occurs, it shall, unless the context otherwise requires, be read in conformity with the Advocates Act, 1961 (saving the rights preserved by Section 55 thereof), the Bar Council of India Rules and the applicable High Court rules. (5) Wherever electronic process, electronic register, digital identity credential, e-vakalatnama, e-filing or electronic communication is permitted by law, by rules made by the State Government, or by rules or directions of the High Court — including the Rules for Electronic Filing (e-filing), 2021, and the Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025 — the same may be used, subject to authentication, audit trail, data protection and confidentiality.	with S. 477 CrPC with State Government approval).
CHAPTER I — Process Service. Rule under clause III of Section 20 of the Court-Fees Act, 1870 (VII of 1870). *Rule 242. As regards the pay of peons employed in the service of processes in [Executive] Magistrate's Court, the rules in Part III, Chapter II of the Board's Practice and Procedure Manual, 1939, shall be followed.*	**Rule 242: Process-serving establishment and service of judicial processes** (1) Service and execution of processes issued by the Courts of Session, Judicial Magistrates and other Criminal Courts on the judicial side shall be carried out through the process-serving establishment under the administrative control of the District and Sessions Judge, or through such other agency or mode as is authorised by the Sanhita, rules made thereunder, or directions of the High Court. (2) Processes issued by Executive Magistrates or Revenue Courts shall be served through the establishment under the appropriate executive or revenue authority, unless the High Court or the competent authority directs	Existing R. 242; Court-Fees Act, 1870 — S. 20, cl. III and S. 22. Constitution — Art. 50; separation effected by CrPC, 1973 and continued under BNSS, 2023. Comparative: Allahabad General Rules (Criminal), 1977; Madras Criminal Rules of Practice, 2019.

	otherwise; as regards the pay and conditions of process-servers of such Courts, the rules in Part III, Chapter II of the Board's Practice and Procedure Manual, 1939, or any rules replacing them, shall continue to apply to the extent they are not inconsistent with any law in force. (3) The judicial and the executive/revenue process-serving establishments shall be kept distinct and shall not be intermingled, except under an express administrative arrangement approved by the High Court or other competent authority. (4) The High Court may direct that process issued from the Court of a Special Judicial Magistrate be served by such establishment as it specifies. (5) The pay, duties, deployment, supervision and accountability of process-servers shall be governed by the applicable service rules and administrative directions in force. (6) Every process-serving establishment shall maintain a process register, in physical or electronic form, showing receipt of each process, attempts at service, mode of service, result, and return of the process to the issuing Court.	
Rule framed by the High Court of Judicature at Patna in accordance with Section 22 of the Court-Fees Act, 1870 for the guidance of Magistrates in the State of Bihar. *Rule 242-A. [The District Magistrate] of*	**Rule 242-A: Assessment of workload and strength of process-serving establishment** (1) The District and Sessions Judge shall, at least once in every five years, and whenever otherwise necessary, assess the workload of the process-serving establishment serving the Courts of Session and Judicial Magistrates in the district.	Existing R. 242-A with provisos and Notes 1–2. Bihar Reorganisation Act, 2000 (creation of Jharkhand). Court-Fees Act, 1870 — S. 22.

every district shall ascertain the average number of original processes issued during the last three years from his own Court and from each of the Courts subordinate thereto, and the peons to be employed in the district should be sufficient for the execution of that number. Division-wise/district-wise numerical table follows (Patna, Gaya, Shahabad, Saran, Champaran, Muzaffarpur, Darbhanga, Bhagalpur, Saharsa, Monghyr, Purnea, Santal Parganas, Ranchi, Hazaribagh, Palamau, Dhanbad, Singhbhum etc.). *Proviso: processes of Courts of Judicial Magistrates to be served by the establishment of the District and Sessions Judge, who may appoint additional staff; strength increased/reduced where processes vary by ten per cent; five-yearly ascertainment; surplus permanent hands absorbed by stopping fresh recruitment. Note 1 defines "original process"; Note 2 reckons special-peon service and record-carrying as three original processes.*	(2) The assessment shall consider: (a) the average number of original processes issued during the preceding three years by each Court; (b) the number and age of pending unserved processes and process-return delays; (c) the nature and urgency of processes; (d) territorial spread and requirements of outlying Courts; (e) the extent of electronic service; and (f) sanctioned strength, deployment and vacancies. (3) The strength of the establishment may, subject to the sanction of the competent authority, be increased, reduced, redistributed or rationalised where the volume of processes has increased or decreased by ten per cent or more; in case of diminution, surplus permanent hands shall be gradually absorbed against permanent vacancies by stopping fresh recruitment until the permissible strength is reached. (4) Where processes issued by Executive Magistrates or Revenue Courts are served through a separate establishment, the District Magistrate or competent executive authority shall make a like assessment for that establishment. (5) The district-wise numerical table appended to the former rule is omitted; staffing shall instead follow the periodic workload-based assessment and staffing norms approved by the High Court. (6) For the purpose of workload calculation, "original process" means the original process document filed with the record of a case, including the names of all persons residing within the jurisdiction of the Court upon whom copies of it (whether summons, warrant, notice or other process) are	

	to be served in the same case and at the same time. (7) Service by a special process-server under the direction of the Court, and each day on which a process-server is engaged under orders in carrying judicial records, letters or other Court papers from one station to another, shall be reckoned as service of three original processes, or according to such other norm as the High Court may prescribe. (8) Where electronic service materially reduces physical process workload, the staffing review shall take that factor into account, without compromising service in rural, remote or digitally unserved areas.	
New Rule.	**Rule 242-B: Electronic issuance, transmission, service and monitoring of processes** (1) Summonses and other processes may be issued in encrypted or other electronic form bearing the image of the seal of the Court or the digital signature of the Presiding Officer, as provided in Section 63 of the Sanhita. (2) A summons bearing the image of the Court's seal may be served by electronic communication in such form and manner as the State Government may, by rules, provide under the proviso to Section 64(2) of the Sanhita; until such rules are notified, electronic service shall be effected only under, and in accordance with, the rules and directions of the High Court, including the Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025. (3) All summonses served through electronic communication under Sections 64 to 71 of the Sanhita shall be considered duly served, and a copy of such	BNSS, 2023 — S. 63; proviso to S. 64(1); proviso to S. 64(2); S. 70(3); Ss. 84–86; S. 530. Satender Kumar Antil v. CBI (SC, January 2025) — electronic service of S. 35 BNSS / S. 41-A CrPC police notices not a valid substitute. Patna HC/Bihar: Rules for Video Conferencing for Courts, 2020; Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules,

	summons shall be attested and preserved as proof of service, as required by Section 70(3) of the Sanhita. (4) Electronic service may be effected through the official e-mail address, mobile number or other electronic address entered in the register maintained under the proviso to Section 64(1) of the Sanhita, through the Court portal, or through the police digital network (ICJS/CCTNS), and proof of such service — system-generated delivery or read reports, e-mail trails, portal acknowledgments and attested copies — shall be preserved with the process record, in physical or electronic form. (5) A warrant of arrest shall be executed in the manner provided by the Sanhita; this rule permits its electronic transmission to the executing officer or agency and the electronic monitoring of its status, and does not substitute electronic communication for execution. (6) A proclamation or attachment under Sections 84 to 86 of the Sanhita shall be published and effected in the manner required by those provisions; publication on the Court's website or other electronic mode may supplement, but shall not replace, the statutory mode. (7) Electronic service shall not be effected in a manner that discloses the protected identity of a victim or witness, compromises witness safety, sealed records or fair-trial rights, or uses private or unofficial accounts or devices of Court staff. (8) The process register shall show whether each process was served physically, electronically, through the police, through a superior officer,	2025; ICJS/CIS integration in all Bihar districts (e-Committee, Supreme Court of India).

	through the jail authority, through the Public Prosecutor's office, or by any other mode; repeated non-service shall be placed before the Presiding Officer for remedial directions. Explanation.— This rule governs Court process only; it does not apply to notices issued by police officers under Section 35(3) of the Sanhita, the mode of service of which is governed by the Sanhita and binding judicial decisions.	
CHAPTER II — Inspections. INSPECTION OF MAGISTRATES' COURTS BY SESSIONS JUDGE [H.C. Letter No. 1993–2003, dated 11th February, 1965]. *Rule 243. [Deleted by C.S. No. 83.]* *Rule 244. (a) When convenient, the Sessions Judges should visit the Courts of Judicial and Executive Magistrates (excluding District Magistrates); inspection of a general character, directed rather to judicial than to executive matters; they should sit with the Subordinate Magistrates, advise them in matters of procedure, consider their conduct of proceedings, examine records*	**Rule 244: Inspection of Criminal Courts by Sessions Judge / District and Sessions Judge (Rule 243 remains omitted)** (1) The Sessions Judge / District and Sessions Judge shall inspect the Courts of Judicial Magistrates and other subordinate Criminal Courts in the district periodically, in accordance with the directions of the High Court, in aid of the duty of continuous superintendence recognised by Section 529 of the Sanhita and Articles 227 and 235 of the Constitution. (2) The inspection shall not be confined to ministerial work; it shall be directed primarily to actual judicial work and procedure, including cognizance, bail and remand, custody of undertrials, issue and service of process, supply of copies of police papers, framing of charge or substance of accusation, examination of witnesses, adjournments, orders on evidence, judgment, sentencing, compensation, record maintenance and compliance with the directions of the High Court and the Supreme Court. (3) The inspecting Judge may examine records, order-sheets, registers — including warrant, process, exhibit, malkhana/property, copying and fee	Existing Rr. 243–244 [R. 243 deleted by C.S. No. 83; H.C. Letter No. 1993–2003, dt. 11.2.1965; G.L. 10/57]. BNSS, 2023 — S. 529; Constitution — Arts. 227, 235. POCSO Act, 2012 — S. 35; SC/ST (PoA) Act, 1989 — Ss. 14–14A; NDPS Act, 1985 — S. 36; Hussain v. Union of India, (2017) 5 SCC 702.

and scrutinise orders passed at various stages of trials (bail, summonses to and warrants for witnesses, adjournments etc.). (b) As Executive Magistrates' Courts are inspected by District Magistrates and Divisional Commissioners (registers, state of offices), the Sessions Judge should not occupy himself with those matters. (c) Inspections should not prejudice the proper discharge of the Sessions Judge's more important duties; no detailed report need be submitted unless the visit disclosed facts of unusual interest or importance; the Court attaches greater importance to supervision of a Magistrate's actual judicial procedure than to examination of records. [G.L. 10/57.]	registers — old and stagnant cases, custody cases, and the corresponding CIS/e-Courts and digital entries. (4) The inspecting Judge may, where appropriate, sit with the Judicial Magistrate concerned and advise on procedure, record management, case-flow management and avoidance of unnecessary delay; inspection notes shall be specific, constructive and capable of compliance. (5) Special attention shall be paid to old cases, custody cases, cases under special statutes (including the POCSO Act, the SC/ST (Prevention of Atrocities) Act and the NDPS Act), cases involving vulnerable, child or protected witnesses, DNA/FSL and medical evidence, and electronic evidence. (6) The Courts of Executive Magistrates are inspected by the District Magistrate and the Divisional Commissioner; inspection of such Courts by the Sessions Judge, if any, shall be confined to matters lawfully within judicial supervision or as directed by the High Court, and shall not extend to matters of executive administration. (7) Inspections shall be so arranged as not to prejudice the proper discharge of the inspecting Judge's judicial duties. (8) A detailed report of a routine inspection need not be submitted to the High Court; the fact of inspection shall be reported, and a detailed report submitted where the inspection discloses serious irregularity, unusual delay, systemic defect or any matter affecting the administration of criminal justice.	

New Rule.	**Rule 244-A: Digital inspection and compliance monitoring** (1) Inspection may include physical inspection of Court records and digital inspection of CIS/e-Courts data, dashboards (including NJDG data of the Court), scanned records, e-process reports and electronic registers. (2) The inspecting Judge shall verify that physical records and the corresponding digital entries are consistent, and that data entry is accurate and current. (3) Deficiencies noticed during inspection shall be classified — judicial, administrative, ministerial, data-entry, record-room, process-service, copying, fee-accounting or infrastructural — and communicated to the Court inspected. (4) The inspected Court shall submit a compliance report within the time fixed by the inspecting Judge or the High Court; compliance shall be verified at the next inspection. (5) Repeated or unremedied defects shall be brought to the notice of the District and Sessions Judge and, where necessary, of the High Court.	New rule. BNSS, 2023 — S. 529; e-Committee, Supreme Court of India — CIS/NJDG directions and SOPs; ICJS operational in all Bihar districts since 2020.
CHAPTER III — Miscellaneous Instructions. *Rule 245. The pages and paragraphs of Annual and Inspection reports and similar lengthy communications submitted to the High Court should invariably be*	**Rule 245: Numbering, indexing and electronic formatting of reports** (1) The pages and paragraphs of Annual Reports, Inspection Reports and other lengthy communications submitted to the High Court shall invariably be consecutively numbered. (2) A lengthy report shall contain an index or table of contents; annexures shall be separately numbered and clearly referenced in the body of the	Existing R. 245. Patna HC Rules for Electronic Filing (e-filing), 2021 (searchable, paginated PDF standard).

numbered.	report. (3) Reports submitted electronically shall be in searchable, paginated and properly formatted PDF, or such other format as the High Court may direct, and shall be transmitted through official channels. (4) Confidential or sealed annexures shall be distinctly marked and transmitted through the secure mode prescribed by the High Court.	
Rule 246. (a) Sessions Judges, Additional Sessions Judges and Assistant Sessions Judges shall, when presiding in Court, wear a Judges' or Barrister's gown made of black stuff with white pants over a dark coloured coat. (b) [Omitted by C.S. No. 90, dt. 29.9.1980.] (c) [Subs. by C.S. No. 91, dt. 29.9.1980] Dress of Advocates and Lady Advocates in Supreme Court, High Court, Subordinate Courts, Tribunals — black buttoned-up coat/chapkan/achkan/sherwani or black open-breast coat, white bands, Advocates' gown; sarees or long skirts etc. for Lady Advocates; gown optional except in Supreme Court or High Court; black tie in certain Courts. (d) Dress of Pleaders of	**Rule 246: Court dress of Judicial Officers and Advocates** (1) Sessions Judges, Additional Sessions Judges and other Judicial Officers presiding over Criminal Courts shall, when presiding in Court, wear the Court dress prescribed for Judicial Officers by the High Court on its administrative side; until otherwise directed, this shall be a black gown of the pattern in use, with white bands, worn over sober dark-and-white attire appropriate to the officer. (2) Advocates appearing before the Criminal Courts shall wear the dress prescribed by the rules made by the Bar Council of India under Section 49(1)(gg) of the Advocates Act, 1961 (Part VI, Chapter IV of the Bar Council of India Rules), as amended from time to time; the wearing of the Advocates' gown in Courts subordinate to the High Court shall be as provided in those rules. (3) Court dress shall maintain the dignity, uniformity and decorum of judicial proceedings, and dress prescriptions shall be applied in a gender-sensitive and non-discriminatory manner. (4) Relaxation or modification of dress during extreme weather, or on	Existing R. 246(a)–(d) [C.S. Nos. 84, 90–92, dt. 29.9.1980]. Advocates Act, 1961 — S. 49(1)(gg); BCI Rules, Part VI, Ch. IV. Schedule I, Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025 (VC attire).

the Subordinate Courts (chapkan, achkan, sherwani, churidar or khalta pyjamas, black gown of prescribed cut). The wearing of a head dress is optional. Note — [Omitted by C.S. No. 92, dt. 29.9.1980.]	account of medical necessity, disability, pregnancy, security or other sufficient cause, shall be governed by the directions of the High Court and the Bar Council; the Presiding Officer may permit reasonable immediate relaxation where necessary, consistently with such directions. (5) A Judicial Officer presiding, and an Advocate appearing, through video conferencing shall maintain the decorum of the Court and wear the professional dress applicable to physical hearings, subject to the Schedule to the Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025, and any relaxation notified by the High Court. (6) The wearing of a head dress remains optional, save where required by the religion of the wearer or by applicable service rules. (7) The references in the former rule to “Lady Advocates”, “Pleaders”, “Mukhtars”, “chapkan”, “achkan”, “churidar” and like dress forms stand harmonised with the current Bar Council and High Court dress rules through sub-rules (1) to (3).	
Rule 247. Rules approved by the Government of India relative to the dress of Military Officers and Soldiers appearing before Civil or Criminal Courts (other than Courts established under Military law): (1) attendance in official capacity — uniform with sword or side	**Rule 247: Appearance of armed forces and uniformed personnel before Criminal Courts** (1) An officer or member of the Armed Forces or of a uniformed service required to attend a Criminal Court in an official capacity may appear in uniform, subject to applicable service regulations and the directions of the Court. Attendance in an official capacity includes attendance — (a) as a witness in respect of matters which came to the person's knowledge in that	Existing R. 247(1)–(4). Office of Commander-in-Chief abolished, 1955. Pradyuman Bisht v. Union of India (SC) — court-complex security directions.

arms; includes attendance (a) as witness on matters within military cognizance, (b) by an officer watching a case on behalf of soldiers under his command; (2) attendance otherwise — plain clothes or uniform; (3) no sword or side arms where appearing as accused or under military arrest, or where the Presiding Officer requires surrender of arms — reasons to be recorded and, if the Military Authorities so request, forwarded for the information of His Excellency the Commander-in-Chief; (4) fire-arms shall under no circumstances be taken into Court.	capacity; and (b) by an officer deputed to watch a case on behalf of personnel under his command. (2) A person required to attend otherwise than in an official capacity may appear either in plain clothes or in uniform, according to the applicable service regulations and the directions of the Court. (3) A person shall not wear a sword or side arms in Court — (a) where he appears in the character of an accused or is under service arrest; or (b) where the Presiding Officer, for reasons of security or decorum, thinks it necessary to require the surrender of arms; in which case a statement of the reasons for the order shall be recorded by the Presiding Officer and, if the service authorities so request, forwarded for the information of the competent service authority. (4) Firearms shall under no circumstances be taken into Court, except by personnel deployed for Court security under the security plan approved by the High Court or the District and Sessions Judge.	
SESSIONS JUDGES AND DISTRICT MAGISTRATES NOT TO ISSUE CIRCULAR ORDERS. *Rule 248. Sessions Judges should not, without permission previously obtained from the High Court, issue general instructions or circular orders of any kind for the guidance of Magistrates.*	**Rules 248–249: Circular orders and general instructions** 248. (1) No Sessions Judge / District and Sessions Judge shall, without the previous permission of the High Court, issue general instructions, circular orders or standing directions of any kind affecting the judicial practice or procedure of the Magistrates or Courts subordinate to him. (2) Nothing in this rule prevents the issue, within the authority conferred by the High Court, of administrative instructions concerning ministerial work, listing, record management, process service, security, infrastructure, e-	Existing Rr. 248–249 [R. 249 amended by C.S. No. 85]. BNSS, 2023 — S. 529; Constitution — Arts. 227, 235.

Rule 249. District Magistrates [and Chief Judicial Magistrates — ins. by C.S. No. 85] are prohibited from issuing general orders in the form of circulars on judicial matters to the Magistrates subordinate to them. If there be any matter connected with the administration of criminal justice in their districts which, in their opinion, requires the issue of a general order for the information and guidance of the Courts subordinate to them, they should submit such order for the confirmation and approval of the High Court, without which it should in no case be issued.	Courts compliance or staff supervision, provided such instructions do not touch judicial discretion or the decision of cases. 249. (1) No Chief Judicial Magistrate shall issue general orders in the form of circulars on judicial matters to the Judicial Magistrates subordinate to him, except with the approval of the High Court or under express authority conferred by its rules, circulars or directions. (2) No District Magistrate or other executive authority shall issue any circular, order or direction to Judicial Magistrates in judicial matters; circulars of District Magistrates on matters connected with the administration of criminal justice shall be confined to the Executive Magistrates subordinate to them and shall be submitted for the approval of the High Court before issue. (3) If any matter connected with the administration of criminal justice requires a general instruction for the guidance of the subordinate Courts, the Chief Judicial Magistrate shall move the District and Sessions Judge, who shall submit the proposal to the High Court; no such order shall issue without the High Court's approval. (4) Any circular issued without authority and affecting judicial decision-making shall have no force unless and until approved by the High Court.	
RESIDENCE OF GAZETTED OFFICERS. *Rule 250. [Subs. by C.S. No. 85] No officer of the Judicial Services shall be permitted to reside elsewhere than at the Head-*	**Rule 250: Residence and headquarters of Judicial Officers** (1) A Judicial Officer shall ordinarily reside at the headquarters of the station to which he is posted. (2) Residence elsewhere than at headquarters shall require the special	Existing R. 250 [subs. by C.S. No. 85]. Constitution — Art. 235 (control over district judiciary);

quarters of the Station to which he is posted except with the special sanction of the High Court which may be granted in exceptional cases upon consideration of circumstances brought to its notice by the District and Sessions Judges.	sanction of the High Court, which may be granted in exceptional cases — including on grounds of health, family hardship, security, non-availability of suitable accommodation, temporary posting or other sufficient cause — upon consideration of circumstances brought to its notice through the District and Sessions Judge. (3) The District and Sessions Judge shall forward every such request with comments on administrative feasibility, Court functioning, the officer's availability for remand, bail and other urgent judicial work, and the public interest. (4) Sanction to reside outside headquarters shall not relieve the officer of punctuality, availability for urgent judicial work, inspections, administrative control or compliance with the directions of the High Court, and may be withdrawn at any time.	Bihar Judicial Service rules.
JUDICIAL OFFICERS AND THE PUBLIC. *Rule 251. The attention of all officers is invited to the collection of Rules and orders of the Government regulating the conduct of Public servants in respect of borrowing money, receipt of complimentary addresses and the like.*	**Rule 251: Conduct of Judicial Officers in public and private dealings** (1) Judicial Officers shall at all times maintain the dignity, independence, impartiality and integrity of their office, in public and in private conduct, including conduct on social media and other electronic platforms. (2) Judicial Officers shall comply with the conduct rules applicable to them — including the rules for the time being governing members of the Bihar Judicial Service and, where applicable, the Bihar Government Servants' Conduct Rules, 1976 — and with the directions of the High Court, in matters of borrowing and lending, financial dealings and investments, acceptance of gifts and hospitality, receipt of complimentary addresses,	Existing R. 251. Bihar Government Servants' Conduct Rules, 1976; Restatement of Values of Judicial Life (1997); Bangalore Principles of Judicial Conduct (2002).

	participation in public functions, public statements, and association with litigants or persons likely to litigate. (3) A Judicial Officer shall not accept any gift, hospitality, favour, loan or benefit from a litigant, lawyer, police officer, public officer or other person likely to appear before his Court, and shall, where the applicable rules so require, report any such offer. (4) A Judicial Officer shall not use his office for private benefit or to secure any advantage for himself, members of his family or any other person.	
IMPUTATION OF PREJUDICE. *Rule 252. The copy of a despatch from the Secretary of State for India to the Government of Madras is reproduced for the information and guidance of all Judges and Magistrates: the memorialist was prosecuted by the Collector and alleged that the Sessions Judge, when he came to try the case, resided at the Collector's house and was greatly prejudiced against him; the despatch suggests that Judges avoid, as far as possible, becoming the guests of those interested in cases, civil or criminal, which will eventually be submitted to the Judge's decision, so that*	**Rule 252: Avoidance of prejudice, conflict of interest and appearance of bias** (1) A Judicial Officer shall not ordinarily accept hospitality of, or reside as a guest with, any person interested in a case, civil or criminal, which is pending before him or is likely to come before him for decision. (2) A Judicial Officer shall avoid social, financial or personal association with litigants, accused persons, victims, witnesses, police officers, investigating officers, Public Prosecutors, defence counsel or other persons interested in pending or likely matters, where such association may reasonably create an apprehension of bias. (3) Where any circumstance exists which may give rise to a reasonable apprehension of bias, the Judicial Officer shall consider recusal and shall act in accordance with law and the applicable administrative procedure, placing the matter, where necessary, before the District and Sessions Judge or the High Court.	Existing R. 252 (despatch of the Secretary of State for India). Ranjit Thakur v. Union of India, (1987) 4 SCC 611; State of Punjab v. Davinder Pal Singh Bhullar, (2011) 14 SCC 770 (reasonable apprehension of bias).

all possible imputation of prejudice against the weaker party may be avoided.	(4) The object of this rule is to prevent not only actual prejudice but every reasonable imputation of prejudice, especially as against the weaker or more vulnerable party. (5) These principles apply equally to associations and interactions conducted through digital or social media.	
RULES REGARDING PLEADER'S AND MUKHTAR'S REGISTERED CLERKS. Note — [Deleted by C.S. No. 86.] *Rule 253. The expression "Registered Clerk" means a clerk who is employed by a Pleader or a Mukhtar in connection with his legal business and who is registered under these rules.* *Rule 254. A registered clerk shall, for the purpose of performing the ministerial part of the work of his employer's office, have access to any Court in which the latter is authorised to practise and to such of its ministerial officers as may in that behalf be designated by the presiding officer of such Court. Note 1 — This does not authorise a registered clerk to go inside the office of any Court (vide Government*	**Rules 253–254: Registered clerks of Advocates — definition and access** 253. "Registered clerk" means a clerk employed by an Advocate in connection with his legal professional business and registered under these Rules or under any other rules approved by the High Court for the registration of Advocates' clerks. 254. (1) A registered clerk shall, for the ministerial work of his employer's office, have access to any Court in which his employer is authorised to practise, and to such of its ministerial officers, counters and branches as may in that behalf be designated by the Presiding Officer or officer-in-charge of such Court. (2) Such access extends to filing, e-filing, copying and certified-copy work, inspection of records where permitted, process, cause-list and inquiry work and like ministerial business; it does not extend to the interior of the Court office beyond the designated counters, to judicial chambers, or to sealed or restricted records, except by express permission. (3) No person employed by an Advocate other than a registered clerk shall be allowed access to any of the Courts of the district for such work or have any dealing with the ministerial officers attached thereto.	Existing Rr. 253–254 with Notes 1–2 [C.S. No. 86]; Government of Bengal Circular No. 1259-J., dt. 13.2.1901. Advocates Act, 1961 — Ss. 29, 33, 45, 55.

of Bengal's Circular No. 1259-J., dated 13th February 1901, published in the Calcutta Gazette, 17th April 1901). Note 2 — No person employed by a Pleader or Mukhtar other than a registered clerk shall be allowed access to any of the Courts of the district or to have any dealing with the ministerial officers attached thereto.	(4) A registered clerk shall carry his identity card or digital credential and produce it on demand. (5) A registered clerk shall not sign pleadings, vakalatnamas or applications, give legal advice, solicit clients, tout, or appear or act as an Advocate before any Court.	
Rule 255. Not more than two clerks at a time shall ordinarily be registered. *Rule 256. At Sadar stations the registering authority shall be the [Chief Judicial Magistrate — subs. by C.S. No. 86] in the case of clerks of Mukhtars and the District Judge in all other cases, and at other stations such authority shall be the [Sub-divisional Judicial Magistrate] and the principal Civil Court respectively; where there is more than one Civil Court of the same grade at any such station, the power shall be exercised by the senior Judge unless the District Judge otherwise directs.* *Rule 257. (a) Application by the*	**Rules 255–258: Registration, registering authority, renewal and identity card of Advocate's registered clerk** 255. Ordinarily not more than two clerks at a time shall be registered for one Advocate; the registering authority may, for sufficient reasons recorded, permit registration of a larger number. 256. (1) The registering authority for clerks of Advocates practising before the Criminal Courts shall be — (a) at the Sadar station, the District and Sessions Judge or, where he so directs, the Chief Judicial Magistrate; and (b) at other stations, the senior-most Judicial Officer of the station or such officer as the District and Sessions Judge designates. (2) The High Court may, by general or special order, designate any other registering authority for any Court or station. (3) Registration by one competent registering authority shall be recognised by all Criminal Courts of the district, subject to station-specific access conditions. 257. (1) Every application for registration shall be made by the Advocate	Existing Rr. 255–258 [C.S. No. 86]; Forms (R) 22 and (M) 99. Advocates Act, 1961 — Ss. 29, 55.

Pleader/Mukhtar desiring to employ the clerk, signed also by the clerk. (b) On plain paper, containing: (i) certificate of fitness and bona fide employment; (ii) names of other registered clerks; (iii) declaration of no unregistered clerk and undertaking not to employ any during the year. (c) Registering authority may dispose of it at once, refer it to the Bar Association or Mukhtars' Association for opinion, or make such other inquiry as it thinks necessary. (d) If fit and proper — name entered in Register of Clerks, Form No. (R) 22; card issued in Form No. (M) 99; cards strictly non-transferable, returned at the close of each year when clerks must be re-registered. (e) Each Registering Authority to send a copy of its register and all subsequent additions and alterations to the other Registering Authority at the same station. *Rule 258. The procedure in Rule 257 applies to renewal. No lost card renewed without payment of a fee of Re. 1 credited*	desiring to employ the clerk and shall also be signed by the clerk proposed to be employed. (2) The application shall be on plain paper or in the electronic form prescribed and shall contain — (a) the name, age, address, contact details, photograph and identity proof of the clerk; (b) the name, enrolment number and office address of the Advocate; (c) the Advocate's certificate that the person is, to the best of his belief, fit to be so employed and will be employed bona fide in his own service and for the purpose of his legal business; (d) the names of other registered clerks, if any, under him; (e) a declaration that he has no unregistered clerk and an undertaking not to employ any such clerk during the year; and (f) a declaration that the clerk has not been removed or struck off any register of clerks. (3) The registering authority may — (a) dispose of the application at once where the person proposed is known to it; (b) refer it to the Bar Association concerned for opinion; or (c) make such other inquiry as it thinks necessary. (4) Where satisfied that the person proposed is fit and proper, the registering authority shall enter his name in the Register of Clerks in Form No. (R) 22 (maintained physically or electronically) and issue an identity card in Form No. (M) 99 or a digital credential of equivalent content. (5) Cards and credentials shall be strictly non-transferable and shall be returned or deactivated at the close of each year, when clerks must be re-registered. (6) Each registering authority shall, at the beginning of the year and upon every subsequent addition or alteration, communicate a copy of its register and of the change to every other registering authority at the same station. 258. (1) The procedure in Rule 257 shall apply to the renewal of	

to Government; the same fee where a Pleader or Mukhtar applies for recognition of a clerk in place of another unless he gives up the card of such other clerk.	registrations. (2) A lost card or credential shall be replaced only after such verification, and on payment of such fee creditable to Government, as the High Court may prescribe from time to time. (3) The same fee shall be levied where an Advocate applies for registration of a clerk in place of another, unless the card or credential of the outgoing clerk is surrendered or deactivated.	
Rule 259. Any Registering Authority may, in the case of a clerk registered by it, for reasons to be recorded in writing and after hearing the clerk in his defence, order his suspension or removal from the register and the cancellation of his card. Every order of removal shall be communicated to the other Registering Authorities in the district. Note — Proceedings taken against clerks under this sub-rule are administrative and not judicial proceedings. *Rule 260. No person whose name has been struck off the register shall be recommended for registration by any Pleader or Mukhtar at the same or any other station.*	**Rules 259–262: Misconduct, suspension, removal and restrictions on registered clerks** 259. (1) A registering authority may, in the case of a clerk registered by it, for reasons recorded in writing and after giving the clerk an opportunity of hearing in his defence, order his suspension or removal from the register and the cancellation or deactivation of his card or credential. (2) Grounds for such action include: misconduct; touting or unauthorised practice; impersonation; misuse of Court access; tampering with, or unauthorised copying, photographing, scanning or transmission of, records; breach of confidentiality; filing papers without authority; working for unauthorised persons; misrepresentation; and any conduct prejudicial to the administration of justice. (3) Proceedings under this rule are administrative and not judicial proceedings. (4) Every order of suspension or removal shall be communicated to the other registering authorities in the district and noted in the register. 260. No person whose name has been struck off the register shall be recommended for registration by any Advocate at the same or any other	Existing Rr. 259–262 with Note to R. 259. Ranjit Thakur v. Union of India, (1987) 4 SCC 611 (proportionality); Advocates Act, 1961 — S. 55; Patna HC e-filing Rules, 2021.

Rule 261. (a) No clerk registered as the clerk of one Pleader or Mukhtar shall work or do business on behalf of any other Pleader or Mukhtar or in any case in which his employer is not engaged. (b) No such clerk shall, except in the absence of his employer, pass or hand over to another Pleader or Mukhtar any paper written by him to be filed in a case unless such paper also bears his employer's signature. *Rule 262. The rules regarding registration of pleader's clerks shall also apply to the clerks of Vakils and Advocates ordinarily practising in subordinate Courts.*	station, unless the District and Sessions Judge, for reasons recorded, permits his re-registration after such period and on such conditions as he thinks fit. 261. (1) No clerk registered as the clerk of one Advocate shall work or do business on behalf of any other Advocate, or in any case in which his employer is not engaged, except with such written authority and permission as may be prescribed. (2) No such clerk shall, except in the absence of his employer, pass or hand over to another Advocate any paper written by him to be filed in a case, unless the paper also bears his employer's signature or written authority. (3) These restrictions apply equally to e-filing and to papers transmitted electronically. 262. Rules 253 to 261 shall also apply, to the extent applicable, to the clerks of all legal practitioners entitled to practise in the subordinate Criminal Courts, by whatever name the practitioner was formerly described.	
RULES REGARDING VAKALATNAMA AND MUKHTARNAMA. *Rule 263. No pleader shall be entitled to make or do any appearance, application or act in any criminal case or proceeding for any person unless he presents an appointment in writing duly signed by such person or his recognized agent or by some other agent duly authorized by power-of-*	**Rule 263: Vakalatnama, authority to appear, legal aid and memo of appearance** (1) No Advocate shall be entitled to appear, plead, act or make any application in any criminal case or proceeding on behalf of any person unless he presents an appointment in writing (vakalatnama) duly signed by such person, his recognised agent, or some other agent duly authorised by power-of-attorney to act in that behalf, or unless he is instructed by an Advocate duly authorised to act on behalf of such person. (2) The vakalatnama or memorandum of appearance shall state the	Existing R. 263 with Note (S. 2(q), CrPC). BNSS, 2023 — Ss. 18–19, 341; Legal Services Authorities Act, 1987; NALSA LADC System. BNS, 2023 — S. 72; POCSO Act, 2012 — Ss. 23, 33(7); Mahender Chawla v. Union of India, (2019) 14 SCC 615.

attorney to act in this behalf, or unless he is instructed by an attorney or pleader duly authorized to act on behalf of such persons; Provided that no such appointment in writing shall be necessary in the case of a pleader appointed by the Government or the Court to act, appear or plead on behalf of an accused or convicted person. *Note — The term “pleader” in the rule is to be understood as defined in [Section 2(q)] of the Code of Criminal Procedure.*	enrolment number, mobile number, e-mail address and postal address of the Advocate, and shall bear the welfare-fund stamp, if any, payable under the law relating to the Advocates' Welfare Fund as applicable in Bihar, in addition to any other stamp payable under law. (3) Where the person is in custody, the vakalatnama may be executed before, and attested by, the officer-in-charge of the jail or such other officer as the Court accepts, and forwarded to the Court through official channels, including electronic transmission. (4) No appointment in writing shall be necessary in the case of an Advocate appointed by the Court or the Government, or assigned by a Legal Services Authority or under the Legal Aid Defence Counsel system, to act, appear or plead on behalf of an accused, convicted or other entitled person; the order of appointment or assignment shall, however, be placed on the record. (5) A Public Prosecutor, Special Public Prosecutor or Assistant Public Prosecutor appears by virtue of his appointment under the Sanhita and need not file a vakalatnama. (6) Where an urgent appearance is necessary before a vakalatnama can be filed, the Court may permit the appearance subject to an undertaking to file the vakalatnama or authority within the time fixed; a memorandum of appearance shall be filed in the meantime where the practice of the Court so requires. (7) An e-vakalatnama, or a digitally signed or electronically authenticated authority, may be accepted where permitted by the Rules for Electronic	Comparative: Allahabad General Rules (Criminal), 1977 (vakalatnama particulars and welfare-fund stamp); Patna HC e-filing Rules, 2021.

	Filing (e-filing), 2021, or other directions of the High Court. (8) In cases involving child victims, victims of sexual offences, or vulnerable or protected witnesses, the vakalatnama and connected authority documents shall not disclose the protected identity beyond what the law permits, and coded particulars may be used as directed by the Court. Note — The term “Advocate” in this rule is to be understood as defined in the Sanhita read with the Advocates Act, 1961.	
OFFICE. *Rule 264. Each clerk will keep a duty card in the following form — [Name of clerk / Department; Nature of work: (1) Authorised registers, (2) Unauthorised registers, (3) Miscellaneous duties, (4) Remarks].* *Note — The card is to be signed by the District Judge's Sheristadar or the Office Superintendent, as the case may be, and the clerk concerned, and a duplicate of the same similarly signed is to be kept in the shape of a bound book by the ministerial head of the department to which the clerk belongs. Such ministerial head will be responsible for having all changes in the*	**Rule 264: Duty cards and allocation of ministerial work** (1) Every ministerial officer and staff member of a Criminal Court office shall have a duty card or electronic duty profile showing the nature of the work assigned to him. (2) The duty card or profile shall contain — (a) name and designation of the staff member; (b) department or section; (c) registers authorised to be handled; (d) registers not authorised to be handled; (e) miscellaneous duties; (f) digital systems and roles assigned (CIS/e-Courts, e-payment, scanning, e-process and the like); (g) responsibility, if any, for sealed or restricted records, court-fees, copying, process, warrants, record-room or malkhana/property; and (h) remarks. (3) The duty card shall be signed by the officer-in-charge, the Sheristadar or Office Superintendent, as the case may be, and the staff member concerned; an electronic duty profile shall be authenticated in such manner as the High Court may direct. (4) A duplicate physical or electronic record of the duty cards, similarly	Existing R. 264 with duty-card form and Note. Patna High Court Officers and Staff (Recruitment, Appointment, Promotion and other Conditions of Service and Conduct) Rules, 2021 (model of role-based responsibility).

nature of work of each officer under him duly entered on the cards affected. These cards shall be preserved for a period of twelve years from the date of their revision and then destroyed.	signed or authenticated, shall be maintained by the ministerial head of the department, who shall be responsible for promptly entering every change in the nature of work, transfer of charge, additional responsibility, and withdrawal of access or of a digital role. (5) Staff handling court-fees, copying, process, warrants, record-room, malkhana/property, sealed records, e-Courts/CIS, e-payment or other sensitive records shall have their duties clearly and specifically stated. (6) Duty cards and profiles shall be preserved for twelve years from the date of their last revision and then destroyed or archived, as the High Court may direct.	
New Rule.	**Rule 264-A: Handover and charge report of Court office staff** (1) Whenever a staff member holding charge of any register, record, process, cash or fee account, digital login or role, seal, property or malkhana article, copying file, warrant file, sealed cover or electronic record is transferred, relieved or assigned different work, a written or electronic handover note shall be prepared and signed or authenticated by the outgoing and the incoming staff member. (2) The handover note shall mention pending work, registers and records handed over, passwords and digital roles to be transferred or deactivated, keys, seals, sealed covers, receipts, deficiencies and urgent matters. (3) No shared password and no continued or unauthorised digital access shall be permitted after a staff member ceases to hold the relevant charge. (4) In sensitive branches — nazarat, malkhana, warrants, copying, record-	New rule. e-Committee SOPs (role-based CIS access); Bihar financial rules (nazarat/treasury handover practice).

	room and accounts — the officer-in-charge shall verify and certify completion of the handover.	
New Rule.	**Rule 264-B: Court office access and confidentiality** (1) Access to Court offices, registers, record-rooms, copying branches, process branches, warrant sections, malkhana/property sections and digital systems shall be regulated by the Presiding Officer or officer-in-charge. (2) Registered clerks, litigants, police officers, public officers and other persons shall not have access beyond what is authorised. (3) Sealed records, records of child or vulnerable witnesses, records of sexual offences, medical and mental-health records, witness-protection material, private electronic data and confidential official records shall be handled only by staff specifically authorised in that behalf. (4) Any unauthorised access to, or copying, photographing, scanning, uploading, messaging or removal of, any Court record shall be reported immediately to the Presiding Officer. (5) A breach may invite administrative or disciplinary action and, where warranted, proceedings for contempt or prosecution under the applicable law.	New rule. POCSO Act, 2012 — Ss. 23, 33(7); BNS, 2023 — S. 72; Witness Protection Scheme, 2018 / Mahender Chawla v. Union of India, (2019) 14 SCC 615; IT Act, 2000; Digital Personal Data Protection Act, 2023.
New Rule.	**Rule 264-C: Identity cards for staff and registered clerks** (1) Court staff, registered clerks and other persons authorised to work in Court offices shall carry an identity card or digital identity credential issued by the competent authority.	New rule, generalising Rr. 257–258 and 264; Pradyuman Bisht v. Union of India (court security).

	(2) The card or credential shall contain the holder's name, photograph, designation or status, issuing authority, validity period and unique number. (3) The card or credential shall be non-transferable and shall be surrendered or deactivated on expiry, suspension, removal, transfer or cessation of authority. (4) Misuse of an identity card or credential shall be treated as serious misconduct and dealt with under the applicable rules.	
New Rule.	**Rule 264-D: Use of official devices and digital systems** (1) Court records, orders, processes, registers, statements, reports, copies, sealed materials and digital evidence shall be handled only through official devices, official e-mail, approved software or systems approved by the High Court. (2) Personal devices, private e-mail, private cloud storage and unauthorised messaging applications shall not be used for storing, transmitting or copying Court records, except under an expressly authorised protocol. (3) Digital access shall be role-based and, where the system permits, logged. (4) Any technical failure, data corruption, unauthorised access or cyber-security incident shall be reported immediately to the officer-in-charge and dealt with under the applicable protocol.	New rule. BNSS, 2023 — S. 530; Bharatiya Sakshya Adhiniyam, 2023 — S. 63; e-Committee SOPs; Digital Personal Data Protection Act, 2023.
New Rule.	**Rule 264-E: Visitors, litigants and public conduct in Court offices** (1) The Presiding Officer or officer-in-charge may regulate the entry of litigants, police officers, witnesses, registered clerks, public officers and	New rule, generalising the counter principle of the Note to old R. 254 (Bengal Circular,

	visitors into Court offices. (2) No person shall obstruct ministerial work, threaten or improperly influence staff, demand unauthorised access, handle records without permission, or communicate privately with staff for an improper purpose. (3) Public-dealing counters — filing, copying, inquiry — may be designated so as to reduce unauthorised movement inside office sections. (4) Any misconduct shall be reported to the Presiding Officer for appropriate action.	1901); court-security framework.
New Rule.	**Rule 264-F: Miscellaneous compliance register** (1) Every Criminal Court may maintain a miscellaneous compliance register or electronic dashboard for matters arising under this Part. (2) The register may include process-service deficiencies, inspection findings and compliance, approvals of circular orders, registration, renewal, suspension and removal of registered clerks, issue and surrender of identity credentials, duty-card revisions, digital-role assignments, confidentiality incidents and directions of the High Court under this Part. (3) The register shall be reviewed periodically by the Presiding Officer or officer-in-charge and shall be produced at inspection.	New rule; operates with proposed R. 244-A (digital inspection).
New Rule.	**Rule 264-G: Saving of High Court directions, supremacy of later law and continuance of forms** (1) The provisions of this Part shall be subject to the Sanhita and other statutes in force, the rules and circulars of the High Court, the service and	New rule. BNSS, 2023 — S. 531(2); General Clauses Act, 1897 — S. 24; savings formula of the Bihar Electronic Means

	conduct rules applicable to Judicial Officers and staff, the Bar Council of India Rules, the e-Courts and e-filing rules, the rules governing electronic communication and video conferencing, guidelines for vulnerable witnesses, witness-protection directions and the requirements of special statutes. (2) In case of inconsistency between any practice under this Part and any later statutory provision, statutory rule, High Court rule, Bar Council rule or binding judicial direction, the later binding provision shall prevail to the extent of the inconsistency. (3) Existing forms and registers may continue in use with necessary modifications until revised forms are prescribed, and anything duly done under the corresponding former rules shall be deemed to have been done under this Part.	Rules, 2025.
Rules 265–266. The source scan ends with Rule 264 and the duty-card form; the substantive text of Rules 265–266 is not visible.	**Note on Rules 265–266 (revision deferred)** The revision of Rules 265–266, and of any provision following the duty-card form, is deferred until the complete text is available; no proposed text is offered for provisions that have not been seen. On receipt of the full text, corresponding proposed rules will be inserted at this place so that the numbering of Part VII remains continuous.	Source scan ends with R. 264 and the duty-card form; Rules 265–266 fall in Part VIII (Accounts) of the print.

PART VIII

ACCOUNTS

RULES 265 TO 329-G AND APPENDICES I–II

Existing Rule	Proposed Rule	Reference of Proposed Amendment
PART VIII — Accounts. CHAPTER I — General. Application of the Rules. *Rule 265. The following rules prescribe the procedure for the receipt and payment of money and for keeping accounts to be observed by officers exercising judicial powers and dealing with money in that capacity. They apply only to the Magistrates of districts. Note 1 — Subordinates of the Magistrate of the district stationed in the interior keep their accounts under Treasury Rules; transactions of those at headquarters are included in those of the Magistrate.* *Rule 266. (a) Definitions — (i) “District Magistrate” means the officer whose accounts are rendered to the Accountant-General, either for his own Court only or for his own and subordinate Courts; (ii) “Magistrate-in-charge” means the officer who, when two or more Courts at one station are combined for accounts, supervises the single set of accounts, each Magistrate otherwise being Magistrate-in-charge of his own accounts; (iii) “Day” closes at 2 P.M. and “next day” extends from that hour to 2 P.M. of the following calendar day; (iv) “Month” closes at district headquarters at the end of the last account day of the month; (v) “Year” begins on 1st April and closes on 31st March. (b) A District Magistrate cannot delegate his powers as regards accounts; he may place a subordinate officer in charge of accounts without in any way relieving himself of responsibility for the due accounting of all receipts and payments.*	**Rules 265–266: Application of the accounting rules, definitions and responsibility** 265. (1) The rules in this Part prescribe the procedure for the receipt, custody, accounting, remittance, repayment, refund and reporting of money received by or on behalf of Criminal Courts and by officers exercising judicial powers and dealing with money in that capacity. (2) These rules apply to money in every form — cash, Treasury or bank challan, demand draft, banker's cheque, electronic payment through an approved portal, e-Court fee, judicial deposit, fine, penalty, compensation, cost, sale proceeds, forfeiture, value of unclaimed property credited to Government, and any other money received under judicial order or in connection with a criminal proceeding. (3) These rules shall be read subject to the Court-Fees Act, 1870, the Bihar Treasury Code, 2011, the financial rules of the State Government, the directions of the Accountant-General and of the High Court, and the e-Courts/ePay and State e-receipt procedures for the time being in force. 266. (1) In this Part — (a) “officer rendering accounts” means the officer whose accounts are rendered to the Accountant-General, whether for his own Court only or for his own and subordinate Courts; on the judicial side this shall be the Chief Judicial Magistrate or such officer as the High Court directs, under the administrative control of the District and Sessions Judge; (b) “officer-in-charge of accounts” (corresponding to the former “Magistrate-in-charge”) means the officer who, where two or more Courts at one station are combined for the purposes of these rules, supervises the single set of accounts maintained for all the Courts so combined; where Courts are not so combined, each Presiding Officer is the officer-in-charge of his own accounts; (c) “day” means the account day closing at the hour fixed for the closing of Treasury, bank or electronic-module business, as prescribed under the Bihar Treasury Code or directed by the High Court; (d) “month” closes at the end of the last account day of the month; and (e) “year” means the financial year beginning on 1st April and ending on 31st March. (2) References in this Part to the “District Magistrate” or “Magistrate-in-charge” in relation to the accounts of Courts on the judicial side shall be construed as references to the corresponding judicial authority under sub-rule (1), consistently with the separation of the judiciary from the executive; in relation to Executive	Existing Rr. 265–266 with Note 1 (scan pp. 75–76). Constitution — Arts. 50, 235; separation effected by CrPC, 1973 and continued under BNSS, 2023. Bihar Treasury Code, 2011 (Finance Department, Government of Bihar). CAG (Duties, Powers and Conditions of Service) Act, 1971 — accounts rendered to the Accountant-General (A&E), Bihar. eCourtsePay portal (pay.ecourts.gov.in); e-Receipt Bihar (Bihar Receipt Collection System, GRN-based).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	Magistrates' Courts they continue to refer to the executive authority. (3) The officer rendering accounts cannot delegate his responsibility as regards accounts. He may, when necessary, place an officer subordinate to him in charge of accounts, but without in any way relieving himself of the responsibility for the due accounting of all receipts and payments; where this is done, the establishment shall do all the work in connection with the accounts and the subordinate officer shall sign the papers as if placed in charge of the current duties of the Court. (4) No accounting practice under this Part shall be used to delay release, refund, repayment, compensation or remittance where the Court has passed a valid judicial order.	
Heads of Accounts. *Rule 267. Heads of accounts in the public accounts under which money received and paid by Judicial Officers, or under their order, is classified — (a) criminal deposits including compensation, fines and costs in criminal cases not paid on the spot in open Court; (b) fines (judicial) and refunds of the same [Note: for refunds of fines see rule 288; G.L. 1-65]; (c) stamp duty and penalties realized in Court; (d) value of unclaimed property credited to Government; (e) other general fees, fines and forfeiture, i.e., general forfeitures and forfeitures of earnest money by defaulting bidders; (f) miscellaneous receipts [Notes: details of "other items" to be furnished to the Treasury Officer; service books sold direct from Treasury; Collectorate Nazir sells saleable forms per Board of Revenue form]; (g) sale-proceeds of old stores and materials [Notes: District Magistrate is also Collector; Treasury Officer to be informed of nature of items]; (h) peremptory receipts, i.e., witnesses' expenses, prisoners' diet money, boat-hire and other peremptory receipts [Notes: peremptory cash-book no longer required; such receipts entered in General Cash-Book; for payment see rule*	**Rule 267: Heads of accounts** (1) All money received and paid by Criminal Courts, or under their orders, shall be classified under the heads of account prescribed by the Government, the Treasury, the Accountant-General or other competent financial authority, and mapped to the corresponding electronic head-of-account codes. (2) Without prejudice to the notified heads, the following working heads shall be maintained for Court accounting — (a) criminal judicial deposits, including compensation, fines and costs in criminal cases not paid on the spot in open Court; (b) fines (judicial) and refunds of the same; (c) penalties; (d) compensation payable to victims, complainants, accused or other persons under order of the Court; (e) costs awarded by the Court; (f) stamp duty, court-fee deficiency, penalty or surcharge realised in Court; (g) value of unclaimed property credited to Government; (h) sale proceeds of perishable, unclaimed, forfeited or confiscated property, and of old stores and materials; (i) forfeiture of bonds, bail bonds, sureties, securities and earnest money; (j) proceeds of crime attached, forfeited or distributed under the Sanhita; (k) peremptory receipts, that is, witnesses' expenses, prisoners' diet money and other peremptory receipts; (l) electronic payments received through an approved portal, mapped to their proper heads; and (m) miscellaneous receipts, that is, other items, details of which shall invariably be furnished to the Treasury Officer. (3) The account shall at all times distinguish between — (a) Government revenue; (b) judicial deposits; (c) money held for payment to a private person; (d) money payable to a victim, complainant or accused; and (e) money pending final Court order. (4) Money received under one head shall not be adjusted against or transferred to another head without a proper order, a corresponding accounting entry and an audit trail; wrong-head credits shall be corrected only in accordance with the	Existing R. 267 with Notes (scan pp. 76–77); G.L. 1-65. BNS, 2023 — S. 8 (sentence of fine); BNSS, 2023 — S. 461 (warrant for levy of fine), S. 496 (levy on recognizance), S. 491 (forfeiture of bond), Ss. 395–396 (compensation and Victim Compensation Scheme), S. 107 (attachment, forfeiture and distribution of proceeds of crime), Ss. 497–505 (custody, disposal, unclaimed and perishable property; S. 505 monetary threshold □10,000). Indian Stamp Act, 1899 (duty and penalties realised in Court); Court-Fees Act, 1870. Bihar Treasury Code, 2011 — head-of-account classification on challans (BTC Form 4: major/sub-major/minor/sub-head codes).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
270(c)].	financial rules. (5) Peremptory receipts shall be entered in the General Cash-Book; no separate peremptory cash-book need be maintained. (6) In electronic receipts the head of account shall be captured at the time of payment.	
Rule 268. Receipts and payments under head (a) must appear in the Court's account in detail but in the Treasury account in which a personal ledger account only is maintained for this head, daily totals of receipts and payments made at the Court and individual items at the Treasury will appear. Heads (b), (c) and (g) in detail in both; heads (e) and (f) in detail in Court, daily totals in treasury books. All receipts and payments under head (h) on the responsibility of the Cashier whose security must be sufficient to cover any amount in his hands; balance in his hands included in the cash-book with balance of other moneys entrusted (e.g., permanent advance); monthly statement in Form no. (A)6-A of gross receipts and disbursements sent to the Treasury on the last working day of each month. Note — Fractions of a paisa not to be entered, received or paid. Proviso — Where money has to be paid by one person to another and both are present in Court, the money should be passed direct from one to the other under sanction of the Court, the fact being noted in the record; no officer of the Court shall receive or become responsible for the money; these transactions do not appear in the Court's account at all. Note 1 — This proviso may be used for compensation to accused or costs to complainants in non-appealable cases, or sums in excess of those paid into Court payable to witnesses; such compensation/costs, whether paid on the spot	**Rules 268–270: Responsibility, mode of receipt and payment, and accounting discipline** 268. (1) The Presiding Officer / officer-in-charge of accounts shall remain responsible for the proper accounting of all money received or paid under his authority, even where the ministerial work is performed by the Cashier, Nazir, Accountant or other staff; delegation of accounting work shall not relieve him of supervisory responsibility. (2) Receipts and payments shall appear in the Court's account in detail; in the Treasury or bank account they shall appear in detail or in daily totals for each head, according to the classification prescribed by the Treasury rules, so that every Court entry is capable of reconciliation with the corresponding Treasury, bank or portal entry. (3) All receipts and payments under the head of peremptory receipts shall be made on the responsibility of the Cashier, whose security must be sufficient to cover any amount in his hands; the balance in his hands, together with any other money entrusted to him (such as a permanent advance), shall be included in the cash-book, and a monthly statement of gross receipts and disbursements in Form No. (A) 6-A, or its electronic equivalent, shall be sent to the Treasury on the last working day of each month. (4) Fractions of a rupee shall be dealt with according to the Indian Coinage Act, 2011 and current financial instructions on rounding; no amount shall be received or paid in a denomination not in circulation. (5) Where money has to be paid by one person to another and both are present in Court, the money may, under the sanction of the Court, be passed direct from the one to the other, the fact being noted in the record of the case; no officer of the Court shall receive or become in any way responsible for the money, and the transaction shall not appear in the Court's account; compensation or costs so paid shall nevertheless be conspicuously noted (in distinctive ink or by electronic annotation) in the register of criminal fines. 269. Courts shall, as far as possible, avoid direct receipt and payment of money in their transactions with the public, and shall channel receipts through the Treasury,	Existing Rr. 268–270 with Notes and provisos (scan pp. 76–77); Appendix IV, rr. 18(b), 19, 20(a). BNSS, 2023 — S. 273 (compensation for accusation without reasonable cause; formerly S. 250 CrPC), S. 395 (order to pay compensation; formerly Ss. 545 CrPC 1898 / 357 CrPC 1973), S. 396 (Victim Compensation Scheme). Cattle Trespass Act, 1871 — Ss. 17, 22; Court-Fees Act, 1870 — S. 31. Indian Coinage Act, 2011 (rounding; withdrawal of small denominations). Bihar Treasury Code, 2011 (mode of receipt; security of cash-handling staff).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
or not, entered in red ink in the register of Criminal fines per rule 18(b) of Appendix IV. Note 2 — Compensation to complainants dealt with under rules 19 and 20(a) of Appendix IV. *Rule 269. Magistrates will as far as possible avoid direct receipt and payment of money under head (a) of rule 267. Proviso — cash must be received when any sum is tendered in payment of criminal fines including compensation under section 250 or section 545, Criminal Procedure Code, or section 22 of the Cattle Trespass Act, and costs awarded in non-cognizable cases under section 31 of the Court-Fees Act.* *Rule 270. (a) Money under heads (b) and (h) may ordinarily be received in cash in the District Magistrate's Court. (b) Repayment under any head except (h) only through the Treasury. (c) Under head (h) payments ordinarily made in cash by the Cashier on his own responsibility. (d) No refund on account of head (g).*	bank or approved electronic mode: Provided that cash must be received when any sum is tendered in payment of a criminal fine, including compensation under Section 273 or Section 395 of the Sanhita or Section 22 of the Cattle Trespass Act, 1871, or costs awarded under Section 31 of the Court-Fees Act, 1870, and the amount so received shall be accounted for the same day. 270. (1) Money under the heads of fines and peremptory receipts may ordinarily be received in cash at the Court where electronic or Treasury receipt is not practicable. (2) Repayment under any head other than peremptory receipts shall be made only through the Treasury, bank or approved electronic transfer. (3) Peremptory payments shall ordinarily be made in cash, or by approved electronic mode, by the Cashier on his own responsibility. (4) No refund shall be made on account of sale proceeds of old stores and materials. (5) No officer or member of the staff shall receive Court money privately, retain it in personal custody beyond the permitted time, or make any payment without authority.	
CHAPTER II — Receipt of Money. *Rule 271. Payment of sums under heads (a) to (g) of rule 267 cannot be accepted at the Treasury unless accompanied by a chalan in triplicate, or when made by the Nazir with the pass-book and a chalan in duplicate. Notes — no chalan necessary for paying into Court criminal fines including compensation and costs (rule 319 read with rules 6 to 9 of Appendix IV); in the District Magistrate's Court money may be paid into the Treasury without the intervention of the "Magistrate's Accountant".* *Rule 272. Any person desirous of paying money into the Treasury, or the officer who has realized the money, shall be furnished free*	**Rules 271–278: Receipt of money — challans, e-receipts, cash-book and daily balance** 271. (1) No money payable into Court or to Government under this Part shall be received except through an approved mode, namely — Treasury or bank challan under the Bihar Treasury Code, 2011; electronic challan or e-receipt bearing a Government Reference Number (GRN) through the State e-receipt system; the eCourtsePay portal or other portal approved by the High Court; demand draft or banker's cheque; electronic transfer; or cash where these rules permit. (2) Sums under heads (a) to (g) of Rule 267 shall not be accepted at the Treasury unless accompanied by a challan in the prescribed number of copies under the Treasury rules, or by an electronic challan; no challan is necessary for paying into Court criminal fines, including compensation and costs, received under the proviso to Rule 269. 272. Any person desirous of paying money into the Treasury, or the officer who has realized the money, shall be furnished free of cost with the prescribed challan forms (BTC Form 4 or the form for the time being prescribed), or given access to	Existing Rr. 271–278 (scan pp. 78–79); C.S. No. 2 (R. 276); Forms — A.G., Bihar Form 186 of Sch. LIII; Forms 46 and 511 of Sch. XIV, Board of Revenue. Bihar Treasury Code, 2011 — challans generally in triplicate; printed bilingual challan forms supplied free by the Treasury Officer, including for Civil and Criminal Courts; BTC Form 4 (head-of-account codes); acknowledgment thresholds. e-Receipt Bihar / Bihar Receipt Collection System (GRN-based electronic challan); eCourtsePay

Existing Rule	Proposed Rule	Reference of Proposed Amendment
of cost with three forms of chalan (Accountant-General, Bihar Form no. 186 of Schedule LIII) in each of which he must enter in English the particulars required. Note — in deposit chalans the nature of the deposit, case number, and names of payer/payee must be fully entered. *Rule 273. Peremptory receipts under head (h) tendered to the Cashier direct without intervention of the Accountant; no chalan required.* *Rule 274. The Cashier on receiving money shall accept it and enter the amount as a receipt in the cash-book (Form no. 46 of Schedule XIV, Board of Revenue Forms).* *Rule 275. On presentation of the chalan (in triplicate) at the Treasury and payment, the payer receives one chalan signed by the Treasury Officer if the amount is Rs. 500 or more, by the Accountant and Treasurer if less; of the two retained copies one is forwarded to the Magistrate-in-charge with the Advice Lists (rule 295).* *Rule 276 [subs. by C.S. No. 2]. When money is tendered under rule 273, the Cashier shall enter the amount in a bound book of receipts numbered in serial order (Form No. 511, Schedule XIV, Board of Revenue Forms); entries in duplicate by carbon; original torn off, signed and given to the payer as his voucher; carbon retained.* *Rule 277. The Cashier's General Cash-Book maintained in Form no. 46, Schedule XIV, exhibiting in detail all receipts, repayments and remittances to the Treasury.* *Rule 278. The Cashier shall strike a balance in words and figures in his General Cash-Book, also entering moneys held on other accounts*	the electronic challan module; every challan, physical or electronic, shall fully state the head of account and code, the nature of the payment, the case number and CNR number, the name of the person on whose behalf the money is paid and, where known, the person to whom it is to be paid over. 273. Peremptory receipts shall be tendered to the Cashier direct without the intervention of the Accountant; no challan is required for such payments. 274. The Cashier shall, on receiving money, enter the amount as a receipt in the cash-book (physical in the prescribed form, or electronic), the same day. 275. On payment at the Treasury or bank, the payer shall receive an acknowledged copy of the challan signed or system-authenticated in the manner prescribed by the Treasury rules; one retained copy or electronic advice shall be forwarded to the officer-in-charge of accounts with the Advice Lists referred to in Rule 295; an e-receipt bearing a GRN shall be an equivalent acknowledgment. 276. When money is tendered under Rule 273, the Cashier shall enter the amount in a bound book of receipts numbered in serial order, in duplicate by carbon, giving the signed original to the payer as his voucher and retaining the carbon in the bound volume; an electronic receipt module with serial numbering, payer copy and non-editable retained record may be used in place of the bound book. 277. The Cashier's General Cash-Book shall be maintained in the prescribed form, physical or electronic, and shall exhibit in detail all receipts, repayments and remittances to the Treasury or bank. 278. (1) The Cashier shall strike a daily balance, in words and figures, in the General Cash-Book, and shall also enter a note of moneys held by him on any other account (such as permanent advance), so that the officer-in-charge has in a single view a statement of all money in the Cashier's possession — general balance, permanent advance balance, other amounts (explained), and total. (2) Electronic receipts credited after Court hours shall be brought to account on the next account day. (3) No receipt shall be antedated or postdated.	portal (court fee, judicial deposits, fines, penalties). Bharatiya Sakshya Adhiniyam, 2023 — S. 63 (certification of electronic records) — non-editable electronic receipt records.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
(e.g., contingent expenditure), so that the District Magistrate has in a single view a statement of all money in the Cashier's possession — general balance, permanent advance balance, other amounts explained, total.		
CHAPTER III — Payment of Money. Application for Payment. *Rule 279. Persons desiring to draw money deposited in Court shall submit to the chief ministerial officer of the Court under whose order the money was tendered an application in Form no. (A) 2, Criminal (one copy supplied free), entering all particulars necessary for identification of the credit; multiple deposits in the same case to be distinctly stated; separate applications for different cases. [G.L. 1/65.] Notes — (1) if the party entitled does not appear in person, the applicant must satisfy the Court that he is duly authorised by an instrument in writing; (2) the applicant must comply strictly with the terms of the order under which the money is claimed; (3) where impounded cattle are sold, refund of sale-proceeds applied for within three months from sale (Act I of 1871, s. 17) is made in Form (A)2; unclaimed deposits withdrawn and paid by transfer to the credit of the Local Fund with advice to the Local Body; District Magistrates to certify along with monthly deposit registers that such unclaimed deposits have been paid to the Local Fund.* *Rule 280. (a) The chief ministerial officer shall compare the application with the record and carefully test the validity of the claim; if the payee's name is correct and there is no objection (attachment or otherwise), he signs*	**Rules 279–282: Application for payment and audit of the claim** 279. (1) A person claiming money deposited in Court and payable to him shall submit, to the chief ministerial officer of the Court under whose order the money was tendered, an application in Form No. (A) 2, Criminal, or in the corresponding electronic form; one copy of the form shall be supplied free of charge. (2) The application shall state all particulars necessary for identification of the credit — case number and CNR number, name and address of the claimant, amount claimed, head of account, date and mode of the deposit, receipt, challan or transaction reference, the order under which payment is claimed, and, where electronic payment is sought, the claimant's verified bank account details; where more than one deposit in the same case is claimed by one application, the number or date and amount of each deposit shall be distinctly stated, and separate applications shall be made for different cases. (3) If the party entitled does not appear in person, the applicant must satisfy the Court that he is duly authorised, by an instrument in writing, to draw the money for the person entitled; and the applicant must comply strictly with the terms of the order under which the money is claimed. (4) Where impounded cattle are sold, refund of the sale proceeds applied for within three months of the sale under Section 17 of the Cattle Trespass Act, 1871 shall be made on such application; deposits unclaimed within three months shall be withdrawn and paid by transfer to the credit of the Local Fund concerned, with simultaneous advice to the Local Body, and a certificate of such payment shall accompany the monthly deposit returns. 280. (1) The chief ministerial officer shall compare the application with the record of the case and carefully test the validity of the claim; if the name of the payee is correctly given and there is no objection to payment on the ground of attachment or otherwise, he shall sign the certificate at the foot of Part I of the application. (2) The application shall then be laid before the Presiding Officer along with the record; the Presiding Officer, after such enquiry as may be necessary about the identity of the claimant, shall sign the certificate in open Court and hand the certified application to the claimant or his Advocate for presentation to the	Existing Rr. 279–282 with Notes and Modified Note (scan pp. 79–81); G.L. 1/65; Form (A) 2, Criminal. Cattle Trespass Act, 1871 — S. 17. BNSS, 2023 — Ss. 395–397 (compensation to victims); Legal Services Authorities Act, 1987. Digital Personal Data Protection Act, 2023 (protection of bank and identity particulars). Patna HC Rules for Electronic Filing (e-filing), 2021 (electronic applications).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
the certificate at the foot of Part I; the application is laid before the Presiding Officer with the record; the Presiding Officer, after any necessary enquiry about identity, signs the certificate in Part I in open Court and hands the certified application to the claimant or his pleader; a note of issue of the payment order is made in red ink in the order-sheet and initialled; endorsement on the back signed by the Presiding Officer (certification of identification). (b) The Accountant shall compare the application with the Register of Deposit Receipts, satisfy himself the amount has been received and is still unpaid, that the claimant corresponds with the payee entered, and that no attachment order is in force; where the deposit has been transferred to the Clearance Register (rules 309–310), that register is deemed the Register of Deposit Receipts. Modified Note — the chief ministerial officer notes in the order-sheet that the application for payment order has been passed, signed by him and the presiding officer. *Rule 281. Where the record has been despatched to the record room of the District Magistrate, the Presiding Officer forwards the application to the District Magistrate, whose Record-keeper certifies, under counter-signature of the Magisterial Officer-in-charge of the record-room, that a specified sum is due; on receipt of the certificate the chief ministerial officer, if no objection, signs the certificate and lays it before the Presiding Officer who deals with it under rule 280. Note — the Record-keeper enters a note in the order-sheet that a payment-order application has been counter-signed, signed by him and the officer-in-charge; similar endorsement on*	Accountant; a note of the issue of the payment order shall at the same time be made conspicuously in the order-sheet (in distinctive ink or by electronic annotation) and initialled, and an endorsement recording the identification shall be signed by the Presiding Officer on the application. (3) The Accountant shall compare the application with the Register of Deposit Receipts and satisfy himself that the amount has been received and is still unpaid, that the claimant corresponds with the payee entered in the register, and that no order of attachment or stay is in force; where the deposit stands transferred to the Clearance Register (Rules 309–310), that register shall be deemed the Register of Deposit Receipts for this purpose and for Rules 283 to 286. (4) The chief ministerial officer shall note in the order-sheet that the application for payment order has been passed, so that a second claim may be checked; the note shall be signed by him and by the Presiding Officer. 281. Where the record has been despatched to the district record-room, the Presiding Officer shall forward the application to the authority in charge of the record-room; the Record-keeper shall certify, under counter-signature of the officer-in-charge of the record-room, that a specified sum is due to the applicant, and shall enter in the order-sheet of the record a note that a payment-order application has been counter-signed, so that a second claim may not be passed; on receipt of the certificate, the chief ministerial officer of the Court shall proceed as in Rule 280. 282. If the application is found incorrect or defective, the Accountant shall note the error or defect and return it to the applicant for correction, or for reference by the applicant to the Court; in electronic processing the defect shall be recorded and communicated through the system. 282-A. In matters of compensation or payment to a victim, child, vulnerable witness or legal-aid beneficiary, the Court may direct payment by secure bank transfer, and the bank particulars and identity documents filed for the purpose shall be kept in a restricted-access account file.	

Existing Rule	Proposed Rule	Reference of Proposed Amendment
the back of the application. *Rule 282. If the application is found incorrect or defective the Accountant shall note the error or defect and return it to the applicant for correction, or for reference by the applicant to the Court.*		
PAYMENT ORDER AND REGISTRY. *Rule 283. If the application is correct and the deposit has not lapsed, the Accountant shall fill up the second part of the application form, post the transaction in the Register of Payment Orders [Form No. (A) 9] numbered with its proper index number, and make the requisite entry in the Register of Deposit Receipts; the application, with both registers, shall be laid before the Magistrate-in-charge.* *APPROVAL BY MAGISTRATE-IN-CHARGE. Rule 284. Before passing the application, the Magistrate-in-charge must satisfy himself that rule 280 has been complied with, and further satisfy himself by personal inspection of his Register of Deposits that the balance of credit is sufficient to meet the repayment and that no attachment has been noted; if satisfied, he may sign the order for payment from the local Treasury as prescribed in rule 270 and shall attest with his initials the note of the order of repayment in the Register of Deposit Receipts and initial the entries in the Register of Payment Orders; the Payment Order is then made over to the applicant for presentation to the Treasury Officer.* *Rule 285. When the money is in deposit in another Court (e.g., combined Courts), the Court to which the application is made shall merely receive and forward it to the Court of the Magistrate-in-charge with a certificate, after examination of the record, per rule 280,*	**Rules 283–285: Payment order, approval and inter-Court payment** 283. If the application is found correct and the deposit has not lapsed, the Accountant shall fill up the second part of the application form, post the transaction in the Register of Payment Orders [Form No. (A) 9, physical or electronic], numbered with its proper index number, make the requisite entry in the Register of Deposit Receipts, and lay the application, with both registers or their electronic views, before the officer-in-charge of accounts. 284. (1) Before passing the application for payment, the officer-in-charge shall satisfy himself, in the first instance, that the requirements of Rule 280 have been complied with; he shall further satisfy himself, by personal inspection of the Register of Deposits (or verified inspection of the electronic register), that the balance at credit of the particular deposit is sufficient to meet the repayment and that no order of attachment or stay has been noted. (2) If the result of his scrutiny is satisfactory, he may sign the order for payment from the Treasury, bank or approved electronic mode as provided in Rule 270, shall attest with his initials or electronic authentication the note of the order of repayment in the Register of Deposit Receipts, and shall initial or authenticate the entries in the Register of Payment Orders; the payment order shall then be made over or electronically transmitted for payment. (3) The payment order shall state the case and CNR numbers, the claimant, the amount, the head of account, the original deposit reference and the mode of payment. 285. (1) When the money sought to be drawn is in deposit not in the Court to which the application is made but in another Court — as where two or more Courts at one station are combined for the purposes of accounts — the duty of the Court to which the application is made shall be merely to receive the application and forward it to the Court of the officer-in-charge, with a certificate, made after examination of the record as provided in Rule 280, that the applicant is the proper party to receive payment of the amount claimed; where the amount has been transferred from the credit of the original payee to that of the claimant, this fact shall be stated. (2) The certificate shall be compared with the Deposit Register in the office of the officer-in-charge; if the sum is shown in deposit and there is no bar to payment, the payment order may be issued by the officer-in-charge, and the fact of its issue shall	Existing Rr. 283–285 with Note (scan p. 81); Forms (A) 2 and (A) 9; A.G.'s No. 311-T-B, dt. 5.9.1881 read with No. 42-T.M., dt. 28.4.1882. Bihar Treasury Code, 2011 (mode of payment; payment through bank). Digital Personal Data Protection Act, 2023.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
that the applicant is the proper party; any transfer of the amount from the original payee's credit must be stated; the certificate is compared with the Deposit Register in the office of the Magistrate-in-charge; if in deposit and no bar, the payment order may be issued by the Magistrate-in-charge and the fact of issue communicated to the certifying Court to enter satisfaction on the record. Note — the certificate is given on the tripartite Form (A) 2 at the foot of Part I; in recording payments in the Register of Repayments, particulars of the Court under whose orders payments were made may be entered (A.G.'s no. 311-T-B, dt. 5.9.1881, read with no. 42-T.M., dt. 28.4.1882).	be communicated to the Court upon whose certificate the application was passed, to enable it to enter satisfaction for the amount upon the record of the case. (3) Bank particulars and identity documents filed for electronic payment shall be kept in a restricted-access account file.	
LAPSE OF ORDER. *Rule 286. (a) An order for payment from the local Treasury is valid for ten days only, and may not be cashed after the expiry of ten clear days subsequent to the date thereof. An order not paid within ten days may be presented to the Court which issued it, and such Court may re-enface thereupon a new payment order, valid for ten clear days immediately after the date thereof. When the last day of any such period is a day on which the Treasury is closed, the order may be cashed on the day on which the Treasury re-opens. (b) When such order is for a sum exceeding Rs. 100 it should be included in a "Daily Advice List" in Form no. (A) 5, Criminal, to be issued by the Court making the order to the local Treasury where the cheque is to be paid. (c) When the Treasury accounts are closed on the 31st day of March in each year every order for payment issued on or before that date shall lapse absolutely; and Treasury Officers are forbidden to cash after the 31st March orders*	**Rules 286–287: Lapse and renewal of payment orders; payment of lapsed deposits** 286. (1) An order for payment from the Treasury is valid for ten clear days from its date and shall not be cashed thereafter. An order not paid within that period may be presented to the Court which issued it, and such Court may re-enface thereupon a new payment order, which shall remain valid for ten clear days immediately after its date; where the last day of any such period is a day on which the Treasury or bank is closed, the order may be cashed on the day on which it re-opens. (2) Every payment order for a sum exceeding such amount as the High Court may from time to time prescribe shall be included in a Daily Advice List in Form No. (A) 5, Criminal, or its electronic equivalent, issued by the Court making the order to the Treasury or bank at which payment is to be made. (3) Where payment is made by electronic transfer through an approved mode, the validity of the authorisation, the mode of its revalidation and the manner of its cancellation shall be governed by the Treasury rules and the directions of the High Court; sub-rules (1) and (2) apply to physical payment orders. (4) When the Treasury accounts are closed on the 31st day of March in each year, every order for payment issued on or before that date shall lapse absolutely, and Treasury Officers shall not cash after the 31st March any order issued on or before that date. An order which has lapsed under this sub-rule cannot be renewed, but a fresh order may be obtained upon delivering up the old order and making a fresh	Existing Rr. 286–287 with Note (scan pp. 82–83); Forms (A) 2, (A) 3 and (A) 5, Criminal. Bihar Treasury Code, 2011 (validity, revalidation and lapse of payment orders; closing of Treasury accounts on 31st March). Constitution — Art. 300A (no deprivation of property save by authority of law). Bharatiya Sakshya Adhiniyam, 2023 — S. 63 (electronic records).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
issued on or before that date. An order which has lapsed under this clause cannot be renewed but a new order may be obtained upon delivering up the old order and making a fresh application under rule 279. Note — Magistrates should warn persons who apply for orders at the end of March of the effect of this rule, and tell them to wait till April 1st unless they mean to cash immediately. (d) Immediately after the 31st day of March the Magistrate-in-charge shall ascertain what payment orders issued on or before that date are still uncashed, and shall mark them off under his initial in the Registers (1) of payment order and (2) of deposit receipts, as "cancelled" under rule 286(c). *Rule 287. (1) When an application is made to draw money at credit under a deposit which has lapsed under rule 314 but the payment of which is otherwise unobjectionable, the application shall be made in Form No. (A) 2 and the procedure prescribed in rule 280 shall be followed; after which the Accountant shall prepare a special form of application in Form no. A (3), Criminal which, when passed by the Magistrate-in-charge after the examination prescribed by rule 284, shall be dealt with under rule 317. (2) At the time of passing the application in Form No. (A) 3 the Magistrate-in-charge shall have an endorsement written on the back of the application in Form No. (A) 2 to the following effect — "Certified that an application to the Accountant-General in form No. (A) 3 has been prepared and passed by me on (date). (Signed) X.Y., Magistrate-in-charge."*	application under Rule 279. (5) The Court shall inform a person applying for a payment order at the close of March of the effect of sub-rule (4) and that, unless he intends to cash the order immediately, he should apply on or after the 1st April. (6) Immediately after the 31st day of March in each year, the officer-in-charge of accounts shall ascertain what payment orders issued on or before that date remain uncashed and shall mark them off, under his initials or electronic authentication, as "cancelled" in the Register of Payment Orders and the Register of Deposit Receipts. (7) The lapse of a payment order under this rule extinguishes the order only, and not the right of the person entitled to apply afresh for payment of money which is otherwise due to him. 287. (1) Where an application is made to draw money at credit under a deposit which has lapsed under Rule 314, but the payment of which is otherwise unobjectionable, the application shall be made in Form No. (A) 2, or its electronic equivalent, and the procedure prescribed in Rule 280 shall be followed; the Accountant shall thereafter prepare a special application in Form No. (A) 3, Criminal, which, when passed by the officer-in-charge after the examination prescribed by Rule 284, shall be dealt with under Rule 317. (2) At the time of passing the application in Form No. (A) 3, the officer-in-charge shall cause an endorsement to be written on the back of the application in Form No. (A) 2 certifying that an application to the Accountant-General in Form No. (A) 3 has been prepared and passed by him on the date stated, and shall sign the endorsement. (3) A claim shall not be refused merely because the deposit has lapsed to Government; the procedure in this rule and Rule 317 shall be followed so that the money reaches the person entitled.	
LAPSED DEPOSITS. REFUNDS UNDER HEADS (B) TO (G) OF RULE 267.	**Rules 288–290: Refund of fines and miscellaneous receipts; refunds of small amounts; tracing payments to receipts**	Existing Rr. 288–290 with Note (scan pp. 82–84); Forms (A) 4 and (A) 9; Government of India

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Rule 288. (a) When an application is made for the refund of a fine or a miscellaneous receipt [heads (b) and (d) to (f) of rule 267] the payment order shall be prepared by the Accountant in Form no. (A) 4 after checking the application by a reference to the fine Register or Miscellaneous Receipt Register (rule 320) and the Magistrate-in-charge at the time of passing the refund order shall note the repayment against the entry of the receipt in such register. The payment order shall also be noted in the Register of Payment Order [Form no. (A) 9] and initialled by the Magistrate-in-charge. (b) When an Appellate Court orders a fine to be refunded, it shall be the duty of the Court which imposed the fine, immediately on receipt of the Appellate Court's order for the refund, to prepare a payment order on the Treasury, if the fine has been levied, attaching a copy of the Appellate Court's order thereto, and to deliver it to the payee, whether he applies for it or not, with instructions to duly receipt the bill and present it for payment at the Treasury. In such cases no written application shall be required from the payee; and should such an application be made, it shall be exempted from stamp-duty by virtue of the notification of the Government of India, no. 3389-S.R., dated the 6th August, 1896. (c) The same procedure shall also be followed in respect of cases dealt with on revision. (d) In cases in which a sentence of fine passed by a Magistrate is confirmed by a Court of Sessions, but set aside by the High Court on revision, it shall be the duty of the Sessions Judge to whom the order of the High Court is certified immediately to appraise the Magistrate concerned of the order of the High Court by sending him a certified copy of such	288. (1) When an application is made for the refund of a fine, penalty or miscellaneous receipt, the payment order shall be prepared by the Accountant in Form No. (A) 4, or its electronic equivalent, after checking the application against the Fine Register or the Register of Miscellaneous Receipts maintained under Rule 320; the officer-in-charge shall, at the time of passing the refund order, note the repayment against the entry of the receipt in that register, and the payment order shall also be noted in the Register of Payment Orders and initialled or electronically authenticated by him. (2) Where an Appellate or Revisional Court, or the High Court, sets aside or reduces a fine which has been realised, the Court which imposed the fine shall, immediately on receipt of the order, and without waiting for any application by the person entitled, prepare a payment order for the refund with a copy of the order annexed, and communicate it to the person entitled with instructions to receipt and present it for payment; no written application shall be required from the payee, and any application which is made shall not be chargeable with stamp duty. (3) Where a sentence of fine passed by a Magistrate is confirmed by the Court of Session but set aside or modified by the High Court, the Sessions Judge to whom the order of the High Court is certified shall immediately apprise the Magistrate concerned by sending a certified copy of the order, so that refund may be made without delay. (4) Every Court which sets aside or reduces a fine, forfeiture or penalty which has been realised shall record a specific direction as to refund, and the Court which realised the money shall report compliance within the time fixed by the High Court. (5) Refund of an amount paid by electronic mode shall ordinarily be credited to the same account or instrument from which the payment was received, unless the Court directs otherwise. (6) Compensation fines shall be repaid under the procedure laid down in Rule 279. 289. (1) Where the amount of a refund of a criminal deposit, or of an amount deposited in excess, does not exceed such sum as the High Court may from time to time prescribe, the refund may be made by electronic transfer to the verified bank account of the person entitled, or by such other mode as the Treasury rules permit, without insisting on personal attendance. (2) The person entitled shall first be informed, by such mode as is practicable including electronic communication, that the refund is available and may be received at the Treasury or bank, or credited to his account. (3) No fee, charge or commission for the remittance of a refund shall be deducted from the amount refundable, and the cost of remittance shall be borne by	Notification No. 3389-S.R., dt. 6.8.1896. BNSS, 2023 — S. 476 (refund of fine on appeal or revision); Ss. 413–442 (appeals), Ss. 438–442 (reference and revision). Constitution — Art. 300A. Bihar Treasury Code, 2011 (refunds; cost of remittance). e-Receipt Bihar (GRN-linked refund to source account); eCourtsePay portal.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
order. Note — Compensation fines are repaid under the procedure laid down in rule 279 of this part. *REFUNDS OF CRIMINAL DEPOSIT WHEN THE AMOUNT DOES NOT EXCEED Rs. 100.* *Rule 289. Notwithstanding anything contained in the rules in this Chapter, refunds of criminal deposits or amounts deposited in excess where the amount involved does not exceed Rs. 100 may be paid by postal money-order subject to the following rules — (1) On receipt of a refund order, the Treasury Officer may, at his discretion, issue a notice (a) inviting the person to receive payment at the Treasury; and (b) intimating that on failure to comply within one month (or such longer period as may appear necessary) the amount of the refund will be remitted to the payee by postal money-order at his expense. (2) When the payee appears in person at the Treasury, the Treasury Officer should see that no avoidable delay occurs in getting the voucher signed by the payee. (3) When a money-order is issued, the purpose of the remittance should be stated briefly by the Treasury Officer on the acknowledgment portion of the money-order form. (4) On receipt of the money-order acknowledgment duly signed by the payee, it should be attached to the usual receipt in form 13 or 31, in which the full amount of the refund and the deduction made on account of the money-order fee should be shown clearly.* *Rule 290. In so far as it concerns the accounts system, it is invariably necessary to trace each item of payment under the Court's orders back to its corresponding item of receipt; in other words, to connect each item of a Court's debit in the Treasury with the corresponding item of credit, however far in*	Government. (4) Where electronic transfer is not possible, the refund may be remitted by postal money order or other available mode, and the acknowledgment shall be attached to the voucher. 290. (1) It is invariably necessary, for the purposes of the accounts system, to trace each item of payment made under the Court's orders back to its corresponding item of receipt, and to connect each item of a Court's debit in the Treasury with the corresponding item of credit, however far in time the two may be separated. (2) The Court shall accordingly furnish itself and the Treasury with the particulars necessary for this purpose, and every receipt, deposit, payment order, refund and remittance shall carry the case number, CNR number, head of account and original credit reference, so that the audit trail from receipt to payment is complete in both physical and electronic records.	

Existing Rule	Proposed Rule	Reference of Proposed Amendment
time the two may be separated from each other. Accordingly the Court must take care to furnish itself and the Treasury with the necessary particulars for this purpose.		
CHAPTER IV — Account-keeping and Remittance to Treasury. Courts Near Treasuries. *Rule 291. The Nazir shall, after the close of business each day, make the proper entries in the Treasury Pass Book [Form no. (A) 10] showing in detail the sums received from the public in cash.* *Rule 292. Every chalan for money received under heads (a) to (g) shall be shown in detail in the pass-book, and the head of account shall be noted against each, so as to enable the Treasury Officer to bring the transactions in detail upon his books and classify them correctly. Note — It is necessary to show in the pass-book the totals only of each chalan. Each chalan may contain any number of items provided they belong to the same head of account.* *DAILY REMITTANCE. Rule 293. The balances of the Cashier's account in respect of diet money and other peremptory receipts should be observed every day by the Magistrate-in-charge in passing the General Cash-Book. To prevent excessive accumulations under this head, the Magistrate-in-charge shall fix the amount which the balance in the hands of the Cashier shall not be permitted to exceed. He shall for this purpose regularly transfer to deposit such amount as will keep down the balance within the limit prescribed. Should the money be subsequently required it shall be withdrawn from deposit in the manner described before and credited in the General*	**Rules 291–294: Account-keeping, cash limits and daily remittance to Treasury** 291. The Nazir shall, after the close of business each day, make the proper entries in the Treasury Pass Book [Form No. (A) 10], or its electronic equivalent, showing in detail the sums received from the public in cash; where money is received by electronic mode, the system record and the daily reconciliation statement shall serve the purpose of the pass-book entry. 292. Every challan for money received shall be shown in the pass-book with the head of account noted against it, so as to enable the Treasury Officer to bring the transactions upon his books and classify them correctly; the totals only of each challan need be shown, and a challan may contain any number of items provided they belong to the same head of account. 293. (1) The officer-in-charge of accounts shall observe every day, in passing the General Cash-Book, the balances of the Cashier's account in respect of diet money and other peremptory receipts. (2) To prevent excessive accumulation of cash, the officer-in-charge shall fix the amount beyond which the balance in the hands of the Cashier shall not be permitted to rise, and shall regularly transfer to deposit such amounts as will keep the balance within the limit fixed; where the money is subsequently required, it shall be withdrawn from deposit and credited in the General Cash-Book. (3) The limit so fixed shall be reviewed at least once a year, and shall have regard to the security furnished by the Cashier, the safe custody arrangements available and the extent of electronic payment. (4) Where such sums remain in deposit for three years, they shall be dealt with under Rule 314 relating to lapsed deposits. (5) Challans for such deposits shall be kept in a guard file, physical or electronic. 294. (1) Having initialled the accounts of the day and signed the cash-book, the officer-in-charge shall send the pass-book to the Treasury or to the branch bank, together with the net amount in cash and all the challans; the remittance shall be entered in the cash-book as a payment of the day upon which it is made. (2) The remittance shall be made before the business of the new day commences, and the Cashier shall retain, after each such remittance, only the balance of the	Existing Rr. 291–294 (scan pp. 84–85) and the marginal note “Or to a Branch bank”; Form (A) 10. Bihar Treasury Code, 2011 (remittance of departmental receipts; pass-book; safe custody of cash; branch bank arrangements). Bihar Financial Rules (custody of cash; permanent advance; security of cash-handling staff).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Cash-Book. If such sums remain in deposit for three years they must be carried to credit of Government under rule 314 relating to lapsed deposits. Note — Chalans for such deposits should be kept in a guard file. *Rule 294. (a) Having initialled the accounts of the day and signed the cash-book, the Magistrate-in-charge shall send the pass-book to the Treasury [or to a Branch bank] together with the net amount in cash and all the chalans. This remittance must be entered in the cash-book as a payment of the day upon which it is made. (b) It is important that this be done before the business of the new day commences, and the Cashier should have in hand, after each such remittance, only the balance of the peremptory cash transactions and the other balances referred to in rule 278.*	peremptory cash transactions and the other balances referred to in Rule 278. (3) No Court money shall be retained overnight beyond the limit fixed under Rule 293, or kept elsewhere than in the strong room, safe or other approved custody of the Court. (4) Where a Court is not situated near a Treasury or bank, the officer-in-charge shall obtain the directions of the High Court as to the mode, periodicity and safe conduct of remittance, and shall in the meantime prefer electronic remittance wherever available.	
TREASURY ADVICE LIST. *Rule 295. At the close of business each day, the Treasury Officer shall prepare Advice List, in Form (A) 6 of all such chalans and payment orders of the Magistrate-in-charge as have been brought upon the Treasury Accounts in the course of the day, and shall forward them to such Magistrate-in-charge together with the chalans referred to in rule 275. In these lists shall be entered in details such chalans and payment orders as have been received or paid at the Treasury or Sub-Treasury in cash. Note — If the District Magistrate's Court is close to the Treasury, so that the Magistrate's registers referred to in rule 297 can be sent daily to be compared and initialled by the Treasury Officer, this procedure may be adopted in lieu of the Daily Advice List, if found more convenient.* *Rule 296. The list prepared at the Sadar*	**Rules 295–298: Treasury Advice List and daily comparison** 295. (1) At the close of business each day, the Treasury Officer shall prepare an Advice List in Form (A) 6, or its electronic equivalent, of all challans and payment orders of the Court which have been brought upon the Treasury accounts in the course of the day, and shall forward it to the officer-in-charge together with the challans referred to in Rule 275; the list shall enter in detail such challans and payment orders as have been received or paid at the Treasury or Sub-Treasury in cash. (2) Where the Court is close to the Treasury, so that the registers referred to in Rule 297 can be sent daily to be compared and initialled by the Treasury Officer, that procedure may be adopted in lieu of the Daily Advice List if found more convenient. (3) Where the Treasury, bank or e-receipt system generates an electronic daily statement or scroll accessible to the Court, that statement shall serve as the Advice List, and reconciliation shall be effected against it. 296. The list prepared at the Sadar Treasury for the officer rendering accounts shall include, besides the money received and paid on account of his own Court, the transactions belonging to the Courts subordinate to him. 297. On receipt of the Advice List, the officer-in-charge shall cause the particulars	Existing Rr. 295–298 with Note (scan p. 85); Forms (A) 6 and (A) 9. The internal reference in existing R. 298 to "rule 36" appears to be a misprint for the deposit-register checking rule of this Part (R. 300 read with Rr. 303–304). Bihar Treasury Code, 2011 (daily accounts, advice lists, bank scrolls and departmental reconciliation). e-Receipt Bihar / CFMS (electronic daily scroll).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Treasury for the District Magistrate shall include, besides the money received and paid on account of the Magistrate's own Court, those transactions also which belong to his subordinate Courts. *COMPARISON BY MAGISTRATE. Rule 297. On receipt of this Advice List, the Magistrate-in-charge shall cause the particulars of the payment orders shown in it to be compared with the details recorded in his Register of Payment Orders [Form no. (A) 9], and shall further cause the date of actual payment as certified by the treasury officer, to be entered in the column prescribed for that purpose.* *Rule 298. These entries must be initialled by the Magistrate-in-charge when he checks the posting in the Deposit Registers, as prescribed in rule 36.*	of the payment orders shown in it to be compared with the details recorded in the Register of Payment Orders [Form No. (A) 9], and shall cause the date of actual payment, as certified by the Treasury Officer or as shown in the electronic statement, to be entered in the column prescribed for that purpose. 298. (1) These entries shall be initialled or electronically authenticated by the officer-in-charge when he checks the posting in the Deposit Registers. (2) Any difference between the Court's record and the Treasury, bank or portal statement shall be investigated and reconciled without delay, and unreconciled differences shall be reported under Rule 329-D.	
CHAPTER V — Deposit and Repayment Registers. Separation of Petty Deposits. *Rule 299. Two Registers of Deposit Receipts shall be kept in Form no. (A) 11 and two of Deposit Repayments in Form no. (A) 12. One of these shall be termed the Register of A Deposits, and there shall be entered therein all deposits originally exceeding Rs. 5. The other shall be termed the Register of B Deposits, and there shall be entered therein all deposits not originally exceeding Rs. 5. Both registers shall be kept in the same form and shall be posted in the same manner but with separate series of number distinguished by the initial letters A and B, respectively.* *POSTING. Rule 300. As soon as the Treasury Advice List is received (rule 295), the Deposit Register will be posted for the date to which it refers. The transactions shall be written up from the Advice List, Chalans and Register of*	**Rules 299–304: Deposit and repayment registers, posting, notes of claims and monthly closing** 299. (1) Registers of Deposit Receipts shall be kept in Form No. (A) 11 and Registers of Deposit Repayments in Form No. (A) 12, physically or electronically. (2) Deposits shall be classified as A Deposits and B Deposits, the monetary limit separating them being such sum as the High Court may from time to time prescribe; both registers shall be kept in the same form and posted in the same manner, with separate series of numbers distinguished by the initial letters A and B respectively. (3) Until a limit is so prescribed, all deposits shall be entered as A Deposits. 300. As soon as the Treasury Advice List or the corresponding electronic statement is received, the Deposit Register shall be posted for the date to which it refers, the transactions being written up from the Advice List, the challans and the Register of Payment Orders; the date of granting the payment order shall be entered in the repayment columns of the Register of Deposit Receipts, and the date of actual payment in the appropriate column of the Register of Deposit Repayments. 301. All items of deposit shall be numbered in an annual consecutive series commencing on the 1st April and ending on the last day of March in each official year; only the columns relating to the receipt shall be filled in at first, the	Existing Rr. 299–304 with Notes (scan pp. 85–86); Forms (A) 11 and (A) 12. Indian Coinage Act, 2011 (denominations in circulation). BNSS, 2023 — Ss. 395–396 (compensation to victims). Bihar Treasury Code, 2011 (monthly closing; correspondence of Court and Treasury returns; plus and minus memorandum).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Payment Orders. Note — the date of granting the payment order should be entered in the repayment columns in the Register of Deposit Receipts, and the date of actual payment in column 4 of the Register of Deposits Repaid. *REGISTERS OF RECEIPTS. Rule 301. All items of deposit in these registers must be numbered in an annual consecutive series of numbers commencing on 1st April and ending with the last day of March in each official year. Only the first eight columns shall be filled in at first, the other columns being intended for the record of subsequent repayments.* *NOTES OF CLAIMS, ETC. Rule 302. As it is important that the Deposit Registers in the Accounts Department should set forth in respect of each item all information necessary in order to deal at once with applications to draw money, all attachment processes and all orders as to the substitution of parties which affect money in deposit, shall be noted at the time in the Deposit Register. The Office Superintendent or some other specified subordinate under his supervision, shall be made responsible for this duty. Note — Whether the Office Superintendent's responsibility is or is not to end with the communication to the Accountant is a matter left to the discretion of each Court, but some specific order should be recorded.* *REGISTERS OF REPAYMENT. Rule 303. The Register of Deposit Repayments [Form no. (A) 12] shall be posted from the Treasury Advice List and the Payment Order Register as directed above.* *Rule 304. (a) The Registers of Deposit Receipts and Deposit Repayments in Courts at a Sadar station shall be totalled and closed on*	remaining columns being intended for the record of subsequent repayments. 302. (1) The Deposit Registers shall set forth, in respect of each item, all information necessary to deal at once with applications to draw money; every attachment process, order of stay, and order as to the substitution of parties which affects money in deposit shall be noted in the Deposit Register at the time it is received. (2) The Office Superintendent, or a specified subordinate under his supervision, shall be responsible for this duty, and a specific order shall be recorded in each Court fixing where that responsibility ends. (3) In electronic registers, such notes shall be entered as non-editable flagged entries against the deposit, and shall be displayed whenever a payment application against that deposit is processed. 303. The Register of Deposit Repayments shall be posted from the Treasury Advice List and the Register of Payment Orders as directed above. 304. (1) The Registers of Deposit Receipts and Deposit Repayments shall be totalled and closed on the last day of each month upon which the Treasury remains open, in such a way that the period and the transactions included in the Court's books and returns correspond exactly with those included in the Treasury books and returns. (2) Care shall be taken to make the final remittance to the Treasury in such time that it may be entered in the accounts of the Treasury for the month to which it belongs. (3) In each Register of Deposit Receipts a plus and minus memorandum shall be drawn up at the end of the month's entries, showing — balance of deposits from last month; received during the month as per register; total; repayments as per register; and balance of deposits at the end of the month. (4) Deposits relating to compensation payable to victims, to minors, or to persons under disability shall be distinctly marked in the register, so that they are not treated as ordinary unclaimed deposits.	

Existing Rule	Proposed Rule	Reference of Proposed Amendment
the last day of each month upon which the Sadar Treasury remains open, in such a way that the period and the transactions included in the Court's books and returns may correspond exactly with those included in the Treasury books and returns. (b) Care must be taken to make the final remittance to the Treasury in such time that it may be entered in the accounts of the Treasury for the month to which it belongs. (c) In each of the Registers of Deposit Receipts prescribed by rule 299, a plus and minus memorandum must be drawn up at the end of the month's entries in the following terms — Balance of Deposits from last month; Received during the month, as per Register; TOTAL; Repayment, as per Register; Balance of Deposits at end of month.		
CHAPTER VI — Control over Subordinate Courts. Responsibility. *Rule 305. Every Magistrate is responsible for all payments of deposits made on his certificate or under his orders. In the case of receipts and payments of petty or B Deposits, no detailed check is exercised over his proceedings, the accounts which he is required to render of these showing totals only. In the case of A Deposits, however, all sums received and not paid out during the month in which they have been received and the balance of such of these deposits as have been partly paid out, must be reported to the District Magistrate, and must be included in that officer's accounts, and in his return to the Accountant-General.*	**Rule 305: Responsibility of Presiding Officers and control over subordinate Courts** (1) Every Presiding Officer is responsible for all payments of deposits made on his certificate or under his orders. (2) In the case of receipts and payments of petty or B Deposits, no detailed check is exercised over his proceedings, the accounts rendered showing totals only. (3) In the case of A Deposits, all sums received and not paid out during the month in which they were received, and the balance of such of these deposits as have been partly paid out, shall be reported to the officer rendering accounts, and shall be included in that officer's accounts and in his return to the Accountant-General. (4) The District and Sessions Judge shall exercise general supervision over the accounts of the Criminal Courts in the district, and shall satisfy himself, at inspection, that deposits, fines, compensation and refunds are correctly accounted for and promptly disbursed. (5) The responsibility under this rule is supervisory and administrative and does not affect the judicial orders under which money is received or paid.	Existing R. 305 (scan p. 87). Constitution — Arts. 227, 235; BNSS, 2023 — S. 529 (continuous superintendence). CAG (DPC) Act, 1971 (returns to the Accountant-General).
CHAPTER VII — District Monthly Returns. Returns of Deposits Received. *Rule 306. On the 12th of each month an*	**Rules 306–308: District monthly returns of deposits received and repaid; plus and minus memorandum** 306. (1) On the 12th of each month, or on such later date as the High Court may fix	Existing Rr. 306–308 with Notes and illustrative table (scan pp. 87–89); Forms (A) 8, (A) 11 and (A) 12.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Extract Register of Deposit Receipts exceeding Rs. 5 shall be prepared by the District Magistrate in Form no. (A) 8 and forwarded to the Treasury Officer for transmission, after a comparison with his cash accounts, to the Accountant-General. This Extract Register will be a copy of the entries made during the month in his Register Form No. (A) 11 and will contain all such items of more than Rs. 5 each as were deposited in his own Court, and in Courts subordinate to him, omitting all those which were wholly repaid during the month and showing, in the case of those partially repaid during the month, the unpaid balance only. The Sadar Court entries should appear first, then after a line or break — the entries of each Subordinate Court separately headed by the name of the Subordinate Court. At the foot of this register, deposits received and repaid during the month, and deposits received for sums of Rs. 5 each and less, are to be shown in separate totals for each Court without details. This Extract Register should be despatched punctually on the 12th of the month, unless in the case of the larger districts a later date is fixed. *Returns of Deposits Repaid. Rule 307. A monthly extract from the Register of Deposit Repayments in Form No. A (12) of sums above Rs. 5 shall be forwarded in the same Form by the Magistrate to the Treasury Officer for transmission, after comparison with his lists of payments, to the Accountant-General. The District Magistrate shall include in this extract (1) the details of repayments on account of deposits of previous months, whether made in his own Court or in the Subordinate Courts, (2) a single total for each Court of the repayment of the current month's deposits, whether made at the District or*	for any district, an Extract Register of Deposit Receipts exceeding the limit prescribed under Rule 299 shall be prepared by the officer rendering accounts in Form No. (A) 8, and forwarded to the Treasury Officer for transmission, after comparison with the cash accounts, to the Accountant-General. (2) The Extract Register shall be a copy of the entries made during the month in the Register in Form No. (A) 11, and shall contain all such items as were deposited in his own Court and in the Courts subordinate to him, omitting those wholly repaid during the month and showing, for those partially repaid, the unpaid balance only. (3) The entries of the Sadar Court shall appear first, followed, after a break, by the entries of each subordinate Court separately headed by its name; at the foot of the register, deposits received and repaid during the month, and deposits below the prescribed limit, shall be shown in separate totals for each Court without details. 307. (1) A monthly extract from the Register of Deposit Repayments in Form No. (A) 12, of sums above the prescribed limit, shall be forwarded in the same Form to the Treasury Officer for transmission, after comparison with the lists of payments, to the Accountant-General. (2) The extract shall include — (a) the details of repayments on account of deposits of previous months, whether made in his own Court or in the subordinate Courts; (b) a single total for each Court of the repayment of the current month's deposits, which must agree with the total of receipts on the same account; and (c) the total for each Court of the repayments on account of deposits below the prescribed limit received during the year of account and the year next preceding. (3) The return shall keep the entries of each Court in a separate series. 308. (1) A plus and minus memorandum, including the figures of the subordinate Courts as well as of the Court of the officer rendering accounts, shall be appended to the Statement of Deposit Receipts prescribed in Rule 306, showing the balance of last month, the amounts of A and B Deposits received during the month (distinguishing those repaid and not repaid), the total, the amounts of A and B Deposits repaid during the month (distinguishing, for A Deposits, receipts of all previous years, of last year and of the current year), and the balance of deposits outstanding. (2) The memorandum shall bear a certificate that, on a comparison of the Treasury advices with the postings therefrom in the Registers of Payment Orders, of Deposit Receipts and of Repayments, the amounts entered as received and paid are correct; the repayments of B Deposits received in the year of account and in the year next preceding shall be shown separately. (3) The memorandum shall show as repayments the actual repayments at the	CAG (DPC) Act, 1971 (returns to the Accountant-General). Bihar Treasury Code, 2011 (monthly returns; reconciliation of departmental and Treasury figures). Comprehensive Financial Management System (CFMS), Government of Bihar (electronic returns and reconciliation).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Subordinate Courts which must agree with the total of receipts on the same account, (3) the total for each Court of the repayments on account of deposits of Rs. 5 and less received during the year of account and the year next preceding. Like the Extract Register on Receipts, this return will keep each Court's entries in separate series. [Illustrative posting table follows, columns 1–14.] *Rule 308. (a) A plus and minus memorandum in the form given below but including the figures of the Subordinate Courts, as well as those of District Magistrate's own Court, shall be appended to the Statement of Deposit Receipts, prescribed in rule 306 [form set out: balance of last month; amount of A Deposits received during the month (repaid/not repaid); amount of B Deposits received during the month (repaid/not repaid); total; amount of A Deposits repaid during the month (received in all previous years, received last year, received during the current year); amount of B Deposits repaid during the month; total]. BALANCE OF DEPOSITS OUTSTANDING — Certificate: "Certified that, on a comparison of Treasury advices with the postings therefrom in the Registers of Payment Order, of Deposit Receipts, and of Repayment, the amounts entered above as received and paid are correct." Note — The repayments of B Deposits received in the year of account and in year next preceding, should be shown separately. (b) This plus and minus memorandum is to show as repayments the actual repayments at the Treasury, and is further to show the Treasury Balance outstanding. Note — It will be found convenient to keep in a separate register a copy of this plus and minus memorandum, with further memoranda of the details from*	Treasury, and shall further show the Treasury balance outstanding. (4) A copy of the plus and minus memorandum, with memoranda of the details from which the figures have been arrived at, shall be kept in a separate register or electronic file, so that there is at no time any difficulty in reconciling the figures of the Court with those of the Treasury. (5) Where the returns under Rules 306 to 308 are generated electronically, the electronic return duly authenticated shall be sufficient compliance, and the illustrative posting table appended to the former rule shall serve as a guide to the columns to be filled.	

Existing Rule	Proposed Rule	Reference of Proposed Amendment
which the figures have been arrived at. It is important that there should be no difficulty at any time in reconciling the figures of the Court with those of the Treasury.		
CHAPTER VIII — Annual Clearance Register of Deposits. [Footnote: the words "Clearance Register" wherever they occur in these Rules were substituted for the original words "Account Particulars" by High Court.] Clearance Registers. *Rule 309. (a) At the end of each year the Registers of A Deposits received in the next preceding year shall be closed by transcribing into the last column, headed "Transferred to Clearance Register" every balance which exceeds Rs. 5. An annual Clearance Register shall then be drawn up in Form No. (A) 13 showing all these balances against their original numbers — showing in other words, all the unpaid balances of A Deposits of the preceding account year next but one. For example, the Clearance Register of April, 1903 will show all unpaid balances of A Deposits in 1901-02. (b) Of balances which do not exceed Rs. 5 a separate list shall be made out under rule 314 below.* *Rule 310. The items in this account having been carefully compared with the corresponding balances in the original Register of Deposits received, Form No. (A) 11, the last named document shall be laid aside and future repayments recorded only on the Clearance Register. Note — If against any of the items transferred to Clearance Register a repayment order has been issued and cancelled under rule 286(c) a note to that effect must be made in the Clearance Register, so that if application for repayment is again*	**Rules 309–313: Annual Clearance Register and verification of balances** 309. (1) At the end of each year, the Registers of A Deposits received in the next preceding year shall be closed by transcribing into the last column, headed "Transferred to Clearance Register", every balance which exceeds the limit prescribed under Rule 299. (2) An annual Clearance Register shall then be drawn up in Form No. (A) 13, physical or electronic, showing all such balances against their original numbers, that is to say, all the unpaid balances of A Deposits of the preceding account year next but one. (3) Of balances which do not exceed the prescribed limit, a separate list shall be made out under Rule 314. 310. (1) The items in the Clearance Register having been carefully compared with the corresponding balances in the original Register of Deposits received in Form No. (A) 11, that register shall be laid aside and future repayments recorded only on the Clearance Register. (2) Where, against any item transferred to the Clearance Register, a repayment order has been issued and cancelled under Rule 286(4), a note to that effect shall be made in the Clearance Register, so that if application for repayment is again made, an order may not be issued without recalling the original cancelled order. 311. The Clearance Register of the officer rendering accounts shall include the items of the subordinate Courts, and a copy of it shall be sent to the Accountant-General; the due date for its despatch shall be the 30th April. 312. In order to verify the balance of B Deposits, each Court shall make a list of the unpaid balances of receipts of the past twelve months and, by actual summation of these balances, find the total amount outstanding on account of the past year's deposits; each Court shall submit, along with the Clearance Register of A Deposits, a certificate that the balance of B Deposits of the past year has been found by actual summation to be the amount stated. 313. (1) The balance found under Rule 312, together with the total of the list prepared under Rule 314(2), must equal the total balance of petty deposits on the 31st March, and shall be so verified by each Court with the forward balance in the plus and minus memorandum.	Existing Rr. 309–313 with Note and footnote as to substitution of "Clearance Register" for "Account Particulars" (scan pp. 89–90); Forms (A) 11 and (A) 13. Bihar Treasury Code, 2011 (annual closing and clearance of deposits; verification of balances). Constitution — Art. 300A.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
made, an order may not be issued without recalling the original cancelled one. *RETURN BY DISTRICT MAGISTRATE. Rule 311. The Clearance Register of the District Magistrate necessarily includes the items of the Subordinate Courts, and a copy of it shall be sent to the Accountant-General. The due date for its despatch shall be the 30th April.* *VERIFICATION OF PETTY DEPOSIT BALANCE. Rule 312. In order to verify the balance of B Deposits each Court shall make a list of the unpaid balances of receipts of the past twelve months, and by actual summation of these balances, find the total amount outstanding on account of the past year's deposits. Each Court is required to submit along with the Clearance Register of A Deposits, a certificate that the balance of B Deposits of the past year has been found by actual summation to be Rs. ....* *Rule 313. The balance found under the last rule, together with the total of the list prepared under rule 314 (2), must equal the total balance of petty deposits on March 31 and must be so verified by each Court with the forward balance in the plus and minus memorandum.*	(2) Every unpaid balance carried to the Clearance Register shall, so far as the record permits, show the name of the person entitled and the case in which the deposit was made, so that the money may be traced to the person entitled before any question of lapse arises.	
CHAPTER IX — Lapse of Deposits. *Rule 314. On the 31st March of each year, the following unpaid balances of deposits lapse to Government, and are to be written off in the Clearance Registers and Registers of Receipts respectively — (1) Of A deposits, first, all balances which do not exceed Rs. 5 in respect of deposits made during the last three years including the year then closing; secondly, all balances of deposits outstanding over three complete years, that is, all balances in the*	**Rules 314–318: Lapse of deposits to Government, statements of lapse and refund of lapsed deposits** 314. (1) On the 31st March of each year the following unpaid balances of deposits lapse to Government and shall be written off in the Clearance Registers and Registers of Receipts respectively — (a) of A Deposits — first, all balances not exceeding the limit prescribed under Rule 299 in respect of deposits made during the last three years including the year then closing; and secondly, all balances of deposits outstanding over three complete years, that is, all balances in the Clearance Register prepared two years before; (b) of B Deposits — first, all deposits outstanding over one complete year; and secondly, all balances of deposits remaining after part payment during the year. Such balances shall be marked	Existing Rr. 314–318 with Example and Note (scan pp. 90–91); Forms (A) 3 and (A) 7. Constitution — Art. 300A; Bihar Treasury Code, 2011 (lapse of deposits to Government; refund of lapsed deposits on the authority of the Accountant-General). BNSS, 2023 — Ss. 395–396 (compensation to victims; Victim

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Clearance Register prepared two years before. These balances should be marked "lapsed" in the last column of the Register of Receipts or the Clearance Register, as the case may be. (2) Of B deposits, first, all deposits outstanding over one complete year; secondly, all balances of deposits which are remaining after part payment during the year. These balances are to be marked "lapsed" in the last column of the Registers of Receipts. Example — The balances which lapse on the 31st March, 1931, are — (a) all balances of A Deposits received in 1927-28; (b) all balances of A Deposits received in 1928-29, 1929-30 and 1930-31, which do not exceed Rs. 5 after repayments made during 1930-31; (c) all outstanding B Deposits received in 1929-30; (d) all balances of B Deposits received in 1930-31, which have been partly repaid in 1930-31. *Rule 315. Four statements of the balances to be written off shall be prepared in Form No. (A) 7. One for each of the four classes (a), (b), (c) and (d) specified in the example under rule 314. These statements shall be submitted along with the Clearance Register. The District Magistrate's statements must include, under the District Magistrate's numbers, the lapsed balances of A Deposits the Subordinate Courts. Note — The note under rule 310 applies to these statements of Lapsed Deposits also.* *CORRECTION OF BALANCE. Rule 316. These statements must all be submitted during April, and the totals thereof must be deducted by a separate entry from the plus and minus memorandum drawn up at the end of April, so that the plus and minus memorandum may show only the balance actually outstanding*	"lapsed" in the last column of the Register of Receipts or the Clearance Register, as the case may be. (2) Before any deposit is treated as lapsed, the Court shall, so far as the record permits, cause a notice to be issued to the person entitled, at the address available on the record, by post or electronic communication, informing him that the deposit is liable to lapse and may be claimed; a list of deposits liable to lapse shall also be displayed on the notice board of the Court and, where facilities exist, on the Court's website, for not less than thirty days before the date of lapse. (3) The following shall not be treated as lapsed without the specific order of the Court — (a) compensation awarded to a victim, complainant or accused, or payable under a Victim Compensation Scheme; (b) money payable to a minor, or to a person of unsound mind or under any other disability; (c) money the subject of a pending appeal, revision, execution or other proceeding, or of an order of attachment or stay; and (d) money in respect of which a claim is pending. (4) Lapse under this rule is an accounting adjustment crediting the money to Government; it does not extinguish the right of the person entitled to apply for payment under Rules 287 and 317. 315. (1) Statements of the balances to be written off shall be prepared in Form No. (A) 7, one for each class of lapse specified in Rule 314(1), and submitted along with the Clearance Register. (2) The statements of the officer rendering accounts shall include, under his own numbers, the lapsed balances of A Deposits of the subordinate Courts. (3) The statements shall record the steps taken under Rule 314(2) before lapse. 316. The statements shall be submitted during April, and their totals shall be deducted by a separate entry from the plus and minus memorandum drawn up at the end of April, so that the memorandum may show only the balance actually outstanding upon the registers of the Court concerned. 317. (1) In the case of payment of a deposit lapsed under Rule 314, the application prepared by the Accountant in Form No. (A) 3 under Rule 287 shall, after examination by the officer rendering accounts, be forwarded to the Accountant-General; several deposit numbers may be included in a single application if they are payable to the same person. (2) The letter of authority of the Accountant-General, when received, shall be noted against the items in the Clearance Register, or in the original register in the case of deposits not transferred to the Clearance Register, so as to prevent a second application; the letter shall then be passed for payment at the Treasury as prescribed in the form.	Compensation Scheme); Legal Services Authorities Act, 1987. Limitation Act, 1963 — S. 6 (disability); Guardians and Wards Act, 1890 (money of minors).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
upon the Registers of the Court concerned. *REFUND OF LAPSE DEPOSITS. Rule 317. In the case of payment of a deposit lapsed under rule 314 the application prepared by the Accountant in Form no. (A) 3 under rule 287 shall after examination by the District Magistrate be forwarded to the Accountant-General. Several deposit numbers may be included in a single application, if they are payable to the same person. The Accountant-General's letter of authority, when received, shall be noted against the items in the Clearance Register, or original register in case of deposits not transferred to the clearance Register, so as to prevent a second application. This letter shall then be passed for payment at the Treasury, as prescribed in the form. No other record of these refunds is necessary; and such payments are not to be shown in the plus and minus memorandum.* *Rule 318. If the letter of authority received from the Accountant-General is not claimed by the payee within twelve months from the date thereof, it shall be returned to that officer.*	(3) No other record of such refunds is necessary, and such payments shall not be shown in the plus and minus memorandum. 318. If the letter of authority received from the Accountant-General is not claimed by the payee within twelve months from its date, it shall be returned to that officer; the return of the letter shall not preclude a fresh application under Rule 317 by the person entitled.	
CHAPTER X — Supplementary Rules as to Receipts under Heads (b) to (g) of rule 267. Fines under head (b) of rule 267. *Rule 319. The procedure for Magistrate's Courts in respect of the realisation and refund of fines is prescribed by the orders of the Bengal Government, published in 1896 and produced in Appendices IV and V annexed to these rules. The rules of the Account Code, which prescribe a monthly statement to be sent by Subordinate Magistrate to the District Magistrate and by the District Magistrate to the Accountant-General are reproduced in*	**Rules 319–325: Fines, miscellaneous receipts, credits to Government and unclaimed property** 319. (1) The realisation, accounting and refund of fines shall be governed by the Sanhita, by the rules and orders of the State Government and the Accountant-General for the time being in force, and by the directions of the High Court; the Appendices annexed to this Part shall be read subject to those provisions, and the reference in the former rule to the orders of the Bengal Government published in 1896 is omitted. (2) Every Court shall maintain a Fine Register showing, in respect of each case, the fine imposed, the amount realised, the mode of realisation, the amount in default, the compensation or costs payable out of the fine, the amount refunded and the balance.	Existing Rr. 319–325 with Notes (scan pp. 91–92); Appendices IV, V and VI; Form (A) 14; Police Manual Form No. 19; A.G.'s No. 122-A, dt. 22.4.1881. BNSS, 2023 — S. 461 (warrant for levy of fine; recovery through Collector as arrears of land revenue), S. 462 (effect of default), S. 491 (procedure when bond forfeited), S. 496 (levy of amount due on recognizance), S. 107 (attachment, forfeiture and

Existing Rule	Proposed Rule	Reference of Proposed Amendment
appendix VI. Note — The monthly statement should continue to be sent in the form now in use (Accountant-General's No. 122-A, dated the 22nd April 1881). *Rule 320. Every Magistrate-in-charge shall maintain a Register of Miscellaneous Receipts in Form no. (A) 14. In this Register all receipts are to be posted which do not come under head (a) (Deposits) or head (h) (Peremptory Receipts) of rule 267. The entries shall be made and checked in the same way as the entries in the Register of Deposit Receipts of the Subordinate Courts. The amounts of petty receipts under (f) and (g) are to be shown only in a single total for each day. Note — No register of stamp duty and penalties need be kept by the District Magistrate. There is no refund of Court-fee stamps in the District Magistrate's Courts.* *CREDITS TO GOVERNMENT. Rule 321. It is the duty of every Magistrate to see that sums which are in deposit, but which under any rule or law are forfeited or become the property of Government are duly credited to Government. In every such case there shall be prepared simultaneously (1) a Payment Order addressed to the Treasury Officer and directing payment of the deposit "by transfer as per chalan no. of this date" and (2) a challan crediting it to the proper head. Such payment order shall be registered.* *Rule 322. With regard to unclaimed property it will be seen that Register no. (A) 14 deals only with receipts under this head which have remained in deposit for the prescribed period. A Register showing the property in detail must be kept in Criminal Courts in the form prescribed in the rules for Court Inspectors (vide Police Manual Form no. 19).*	(3) A monthly statement of fines shall be sent by each subordinate Court to the officer rendering accounts, and by him to the Accountant-General, in the form and by the date prescribed by the Accountant-General or the High Court. (4) Where a fine is realised by attachment and sale under a warrant, or through the Collector as arrears of land revenue, the Court shall record the fact and account for the proceeds; and where a fine is remitted, reduced or set aside, refund shall follow under Rule 288. 320. (1) Every officer-in-charge shall maintain a Register of Miscellaneous Receipts in Form No. (A) 14, in which all receipts shall be posted which do not fall under the head of deposits or of peremptory receipts. (2) The entries shall be made and checked in the same way as the entries in the Register of Deposit Receipts of the subordinate Courts; petty receipts may be shown in a single total for each day. (3) Refund of court-fee stamps and of court fees shall be governed by the Court-Fees Act, 1870 and the rules made thereunder. 321. (1) It is the duty of every Court to see that sums which are in deposit but which, under any rule or law, are forfeited or become the property of Government are duly credited to Government. (2) In every such case there shall be prepared simultaneously — (a) a payment order addressed to the Treasury Officer directing payment of the deposit by transfer as per challan of that date; and (b) a challan crediting it to the proper head; and the payment order shall be registered. (3) No sum shall be credited to Government as forfeited except under a judicial order made after such notice and opportunity as the law requires, and the order shall be referred to in the challan. 322. (1) Every Criminal Court shall maintain a register of property in its custody, showing the property in detail, the case to which it relates, the date and manner of seizure or production, its present custody and condition, and the orders passed for its custody, disposal, destruction, confiscation, sale or restoration. (2) The register shall be maintained in the form prescribed by the High Court; the register in Form No. (A) 14 deals only with receipts under the head of unclaimed property which have remained in deposit for the prescribed period, and does not dispense with the property register under this rule. (3) Property shall be dealt with in accordance with Sections 497 to 505 of the Sanhita, and the sale proceeds of property sold under the orders of the Court shall be brought to account under the appropriate head.	distribution of proceeds of crime), Ss. 497–505 (custody and disposal of property; S. 504 unclaimed property after six months; S. 505 sale of perishable or low-value property, threshold□10,000), S. 105 (audio-video recording of search and seizure). Court-Fees Act, 1870; Indian Stamp Act, 1899; Bihar Treasury Code, 2011. Bengal Government orders of 1896 — superseded.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Rule 323. Under head (e) (other general fees, fines and forfeitures) of rule 267 shall be comprised all receipts not falling within any of the other principal heads of receipt, e.g., forfeiture of earnest money, etc. *Rule 324. Receipts under the head of account, mentioned in rule 323 are at once credited at the Treasury to Government. They are not to be retained intermediately in deposit either at the Court or at the Treasury.* *MONTHLY RETURNS. Rule 325. At the close of the month every Magistrate-in-charge shall prepare a list in Form no. (a) 14 of all the miscellaneous receipts, paid by him into the Treasury. Subordinate Courts shall forward their lists in duplicate to the District Magistrate, and the District Magistrate shall add the totals of these lists at the foot of his own list, and appending one of the copies received by him from each Subordinate Court shall forward the whole to the Accountant-General for check against the Treasury accounts. Note — As regards fine in Magistrates' Courts, this is done under separate set of rules.*	(4) The register shall record the photograph, videograph or other electronic record of the property where such record is required or has been made. 323. Under the head of other general fees, fines and forfeitures shall be comprised all receipts not falling within any of the other principal heads of receipt, such as forfeiture of earnest money and forfeiture of bonds, bail bonds, sureties and securities. 324. Receipts under the head mentioned in Rule 323 shall be credited at once at the Treasury to Government, and shall not be retained intermediately in deposit either at the Court or at the Treasury. 325. (1) At the close of each month, every officer-in-charge shall prepare a list in Form No. (A) 14 of all miscellaneous receipts paid by him into the Treasury. (2) Subordinate Courts shall forward their lists in duplicate to the officer rendering accounts, who shall add the totals of these lists at the foot of his own list and, appending one copy received from each subordinate Court, forward the whole to the Accountant-General for check against the Treasury accounts. (3) Where such lists are generated electronically, the authenticated electronic return shall be sufficient compliance.	
CHAPTER XI — Miscellaneous. Accountant and Cashier. *Rule 326. In carrying out these rules care must be taken by all Judicial Officers, that, in respect of each transaction in Court, distinct officers are employed as Accountant and Cashier. In other words, the same officer shall not keep the Registers of Payment Orders, Deposit Registers, etc., and also receive the money.* *Rule 327. Every Judicial Officer shall keep his account in English; and it must be distinctly recorded by him whether the Office*	**Rules 326–329: Separation of duties, language and form of accounts, and daily examination** 326. (1) In carrying out these rules, care shall be taken that, in respect of each transaction in Court, distinct officers are employed as Accountant and as Cashier; the same officer shall not keep the Registers of Payment Orders and the Deposit Registers and also receive the money. (2) The like separation shall be maintained in electronic systems, and the roles of entry, verification, authorisation and payment shall not vest in the same person; digital credentials shall not be shared, and the roles assigned shall be recorded in the duty card maintained under Part VII. 327. (1) The accounts under this Part shall be kept in English or in Hindi, or in both, as the High Court may direct, and shall be legible, complete and current.	Existing Rr. 326–329 (scan pp. 92–93); Appendices I and II. Constitution — Arts. 210, 345, 348; Bihar Official Language Act, 1950 (Hindi as the official language of the State). Bharatiya Sakshya Adhiniyam, 2023 — S. 63 (electronic records; audit trail). Bihar Treasury Code, 2011 and Bihar Financial Rules (segregation of duties; monthly verification of

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Superintendent is or is not responsible for a general control and supervision over the Accountant. *Rule 328. Manuscript Account forms are prohibited. All accounts books should be paged before they are brought into use.* *DAILY EXAMINATION OF ACCOUNTS. Rule 329. The Accounts and Registers of which list is given in appendices I and II annexed to these rules, must be compared daily by the Magistrate-in-charge, and this rule is on no account to be neglected, as its observance is essential to the integrity of the transaction and the correctness of the books. The notes at foot of the forms indicate how the verification is to be made.*	(2) It shall be distinctly recorded by the Presiding Officer whether the Office Superintendent is or is not responsible for general control and supervision over the Accountant. 328. (1) Manuscript account forms are prohibited; all account books shall be paged before they are brought into use. (2) Electronic account records shall be maintained in the systems approved by the High Court, and shall be non-editable after authentication except through a recorded correction entry carrying the identity of the person making it, the date and the reason; every such system shall maintain an audit log. (3) Correction of an entry shall be made by a fresh entry and not by erasure, overwriting or deletion; corrections in physical registers shall be attested by the officer-in-charge. 329. (1) The accounts and registers of which a list is given in the Appendices to this Part shall be compared daily by the officer-in-charge, and this rule shall on no account be neglected, as its observance is essential to the integrity of the transactions and the correctness of the books; the notes at the foot of the forms indicate how the verification is to be made. (2) The daily comparison may be performed on the electronic registers where these are maintained, and the officer-in-charge shall record the fact of the daily check. (3) The Presiding Officer shall, at least once in each month, verify the cash balance and the balances of deposits, fines and miscellaneous receipts, and record a certificate of verification.	cash balance). e-Committee, Supreme Court of India — SOPs on role-based access.
APPENDIX I — LIST OF REGISTERS TO BE COMPARED DAILY BY MAGISTRATE IN CHARGE. For Judicial Officers — Kept by the Accountant: (1) Register of Payment order — Form no. (A) 9; (2) Register of Judicial deposits received, Part I and Part II — Form no. (A) 11 (i) and (ii); (3) Register of Judicial deposits repaid, Part I and Part II — Form no. (A) 12 (i) and (ii); (4) Register of Miscellaneous Receipts — Form no. (A) 14; (5) Clearance Register of A Deposits — Form no. (A) 13. Kept by the Cashier: (1) General Cash-book — Form no. (A) 16; (2) Counterfoils of receipts granted by Cashier for peremptory Cash Receipts — Form no. (A) 15; (3)	**Appendices I and II: Registers to be compared daily; transactions at Treasury and monthly examination** APPENDIX I — Registers to be compared daily by the officer-in-charge of accounts. Kept by the Accountant — (1) Register of Payment Orders [Form No. (A) 9]; (2) Register of Judicial Deposits received, Parts I and II [Form No. (A) 11 (i) and (ii)]; (3) Register of Judicial Deposits repaid, Parts I and II [Form No. (A) 12 (i) and (ii)]; (4) Register of Miscellaneous Receipts [Form No. (A) 14]; (5) Clearance Register of A Deposits [Form No. (A) 13]. Kept by the Cashier — (1) General Cash-Book [Form No. (A) 16]; (2) Counterfoils of receipts granted by the Cashier for peremptory cash receipts [Form No. (A) 15]; (3) Treasury Pass-Book [Form No. (A) 10]. Additionally — (4) the Fine Register; (5) the register of property in the custody of the Court maintained under Rule 322; and (6) the electronic receipt, ePay and	Existing Appendices I and II (scan p. 93); Forms (A) 9, (A) 10, (A) 11, (A) 12, (A) 13, (A) 14, (A) 15 and (A) 16. BNSS, 2023 — Ss. 497–505 (property in the custody of the Court). Bihar Treasury Code, 2011 (daily and monthly verification; bank scroll).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Treasury Pass-book — Form no. (A) 10. *APPENDIX II — TRANSACTIONS AT TREASURY. Comparison of Treasury Advice with postings therefrom in the Registers of Payment Orders, of Deposit Receipts and Miscellaneous Receipts. Comparison of Treasury Advice with Treasury Pass-Book. MAGISTRATE'S MONTHLY EXAMINATION OF ACCOUNTS — 1. The proper closing and totalling of all registers. 2. Comparison of outgoing Statements with Office Registers.*	reconciliation statements, where these are maintained. APPENDIX II — Transactions at the Treasury. (1) Comparison of the Treasury Advice with the postings therefrom in the Registers of Payment Orders, of Deposit Receipts and of Miscellaneous Receipts. (2) Comparison of the Treasury Advice with the Treasury Pass-Book. (3) Comparison of the Court's record with the electronic daily statement or scroll of the Treasury, bank or e-receipt system, where available. Monthly examination of accounts by the officer-in-charge — (1) the proper closing and totalling of all registers; (2) comparison of outgoing statements with the office registers; (3) verification of the cash balance and of the balances of deposits, fines and miscellaneous receipts; (4) reconciliation of the Court's figures with the Treasury, bank and portal figures, and a report of unreconciled differences under Rule 329-D. Note — Where any register or statement in these Appendices is maintained electronically, the electronic register shall be compared and verified in the same manner, and the fact of comparison recorded.	
New Rule.	**Rule 329-A: Electronic receipt, payment and refund of Court money** (1) Money payable to or by a Criminal Court may be received, paid or refunded through the eCourtsePay portal, the State e-receipt or Government Receipt Accounting System, the Treasury's electronic challan module, National Electronic Funds Transfer, Real Time Gross Settlement, Unified Payments Interface, or any other mode approved by the High Court, in addition to the modes provided in this Part. (2) Every electronic transaction shall capture the case number and CNR number, the head of account and code, the name of the payer or payee, the amount, the date and time, and the unique transaction, challan or Government Reference Number, and the system record shall be preserved as part of the accounts of the Court. (3) An electronic receipt or acknowledgment generated by an approved system shall be a valid acknowledgment for the purposes of this Part, and shall be accepted in place of a manual receipt or challan. (4) The electronic record shall be reconciled daily with the Court's registers, and at least monthly with the Treasury, bank and portal statements. (5) Failed, reversed, duplicate or unmatched transactions shall be entered in a suspense register, investigated and resolved within the time fixed by the High Court, and shall not be left unadjusted at the close of the month. (6) A refund of money received electronically shall ordinarily be credited to the	New rule. BNSS, 2023 — S. 530 (trial, inquiry and proceedings in electronic mode). eCourtsePay portal (pay.ecourts.gov.in) — court fees, judicial deposits, fines and penalties; e-Committee, Supreme Court of India. e-Receipt Bihar / Bihar Receipt Collection System (GRN-based e-challan); Comprehensive Financial Management System (CFMS), Government of Bihar; Bihar Treasury Code, 2011. Information Technology Act, 2000 — Ss. 4, 5, 7; Bharatiya Sakshya Adhiniyam, 2023 — S. 63; Digital Personal Data Protection Act, 2023. Payment and Settlement Systems

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	source account or instrument, and no charge for remittance shall be deducted from the amount refundable. (7) Payment by electronic mode shall not be insisted upon from a person who is unable to use it, and cash or Treasury payment shall remain available; the Court shall not refuse a deposit or payment for want of an electronic facility. (8) Bank account particulars, identity documents and other personal data furnished for electronic payment shall be treated as confidential, kept in a restricted-access account file, and used only for the purpose for which they were furnished. (9) A person shall not be required to furnish any identity document for the receipt of money beyond what the law or the applicable financial rules require.	Act, 2007.
New Rule.	**Rule 329-B: Accounting and disbursement of compensation to victims** (1) Compensation ordered to be paid under Section 395 of the Sanhita, out of a fine or otherwise, and compensation payable under a Victim Compensation Scheme framed under Section 396 of the Sanhita, shall be distinctly accounted for under the appropriate head and shall not be merged with ordinary judicial deposits. (2) The Court shall maintain a register of compensation showing, in respect of each case — the order, the amount, the person entitled, the source of the money, the date of realisation, the date and mode of disbursement, and the balance. (3) Where compensation is ordered out of a fine, the fine shall be realised and the compensation disbursed as expeditiously as the Sanhita permits; where the compensation cannot be disbursed immediately, the reasons shall be recorded and the matter reviewed periodically. (4) Compensation payable to a victim who is a child, or to a person of unsound mind or under any other disability, shall be dealt with in accordance with the directions of the Court, and may be placed in a fixed deposit or paid to a guardian or through the District Legal Services Authority, as the Court directs. (5) Compensation shall be disbursed by secure bank transfer wherever possible, and no charge for remittance shall be deducted from it. (6) Undisbursed compensation shall not be treated as a lapsed deposit except under a specific order of the Court made after notice to the person entitled and after considering the reasons for non-disbursement. (7) The particulars of a victim entitled to compensation shall be protected, and shall not be disclosed in any register, return or statement beyond what the law permits.	New rule. BNSS, 2023 — S. 395 (order to pay compensation), S. 396 (Victim Compensation Scheme), S. 397 (treatment of victims), S. 273 (compensation for accusation without reasonable cause); BNS, 2023 — S. 72 (identity of victims of certain offences). POCSO Act, 2012 — S. 33(8) and Rule 9, POCSO Rules, 2020 (compensation to child victims); Legal Services Authorities Act, 1987 — S. 357A framework, NALSA Compensation Scheme for Women Victims/Survivors of Sexual Assault (approved by the Supreme Court, 2018). Suresh v. State of Haryana, (2015) 2 SCC 227; Ankush Shivaji Gaikwad v. State of Maharashtra, (2013) 6 SCC 770 (duty to consider compensation). Digital Personal Data Protection Act, 2023.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	(8) A monthly statement of compensation ordered, realised, disbursed and outstanding shall be submitted to the District and Sessions Judge, who may issue such directions as are necessary for prompt disbursement.	
New Rule.	**Rule 329-C: Accounting of attached property and proceeds of crime** (1) Money and property attached, forfeited, confiscated or distributed under Section 107 of the Sanhita, and money realised by the sale of property under Sections 497 to 505 of the Sanhita, shall be distinctly accounted for under the appropriate head and shall not be merged with ordinary deposits. (2) The Court shall maintain a record showing, in respect of each such case — the order of attachment, forfeiture, confiscation or distribution; the property or money concerned; its custody; the sale proceeds, if any; the persons among whom distribution is directed; the date and mode of distribution; and the amount, if any, forfeited to Government. (3) Where the Court directs distribution of proceeds of crime to persons affected by the crime, the accounts shall show compliance within the time fixed by the Sanhita, and any surplus or unclaimed amount shall be credited to Government only after that time and after such notice as the Court directs. (4) The sale of perishable or low-value property, and of property whose owner is unknown or absent, shall be accounted for under Rule 322 read with Sections 504 and 505 of the Sanhita, and the sale proceeds shall be held to the credit of the person entitled until the period prescribed has expired. (5) No money or property in the custody of the Court shall be released, sold, distributed or credited to Government except under a judicial order. (6) Where the property or its seizure has been recorded by audio-video electronic means, the record shall be preserved with the accounts of the property.	New rule. BNSS, 2023 — S. 107 (attachment, forfeiture and distribution of proceeds of crime; distribution by the District Magistrate within sixty days; surplus forfeited to Government), Ss. 497–505 (custody and disposal of property; S. 504 property with no claimant, six months; S. 505 perishable or low-value property, threshold ☐10,000), S. 105 (audio-video recording of search and seizure). Prevention of Money-Laundering Act, 2002 (where applicable); NDPS Act, 1985 — Ss. 52A, 63. Sunderbhai Ambalal Desai v. State of Gujarat, (2002) 10 SCC 283; Nevada Properties (P) Ltd. v. State of Maharashtra, (2019) 20 SCC 119 (custody and disposal of seized property). Bihar Treasury Code, 2011.
New Rule.	**Rule 329-D: Reconciliation, internal check and audit of Court accounts** (1) The accounts of every Criminal Court shall be reconciled — (a) daily, with the cash-book and the registers; (b) monthly, with the Treasury, bank and portal statements; and (c) annually, at the close of the financial year. (2) A statement of unreconciled differences shall be prepared monthly and placed before the Presiding Officer, and, where a difference remains unresolved for more than three months, before the District and Sessions Judge. (3) The Presiding Officer shall verify the cash balance and the balances of deposits, fines, compensation and miscellaneous receipts at least once a month, and shall record a certificate of verification.	New rule. CAG (Duties, Powers and Conditions of Service) Act, 1971 — Ss. 13–18 (audit of Government accounts and access to records). Bihar Treasury Code, 2011 and Bihar Financial Rules (reconciliation of departmental figures with Treasury; verification of cash balance; reporting of defalcation and losses).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	(4) The accounts shall be examined at the inspection of the Court, and inspection shall include — the cash-book and daily balance; deposits pending disbursement; compensation ordered but not disbursed; fines imposed but not realised; refunds ordered but not made; lapsed deposits and the notices issued before lapse; and the suspense register of failed or unmatched electronic transactions. (5) The accounts shall remain subject to audit by the Accountant-General and to such internal audit as the High Court or the State Government may direct, and every officer and member of the staff shall render all assistance and produce all records required for audit. (6) Audit objections and inspection findings shall be replied to within the time fixed, and a register of audit objections and their compliance shall be maintained. (7) Any loss, shortage, defalcation, misappropriation, fraudulent payment or unauthorised access to the accounting system shall be reported immediately to the District and Sessions Judge and, through him, to the High Court, and shall be dealt with under the applicable rules; the report shall not await the completion of any inquiry.	BNSS, 2023 — S. 529 (continuous superintendence); Constitution — Arts. 227, 235. Proposed Part VII, R. 244-A (digital inspection and compliance monitoring).
New Rule.	**Rule 329-E: Custody of money, security of cash-handling staff and safe custody of valuables** (1) Money in the custody of a Criminal Court shall be kept in the strong room, safe or other approved custody, in the joint charge of such officers as the Presiding Officer directs, and shall not be kept in personal custody. (2) The Cashier, Nazir and every other member of the staff entrusted with the custody of money shall furnish security of such amount and in such form as the applicable rules require, and the security shall be reviewed when the limit of cash in hand is revised under Rule 293. (3) Valuables, currency and articles produced or seized in a case, and money held pending order, shall be entered in the property register maintained under Rule 322, and shall, where the Court so directs, be deposited in a bank or Treasury for safe custody. (4) The keys of the safe or strong room shall be held as directed by the Presiding Officer, a duplicate being kept in sealed cover in the manner prescribed by the financial rules; the handover of keys, seals and cash on transfer or relief shall be recorded in the handover note required under Part VII. (5) A surprise verification of the cash balance and of valuables may be made at any time by the Presiding Officer or the District and Sessions Judge, and the result recorded.	New rule. Bihar Treasury Code, 2011 and Bihar Financial Rules (custody of cash and valuables; strong room; duplicate keys; security from cash-handling staff; surprise verification). BNSS, 2023 — Ss. 497–505 (custody of property). Existing Rr. 268(3) and 293 (security of the Cashier; limit on cash in hand). Proposed Part VII, R. 264-A (handover and charge reports).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
New Rule.	**Rule 329-F: Periodical review of undisbursed and unclaimed money** (1) Every Criminal Court shall, at least once in every six months, review all money lying undisbursed in its accounts, including deposits, compensation, refunds, fines refundable, sale proceeds and money held pending order. (2) The review shall identify the person entitled, the reason for non-disbursement, and the steps required for disbursement, and the Court shall issue such notice or direction as is necessary to trace the person entitled. (3) A consolidated list of undisbursed money, with case numbers and the amounts, but without disclosing any protected identity, may be displayed on the notice board and, where facilities exist, on the Court's website. (4) A report of the review shall be submitted to the District and Sessions Judge, who shall place a consolidated district report before the High Court at such intervals as it directs. (5) No money shall be allowed to remain undisbursed merely for want of an application, where the record discloses the person entitled and the order for payment.	New rule. Constitution — Art. 300A. BNSS, 2023 — Ss. 395–396 (compensation), S. 504 (property with no claimant). Existing Rr. 309–318 (clearance registers and lapse of deposits) — this rule supplies the review which the lapse machinery presupposes. Proposed R. 314(2)–(3) (notice before lapse; excepted categories).
New Rule.	**Rule 329-G: Savings, supremacy of later law and continuance of forms** (1) The provisions of this Part are subject to the Sanhita, the Court-Fees Act, 1870, the Indian Stamp Act, 1899, the Bihar Treasury Code, 2011, the financial rules of the State Government, the directions of the Accountant-General, and the rules, circulars and directions of the High Court. (2) In case of inconsistency between anything in this Part and any later statutory provision, statutory rule, financial rule or binding judicial direction, the later binding provision shall prevail to the extent of the inconsistency. (3) Every monetary limit stated in this Part may be revised by the High Court by general or special order, and until so revised, the limits prescribed by the financial rules for the time being in force shall apply. (4) Existing forms and registers may continue in use with necessary modifications until revised forms are prescribed; where a form is maintained electronically, the electronic form shall contain the particulars of the corresponding physical form. (5) Anything duly done under the corresponding former rules shall be deemed to have been done under this Part. (6) The Appendices annexed to this Part shall be read subject to the Sanhita and the financial rules for the time being in force.	New rule. BNSS, 2023 — S. 531(2) (repeal and savings); General Clauses Act, 1897 — Ss. 8, 24 (construction of references; continuance of subordinate legislation and things done). Court-Fees Act, 1870; Indian Stamp Act, 1899; Bihar Treasury Code, 2011. Savings formula of the Use of Electronic Communication and Audio-Video Electronic Means for the District Courts of Bihar Rules, 2025 (Patna High Court).

PART VIII — ACCOUNTS

APPENDICES I TO VI

Registers compared daily; Transactions at Treasury; List of Returns; Rules relating to Fines; Fine Returns — Comparative Table

This document brings together all six appendices to Part VIII — Accounts in a single comparative table. Appendix I lists the registers to be compared daily by the officer-in-charge of accounts; Appendix II sets out the transactions at the Treasury and the monthly examination of accounts; Appendix III is the list of periodical returns; Appendix IV contains the rules relating to fines (paragraphs 1 to 36); Appendix V stands omitted by Correction Slip No. 88; and Appendix VI reproduces, in revised form, the fine-returns rules formerly in the Civil Account Code. The proposed rules bring the appendices into line with the Bharatiya Nyaya Sanhita, 2023 (Section 8 — fine, default imprisonment and the six-year levy period), the Bharatiya Nagarik Suraksha Sanhita, 2023 (Sections 273, 395–397, 461–464 and 471, and Section 530 on the electronic mode), the separation of the judiciary, the Bihar Treasury Code, 2011 and the current financial rules, and the eCourtsePay and State e-receipt systems. The third column gives the reference of each proposed amendment; the reasoning is set out appendix-wise at the end of this document.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
APPENDIX I — LIST OF REGISTERS TO BE COMPARED DAILY BY MAGISTRATE IN CHARGE. For Judicial Officers — Kept by the Accountant: (1) Register of Payment order — Form no. (A) 9; (2) Register of Judicial deposits received, Part I and Part II — Form no. (A) 11 (i) and (ii); (3) Register of Judicial deposits repaid, Part I and Part II — Form no. (A) 12 (i) and (ii); (4) Register of Miscellaneous Receipts — Form no. (A) 14; (5) Clearance Register of A Deposits — Form no. (A) 13. Kept by the Cashier: (1) General Cash-book — Form no. (A) 16; (2) Counterfoils of receipts granted by Cashier for peremptory Cash Receipts — Form no. (A) 15; (3) Treasury Pass-book — Form no. (A) 10. *APPENDIX II — TRANSACTIONS AT TREASURY. Comparison of Treasury Advice with postings therefrom in the Registers of Payment Orders, of Deposit Receipts and Miscellaneous Receipts. Comparison of Treasury Advice with Treasury Pass-Book. MAGISTRATE'S MONTHLY EXAMINATION OF ACCOUNTS — 1. The proper closing and totalling of all registers. 2. Comparison of outgoing Statements with Office Registers.*	**Appendices I and II: Registers to be compared daily; transactions at Treasury and monthly examination** APPENDIX I — Registers to be compared daily by the officer-in-charge of accounts. Kept by the Accountant — (1) Register of Payment Orders [Form No. (A) 9]; (2) Register of Judicial Deposits received, Parts I and II [Form No. (A) 11 (i) and (ii)]; (3) Register of Judicial Deposits repaid, Parts I and II [Form No. (A) 12 (i) and (ii)]; (4) Register of Miscellaneous Receipts [Form No. (A) 14]; (5) Clearance Register of A Deposits [Form No. (A) 13]. Kept by the Cashier — (1) General Cash-Book [Form No. (A) 16]; (2) Counterfoils of receipts granted by the Cashier for peremptory cash receipts [Form No. (A) 15]; (3) Treasury Pass-Book [Form No. (A) 10]. Additionally — (4) the Fine Register; (5) the register of property in the custody of the Court maintained under Rule 322; and (6) the electronic receipt, ePay and reconciliation statements, where these are maintained. APPENDIX II — Transactions at the Treasury. (1) Comparison of the Treasury Advice with the postings therefrom in the Registers of Payment Orders, of Deposit Receipts and of Miscellaneous Receipts. (2) Comparison of the Treasury Advice with the Treasury Pass-Book. (3) Comparison of the Court's record with the electronic daily statement or scroll of the Treasury, bank or e-receipt system, where available. Monthly examination of accounts by the officer-in-charge — (1) the proper closing and totalling of all registers; (2) comparison of outgoing statements with the office registers; (3) verification of the cash balance and of the balances of deposits, fines and miscellaneous receipts; (4) reconciliation of the Court's figures with the Treasury, bank and portal figures, and a report of unreconciled differences under	Existing Appendices I and II (scan p. 93); Forms (A) 9, (A) 10, (A) 11, (A) 12, (A) 13, (A) 14, (A) 15 and (A) 16. BNSS, 2023 — Ss. 497–505 (property in the custody of the Court). Bihar Treasury Code, 2011 (daily and monthly verification; bank scroll).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	Rule 329-D. Note — Where any register or statement in these Appendices is maintained electronically, the electronic register shall be compared and verified in the same manner, and the fact of comparison recorded.	
APPENDIX III — LIST OF RETURNS. From the District Magistrate through the Treasury Officer: Extract Register of Deposit Receipts with plus and minus memorandum enfaced (Rules 306 and 308) — monthly; Register of Deposit Repayment (Rule 307) — monthly. From the District Magistrate to the Accountant-General direct: Clearance Register of A Deposits (Rule 311) — annually; Statement of Lapsed Deposits of his Court and of the Courts subordinate to him, with certificates of the examination of B Deposits enfaced (Rule 269) — annually.	**Appendix III: List of periodical returns** APPENDIX III — LIST OF PERIODICAL RETURNS. (1) The following returns shall be submitted by the officer rendering accounts (in relation to Courts on the judicial side, the Chief Judicial Magistrate or such officer as the High Court directs, under the administrative control of the District and Sessions Judge) — (a) through the Treasury Officer — (i) the Extract Register of Deposit Receipts with the plus and minus memorandum enfaced (Rules 306 and 308), monthly; and (ii) the Register of Deposit Repayments (Rule 307), monthly; (b) to the Accountant-General direct — (i) the Clearance Register of A Deposits (Rule 311), annually; and (ii) the Statement of Lapsed Deposits of the Court and of the subordinate Courts, with the certificate of examination of B Deposits enfaced, annually. (2) The internal reference to "Rule 269" against the annual statement of lapsed deposits is corrected: the examination and certificate of B-Deposit balances are dealt with in Rules 312 and 315 of the revised Part VIII, and the reference shall be read accordingly. (3) Where any return is generated and transmitted electronically through the Treasury, the Accountant-General's system or an approved court-accounting system, the authenticated electronic return shall be sufficient compliance, and the due dates shall be those fixed by the Accountant-General or the High Court. (4) This list is not exhaustive; the High Court or the Accountant-General may prescribe additional returns.	Existing Appendix III; Rules 306–308, 311 and 269 of the existing Part VIII. The "Rule 269" reference is a misprint: the examination of B Deposits and the statement of lapsed deposits are governed by Rules 312 and 315 of the revised Part VIII (existing Rules 312 and 315). CAG (Duties, Powers and Conditions of Service) Act, 1971 (returns to the Accountant-General); Bihar Treasury Code, 2011; Comprehensive Financial Management System (CFMS), Government of Bihar. Constitution — Arts. 50, 235 (officer rendering accounts on the judicial side).
APPENDIX IV — RULES RELATING TO FINES. Para 1. A Register of criminal fines in Form No. (A) 17 and another in Form No. (A) 17-A shall be maintained in the office of every District Magistrate and Subdivisional Magistrate for keeping an account of all judicial fines and all sums realizable as fines. Only one Register in each form at each office.	**Appendix IV, para 1: The Fine Register and the officer in charge** (1) A Register of Criminal Fines shall be maintained, in physical or electronic form, in every Criminal Court and in the office rendering accounts, for keeping an account of all judicial fines, penalties, compensation and costs, and of all sums which under any law are realisable as fines. (2) The Register shall be maintained in the form prescribed by the High Court (in continuation of Forms (A) 17 and (A) 17-A, with necessary modifications), and shall show, in respect of each case, the fine, penalty, compensation or cost imposed, the	Existing Appendix IV, para 1 with Notes 1–3 [G.L. 2/59]; Forms (A) 17 and (A) 17-A; Government of Bihar letters no. 1107-P., dt. 25.3.1937 and no. 5275-F., dt. 29.5.1939. BNS, 2023 — S. 8 (fine and default imprisonment; formerly Ss. 63–70

Existing Rule	Proposed Rule	Reference of Proposed Amendment
The Registers ordinarily kept by the Magistrate's Peshkar, described as "the clerk in charge of the Fine Register" [G.L. 2/59]. Note 1 — "District Magistrate" includes a Deputy Commissioner. Note 2 — Fines levied under Act VI (B.C.) of 1870 creditable to the head "XXIII-Police — Recoveries on account of village Police" to be entered in a separate register and excluded from the General Fine Register; remitted to the treasury for credit to that head (Government of Bihar letter no. 1107-P., dated 25th March 1937). Note 3 — Accounting procedure for fines under certain Acts, Statutory Rules or Bye-laws, vide Circular letters no. 5275-F. dated 29th May 1939 and no. 1107-P. dated 25th March 1937.	amount realised, the mode of realisation, the amount in default, the compensation or cost payable out of the fine, the amount remitted, refunded or written off, and the balance. (3) The Register shall be kept by the officer designated for the purpose (formerly the Peshkar, described as "the clerk in charge of the Fine Register"), under the supervision of the Presiding Officer, and only one Register in each form shall be maintained at each office. (4) Fines, recoveries, penalties or cesses which under any law are creditable to a specified head or fund (formerly, for example, village-police recoveries under Act VI (B.C.) of 1870 creditable to the head "XXIII-Police") shall be entered in a separate register and credited to the proper head under the classification prescribed by the Government and the Accountant-General for the time being in force, and shall be excluded from the General Fine Register. (5) The accounting procedure for fines, penalties and cesses under special or local laws, statutory rules or bye-laws shall follow the Sanhita, the special or local law, and the current rules and orders of the Government and the Accountant-General; the obsolete circular letters of 1937 and 1939 cited in the former Notes are omitted. Explanation — References in this Appendix to the "District Magistrate" or "Magistrate" in relation to judicial fines shall, consistently with the separation of the judiciary, be construed as references to the corresponding judicial authority under Rules 265–266 of the revised Part VIII.	IPC). BNSS, 2023 — S. 461 (warrant for levy of fine), S. 471 (money ordered to be paid recoverable as a fine). Constitution — Arts. 50, 235 (separation of judiciary; judicial fines accounted for on the judicial side); Bihar Treasury Code, 2011 (head-of-account classification). Act VI (B.C.) of 1870 and the head "XXIII-Police" are obsolete classifications, retained only as a saved illustration of separate-head crediting.
Appendix IV, paras 2–5. Para 2. Fines entered in Form (A) 17 in a consecutive quarterly series; outstanding balances brought forward in red ink; original quarterly serial number shown below the new one. Para 3. Realization during the same quarter entered opposite the original entry; realizations of outstanding fines against red-ink entries; clerk in charge submits to the Magistrate who initials the entry of realization. Para 4. Remission or fine becoming irrecoverable (lapse of six years from date of sentence, or imprisonment suffered in lieu) entered in column 19. Para 5. Warrant for realization received from Sessions or other Court not under the Magistrate's control entered in the Register as a fine imposed by the Magistrate of the	**Appendix IV, paras 2–5: Entry, realisation, remission and warrants from other Courts** (2) Fines shall be entered in the Register of Criminal Fines in a consecutive series (quarterly, or such other periodicity as the High Court may direct); outstanding balances shall be carried forward and distinctly marked (in distinctive ink or by electronic annotation), and the original serial number shall be shown against the carried-forward entry. (3) Realisation shall be entered against the relevant entry; where more than one realisation is made in respect of a fine, a running total shall be shown; the officer in charge of the Register shall place the realisation before the Presiding Officer, who shall initial or electronically authenticate the entry of realisation. (4) Where a fine, or part of a fine, is remitted (whether on appeal, revision or otherwise) or becomes irrecoverable — on the expiry of six years from the date of sentence, or because imprisonment has been suffered in lieu of the fine — the amount remitted or lapsing shall be entered in the column provided, under the	Existing Appendix IV, paras 2–5 with Note; column references (cols. 6, 14, 15, 19) to Forms (A) 17 / (A) 17-A. BNS, 2023 — S. 8(6)(a) and (b) (imprisonment to terminate on payment or proportional payment of fine; formerly Ss. 68–69 IPC), S. 8(7) (fine leviable within six years, or during imprisonment; death not to discharge property from liability; formerly S. 70 IPC). BNSS, 2023 — S. 461 (warrant for levy of fine; proviso on offender having undergone default imprisonment, save where

Existing Rule	Proposed Rule	Reference of Proposed Amendment
district; entries distinguished by prefixing S. or H.C.	period in which it is remitted or lapses. (5) Where a warrant for the realisation of a fine is received from a Court of Session or another Court not under the administrative control of the officer rendering accounts, the fine shall be entered in the Register and dealt with as a fine for the realisation of which a warrant has issued, and such entries shall be distinctly identified (formerly by prefixing the letters "S." or "H.C.") so that the realisation can be traced and communicated to the Court that imposed the fine. (6) The six-year period for the levy of a fine shall be reckoned in accordance with Section 8(7) of the Bharatiya Nyaya Sanhita, 2023, subject to the proviso to Section 461(1) of the Sanhita where the offender has undergone the whole of the imprisonment awarded in default.	compensation ordered out of fine under S. 395), S. 462 (effect of warrant), S. 465 (who may issue warrant); S. 476 (refund of fine on appeal or revision).
Appendix IV, paras 6–9. Para 6. On sentence of fine at headquarters, a printed "fine cheque" filled by the Bench Clerk and sent with the person fined in charge of a constable to the Nazir (Cashier) [G.L. 2/63, 4/64]. Para 7. Printed forms bound like a cheque book, 100 forms each, serial numbers on foil and counterfoil; foil sent with the person fined to the Nazir, counterfoil retained. Para 8. The Nazir calls upon the prisoner to pay; procedure on full/part payment; report to the Court on the foil; where sentence is fine with alternative imprisonment, Nazir reports to the Court for orders under Section 69 IPC as to the term of imprisonment proportional to the amount unpaid; fact of payment noted on warrant of imprisonment. Para 9. Receipt granted to the person paying a fine by the Nazir in Form No. 511 of Schedule XIV [subs. by C.S. No. 1].	**Appendix IV, paras 6–9: Procedure on a sentence of fine — realisation and receipt** (6) When an offender is sentenced to a fine, the particulars of the sentence shall be communicated to the officer in charge of receipt of the fine (formerly by a printed "fine cheque" filled by the Bench Clerk, or now by an electronic intimation through the court-accounting system), so that payment can be received and accounted for and the case record updated. (7) Where printed fine-cheque forms are used, they shall be serially numbered on foil and counterfoil and kept in bound books; the foil shall accompany the intimation of payment and the counterfoil be retained; an electronic module with serial numbering, a payer record and a retained non-editable record may be used in place of the bound book. (8) On payment, the officer shall record the fact and report it to the Court; where the sentence is one of fine with imprisonment in default, and the fine is paid in part, the Court shall, on the report, pass orders under Section 8(6) and (7) of the Bharatiya Nyaya Sanhita, 2023 as to the term of imprisonment, if any, proportional to the amount still unpaid; the fact of payment, in whole or in part, shall be noted on the warrant of imprisonment, and where the fine is not paid, the fact of non-payment shall be noted on the warrant. (9) A receipt shall be granted to the person paying a fine, in the prescribed form (in continuation of Form No. 511, Schedule XIV, with necessary modifications) or by an electronic receipt bearing a unique transaction or reference number. (10) A person shall not be detained on account of inability to pay a fine except in accordance with the sentence and with Section 8 of the Bharatiya Nyaya Sanhita, 2023 and the safeguards in the proviso to Section 461(1) of the Sanhita; the Court shall have regard to the means of the offender before ordering realisation by	Existing Appendix IV, paras 6–9 [G.L. 2/63, 4/64; G.L. 2/59]; C.S. No. 1 (Form No. 511 of Sch. XIV, Board of Revenue Forms). BNS, 2023 — S. 8(5) (imprisonment for non-payment when offence punishable with fine only; formerly S. 67 IPC), S. 8(6) (termination of imprisonment on payment / proportional payment; formerly Ss. 68–69 IPC). BNSS, 2023 — S. 461 (proviso: no warrant after whole default imprisonment undergone, save on recorded special reasons or where compensation ordered out of fine); S. 464 (suspension of execution of sentence of imprisonment; formerly S. 424 CrPC). eCourtsePay portal and e-Receipt Bihar (electronic receipt of fines); the escort of a person fined "in charge of a constable" to the Cashier (para 6) is retained only as a fallback for physical cash payment.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	warrant.	
Appendix IV, paras 10–14. Para 10. Realization when the person fined is in jail: payment reported by the Nazir to the Magistrate; fine realisation statement in duplicate under Court Seal sent to the jail with a view to amendment of the sentence or release; responsibility of the Court not to cease until the duplicate is received back with acknowledgment of correction in the release diary [G.L. 2/42]. Para 11. Imprisonment in lieu of fine as full satisfaction under special/local law; certificate that fine is not to be realised; entry struck out. Para 12. All fines paid in daily by the Nazir to the Treasury (or local branch of the State Bank); chalan in detail with Register and Pass-Book; procedure at headquarters and subdivisions; Dashahara-holiday payments to the Nazir. Para 13. Chalan receipted by Treasury filed as authority. Para 14. No disbursement from realized fines in the Nazir's hands to meet contingent expenses; refunds of fines made by the Treasury Officer on the Magistrate's order.	**Appendix IV, paras 10–14: Realisation when the person is in jail; imprisonment in lieu; daily remittance** (10) Where the person fined is in prison, any payment of the fine shall be at once reported by the receiving officer to the Court; the Court, after satisfying itself that the necessary entries have been made, shall immediately intimate the payment to the Superintendent of the prison in which the person is confined, with a view to the amendment of the sentence of imprisonment in default or the release of the person, as the case may be; the fine-realisation statement shall be prepared in the prescribed form, authenticated and transmitted (by secure electronic communication where available, or in duplicate under the seal of the Court), and the responsibility of the Court shall not cease until it has received an acknowledgment that the necessary correction has been made in the prison release records. (11) Where, under any special or local law, imprisonment in lieu of a fine is to be taken as full satisfaction of the penalty and the convicted person undergoes that imprisonment, the officer in charge of the Register shall obtain a certificate from the Court that the fine is not to be realised, and the entry shall be struck out; nothing in this rule affects any lawful direction for realisation of the fine by attachment before the imprisonment is undergone. (12) All fines realised shall be paid into the Treasury, bank or approved electronic mode with the least practicable delay (formerly, daily, by the Cashier), accompanied by the challan (physical or electronic) and, where required, the Register and pass-book; where a Court is not near a Treasury or bank, remittance shall be made at the intervals and in the manner directed by the High Court, electronic remittance being preferred. (13) The receipted challan or the electronic acknowledgment shall be preserved as the authority for the entries in the Register of Criminal Fines. (14) No disbursement shall be made out of realised fines in the hands of any officer or the Cashier to meet contingent or other expenses of the Court; refunds of fines shall be made only through the Treasury, bank or approved electronic mode on the order of the Court. (15) A refund of fine ordered on appeal, revision or otherwise shall be dealt with under Rule 288 of the revised Part VIII, and shall not be delayed for want of an application by the person entitled where the record discloses the entitlement and the order.	Existing Appendix IV, paras 10–14 with Notes [G.L. 2/42]. BNS, 2023 — S. 8(6) (termination of default imprisonment on payment or proportional payment of fine). BNSS, 2023 — S. 476 (refund of fine on appeal/revision); S. 468 (set-off of detention undergone); S. 464 (suspension of execution of sentence of imprisonment). Bihar Treasury Code, 2011 (remittance of receipts; refund only through Treasury/bank); e-Receipt Bihar and eCourtsePay (electronic remittance and refund). Constitution — Art. 21 (prompt communication to prison to prevent over-detention).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Appendix IV, paras 15–17. Para 15. In each Court a Muharrir ("the Fine Muharrir") specially charged with looking after fines; to examine the Fine Register daily and certify by initials; responsible for speedy preparation of warrants; Fine Muharrir of principal Courts to check the monthly statement of fines forwarded to the Accountant-General and the totals in the cash column. Para 16. Each Magistrate to examine the Fine Register daily and check his own fines, initialling each entry; see that warrants are issued and remittances paid in and acknowledged. Para 17. The Magistrate keeping the accounts at headquarters to compare, once a week, entries in the Register of Criminal Fines and the fine-cheque counterfoils with the Trial Register / register of complaints / general register of cognizable cases etc.; verify balances brought forward and check totals; in subdivisions the Subdivisional Officer responsible; certify that fines remitted or written off have been so ordered by competent authority.	**Appendix IV, paras 15–17: Checking of the Fine Registers** (15) In each Court an official shall be specially charged with the fines work (formerly the "Fine Muharrir"); he shall examine the Register of Criminal Fines daily, certify it by his initials or electronic authentication, and be responsible for the prompt preparation of warrants for the realisation of fines; the corresponding official of the principal Court shall check the monthly statement of fines forwarded to the Accountant-General and the totals in the cash column. (16) The Presiding Officer shall examine the Register of Criminal Fines periodically (and, so far as practicable, check the fines imposed by his Court), initialling or authenticating the entries, and shall see that warrants are issued where necessary and that remittances are paid in and acknowledged without delay. (17) The officer keeping the accounts at headquarters shall compare, at least once a week, the entries in the Register of Criminal Fines and the fine-cheque counterfoils (or their electronic equivalents) with the corresponding case registers, verify the balances brought forward, and check the totals; in a subdivision the corresponding officer shall exercise this check; the officer shall certify that all fines shown as remitted or written off have been so ordered by the competent authority. (18) Where the Register and the case data are maintained electronically, the daily and weekly checks may be performed on the electronic records, and the fact of the check shall be recorded; the system shall, so far as practicable, reconcile the fines imposed as shown in the case records with the fines entered in the Register.	Existing Appendix IV, paras 15–17. CAG (DPC) Act, 1971 (monthly statement to the Accountant-General); Bihar Treasury Code, 2011 and Bihar Financial Rules (internal check; verification of remitted/written-off items). e-Committee, Supreme Court of India — CIS/e-Courts (reconciliation of fines imposed with fines realised). Constitution — Arts. 227, 235 (supervision by the Presiding Officer and the District and Sessions Judge).
Appendix IV, paras 18–21. Para 18. Compensation awarded under Section 250 CrPC and under Section 22 of the Cattle Trespass Act, cost of processes recoverable under Section 31 of the Court-Fees Act, and such amount of a fine as is awarded as compensation under Section 545 CrPC, entered in red ink in the Register of Criminal Fines; balance of fine after compensation credited to Government in black ink; on realisation such compensation fines and costs credited as criminal deposits and noted in red ink; amounts credited as deposits excluded from the monthly fine statements. Para 19. After realisation, disbursement of	**Appendix IV, paras 18–21: Compensation and costs out of fines** (18) Compensation awarded under Section 273 of the Bharatiya Nagarik Suraksha Sanhita, 2023 (accusation without reasonable cause) and under Section 22 of the Cattle Trespass Act, 1871, the cost of processes recoverable under Section 31 of the Court-Fees Act, 1870, and such amount of a fine as is awarded as compensation under Section 395 of the Sanhita, shall be distinctly entered in the Register of Criminal Fines (in distinctive ink or by electronic annotation); the balance of the fine, if any, after provision for compensation shall be credited to Government; on realisation, such compensation and costs shall be held to the credit of the person entitled (formerly credited as criminal deposits) and the fact recorded, and shall be excluded from the monthly fine statements sent to the Accountant-General, a note being made to explain the difference between the Register and the statement. (19) After realisation, the disbursement of compensation shall be made through the Treasury, bank or approved electronic mode on the order of the Court, by secure	Existing Appendix IV, paras 18–21. BNSS, 2023 — S. 273 (compensation for accusation without reasonable cause; formerly S. 250 CrPC 1973 / S. 250 CrPC 1898), S. 395 (compensation, including out of fine; formerly S. 357 CrPC 1973 / S. 545 CrPC 1898), S. 396 (Victim Compensation Scheme), S. 397 (treatment of victims). Cattle Trespass Act, 1871 — S. 22; Court-Fees Act, 1870 — S. 31. Ankush Shivaji Gaikwad v. State of

Existing Rule	Proposed Rule	Reference of Proposed Amendment
compensation made from the Treasury on the Magistrate's order. Para 20. In non-appealable cases, where the Nazir reports the fine/award paid before parties leave Court, the Magistrate may direct payment to the person entitled to compensation from his permanent advance; costs under Section 31 Court-Fees Act realised from accused paid over in open Court to the complainant. Para 21. In subdivisions without a treasury, payment of compensation by the Nazir on the Magistrate's order; column 16 of Register (A) 17 sub-divided.	bank transfer to the person entitled wherever possible. (20) Where money has to be paid by one person to another and both are present in Court (as where compensation or costs are paid on the spot in a case not open to appeal), the money may, under the sanction of the Court, be passed direct from the one to the other and the fact noted on the record, no officer of the Court becoming responsible for the money; costs realised from an accused under Section 31 of the Court-Fees Act may be paid over in open Court to the complainant, a note being made on the record. (21) Compensation payable to a victim, and compensation payable under a Victim Compensation Scheme framed under Section 396 of the Sanhita, shall be distinctly accounted for and disbursed in accordance with Rule 329-B of the revised Part VIII; compensation payable to a child, or to a person under disability, shall be dealt with as the Court directs, and shall not be treated as a lapsed deposit except under a specific order of the Court made after notice. (22) Compensation and costs ordered by the Court shall be disbursed with the least practicable delay; where disbursement cannot be made at once, the reasons shall be recorded and the matter reviewed periodically.	Maharashtra, (2013) 6 SCC 770; Suresh v. State of Haryana, (2015) 2 SCC 227 (duty to consider and pay compensation). See revised Part VIII, Rules 268(5), 288 and 329-B; BNS, 2023 — S. 72 (protection of victim identity).
Appendix IV, paras 22–24. Para 22. A quarterly balance sheet of fines prepared in a book kept for the purpose (opening balance; amount imposed; grand total realizable; amount remitted/written off; amount realized — new and old fines; balance — new and old; amount stayed; amount credited as criminal deposits; certificate as to credit in Treasury Accounts; initials of Treasury Officer, Nazir, Fine Muharrir; District Magistrate). Para 23. Copy of each subdivisional balance sheet sent to the District Magistrate within two days of the quarter's end; Sadar balance sheet ready within same time. Para 24. General District Balance Sheet in the prescribed form sent to the Commissioner of the Division within ten days of the close of each quarter.	**Appendix IV, paras 22–24: Quarterly balance sheet of fines** (22) A balance sheet of fines shall be prepared, quarterly or at such other intervals as the High Court may direct, in a book or electronic record kept for the purpose, showing — the opening balance of fines outstanding; the amount imposed during the period; the grand total realisable; the amount remitted or written off; the amount realised (distinguishing new fines and old fines); the balance (distinguishing new and old); the amount stayed; and the amount held to the credit of persons entitled (formerly credited as criminal deposits) — together with a certificate that the realised fines have been brought to credit in the Treasury or bank accounts, authenticated by the officers concerned. (23) A copy of each subdivisional balance sheet shall be sent to the officer rendering accounts within two days of the close of the period, and the balance sheet of the headquarters station shall be ready within the same time. (24) A consolidated balance sheet in the prescribed form shall be forwarded, within the time and to the authority prescribed by the High Court or the Accountant-General, in place of the former return to the Commissioner of the Division. (25) Where the balance sheet is generated electronically and reconciled with the Treasury, bank and portal statements, the authenticated electronic balance sheet shall be sufficient compliance.	Existing Appendix IV, paras 22–24. The former return to the "Commissioner of the Division" reflected the pre-separation position in which the district criminal judiciary was under the executive; on the judicial side the return now lies to the High Court / Accountant-General (Arts. 50, 235, Constitution). Bihar Treasury Code, 2011 (reconciliation of departmental and Treasury figures); CFMS, Government of Bihar.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Appendix IV, paras 25–29. Para 25. At each thana a Register in Form No. (A) 19 of all warrants received by the Police for realization of fines; rules framed by the Governor in Council under Section 386(2) CrPC 1898 (in the Note); every warrant to specify time for return, not exceeding six months; Police to return warrant in due time; not to retain time-expired warrants or pay domiciliary visits after return without fresh orders; enquiries only under the order of a Magistrate and not by an officer below Sub-Inspector. Note — rules under Section 386(2) CrPC 1898 (levy of fine by attachment and sale of movable property; summary determination of third-party claims; fresh warrant within six years, vide notification no. 251-J.R., dated 17th May 1927). Para 26. Report to the Magistrate if a defaulter can probably pay; else note "no assets". Para 27. Section 70 IPC power to levy a fine within six years read with proviso to Section 386(1) CrPC; procedure where imprisonment in default undergone; special reasons to be recorded before issue of warrant. Para 28. Second warrant entered in Thana Register in red ink as a fresh entry. Para 29. On death of a defaulter, one final enquiry as to property liable.	**Appendix IV, paras 25–29: Realisation of fines by the police; warrants and defaulters** (25) At each police station a register shall be kept (in continuation of Form No. (A) 19, physical or electronic) of all warrants received by the police for the realisation of fines within its jurisdiction. Every warrant for the levy of a fine shall be issued and executed in accordance with Section 461 of the Bharatiya Nagarik Suraksha Sanhita, 2023 and the rules made by the State Government under Section 461(2); the warrant shall specify the time within which it is to be returned, ordinarily not exceeding six months, and the police shall return the warrant in due time whether or not the fine has been realised, shall not retain time-expired warrants, and shall not, after the return of the warrant, take any coercive step for realisation without fresh orders. (26) Where it appears that a defaulter is able to pay the fine, the fact shall be reported to the Court for such orders as may be necessary; in other cases the position (formerly "no assets") shall be noted in the register with the date. (27) A fine may be levied within six years from the date of sentence, or during the imprisonment of the offender if that imprisonment exceeds six years, in accordance with Section 8(7) of the Bharatiya Nyaya Sanhita, 2023; where the offender has undergone the whole of the imprisonment awarded in default, no warrant for the levy of the fine shall be issued unless, for special reasons recorded in writing, the Court considers it necessary, or unless an order for the payment of compensation or expenses out of the fine has been made under Section 395 of the Sanhita, as provided in the proviso to Section 461(1). (28) A warrant subsequent to the first shall be entered in the police-station register as a fresh entry, with a reference to the year and number of the original warrant. (29) On the death of a defaulter, one final enquiry shall be made as to whether he has left any property liable for the fine; the fine may be levied from any property of the deceased which was liable for it before his death, in accordance with Section 8(7) of the Bharatiya Nyaya Sanhita, 2023 (death not to discharge property from liability). (30) A warrant to the Collector for realisation of the fine as arrears of land revenue under Section 461(1)(b) of the Sanhita shall not be executed by the arrest or detention of the offender (proviso to Section 461(3)).	Existing Appendix IV, paras 25–29 with Note; Form No. (A) 19; notification no. 251-J.R., dt. 17.5.1927 (rules under S. 386(2) CrPC 1898). BNSS, 2023 — S. 461 (warrant for levy of fine by attachment and sale, or through the Collector as arrears of land revenue; State Government rules under S. 461(2); proviso against arrest/detention under S. 461(3)); S. 462 (effect of warrant). BNS, 2023 — S. 8(7) (fine leviable within six years, or during imprisonment; death not to discharge property from liability; formerly S. 70 IPC). Section 386 CrPC, 1898 and Section 421 CrPC, 1973 are the predecessors of Section 461 BNSS; the 1927 notification rules survive only until State Government rules under S. 461(2) are notified.
Appendix IV, paras 30–36. Para 30. All fines realized remitted with the returned warrant to the Nazir; Nazir to send the returned warrant to the clerk in charge of the Fine	**Appendix IV, paras 30–36: Remittance, comparison, writing off and inter-district realisation** (30) All fines realised under a warrant shall be remitted with the returned warrant to the receiving officer, who shall send the returned warrant to the officer in charge	Existing Appendix IV, paras 30–36 with Notes [G.L. 4/65, 5/2]; Bengal Government letter no. 994-J.D., dt. 19.5.1904.

Existing Rule	Proposed Rule	Reference of Proposed Amendment
Register noting the amount and date. Para 31. Magistrate to call for the thana register once a quarter and compare with the Fine Registers; comparison never to be made by the Nazir. Para 32. Writing off irrecoverable fines, subject to the control of the Commissioner of the Division; half-yearly statement of write-offs to the Commissioner. Para 33. Realization of fines imposed in one district but realized in another — distress warrant to the Magistrate of the other district; proceeds paid into local treasury and separately acknowledged; no entry in the Fine Registers of the district where realized; credited in the Register of other districts; communication and acknowledgment; remittance transfer receipts prohibited. Paras 34–36. Receipts to be demanded from payees; fines payable to the Court/Magistrate/officer with the warrant — Jailors prohibited from receiving fines; fine received by District Magistrate for a subdivision shown in the Cash Book but not in the Fine Register, chalan and statement forwarded to the Subdivisional Officer for write-off as paid.	of the Register of Criminal Fines, noting the amount received and the date. (31) The officer rendering accounts shall call for the police-station register at least once a quarter and cause it to be compared with the Register of Criminal Fines; the comparison shall not be made by the Cashier, but by a judicial officer or a responsible member of the establishment, and shall verify that police enquiries have been regularly made and recorded. (32) The writing off of irrecoverable fines (on the death of the defaulter, or on ascertainment after due enquiry that there are no assets) shall be done under the authority for the time being competent to sanction write-off under the financial rules and the directions of the High Court, in place of the former control of the Commissioner of the Division; a periodical statement of write-offs shall be submitted as the High Court or the competent authority directs. (33) Where a fine imposed in one district is to be realised in another, a warrant for the levy of the fine shall be sent to the Court or officer competent to realise it; the proceeds shall be paid into the local Treasury or bank and separately acknowledged, credited in the Register of Criminal Fines of the district that imposed the fine, and communicated to that Court with an acknowledgment; the realisation shall be traced through the case and CNR numbers, and the use of remittance-transfer receipts is prohibited. The like procedure applies, with necessary modifications, between a headquarters station and a subdivision. (34) Every officer receiving or remitting realised fines shall demand a receipt from the payee, and his responsibility shall not cease until the acknowledgment of the receipt has been received. (35) All fines, under whatever law imposed, are payable to the Court imposing the fine, to the officer rendering accounts, or to the officer entrusted with the warrant for realisation; a prison official shall not receive payment of a fine in any circumstances. (36) Where a fine relating to a case of a subdivision is received at headquarters, the amount shall be brought to account and the challan and fine-realisation statement forwarded to the subdivision so that the fine may be shown as paid in its Register of Criminal Fines; such transfers shall be traceable through the case and CNR numbers and the electronic records.	BNSS, 2023 — S. 461 (levy of fine; realisation in another jurisdiction), S. 471 (money ordered to be paid recoverable as a fine). The former "control and supervision of the Commissioner of the Division" over writing-off reflected the pre-separation position; on the judicial side write-off now lies to the authority competent under the financial rules and the High Court (Arts. 50, 235, Constitution). Bihar Treasury Code, 2011 and Bihar Financial Rules (write-off of irrecoverable dues; demand of receipts; prohibition of remittance-transfer receipts).
APPENDIX V. [Omitted by C.S. No. 88.]	**Appendix V: [Omitted]** Omitted. (The omission effected by Correction Slip No. 88 is retained; the number is preserved as "omitted" so that the numbering and cross-references of the appendices are not disturbed. The former rule 4 of the "Rules relating to fines imposed by Benches at outlying stations", to which Appendix IV, para 2(a)	Existing Appendix V, omitted by C.S. No. 88. Cross-reference in Appendix IV, para 2(a) to Appendix V is consequentially spent; Benches of

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	referred, stands omitted with the abolition of Benches of Honorary Magistrates.)	Honorary Magistrates are no longer constituted under the Sanhita.
APPENDIX VI — ACCOUNT RULES. Civil Account Code, Volume I, Chapter 2 — Fine Returns. Para 1. Duty of checking receipts of fines laid on the Accountant-General; monthly return of all fines realized and remittances to the Treasury transmitted by every Court having power to fine; fines credited to a Municipal or other local fund excluded. Para 2. Collection of returns by the head of each department (Collector, Judge, Magistrate) and transmission; collective return based on the record or accounts of the Courts, not the Treasury, compared with Treasury figures; despatch through the Treasury Officer who certifies agreement. Para 3(b). Detailed list of fines collected and paid into the Treasury to facilitate check where refunds claimed; form settled by the Accountant-General. Para 2(c)–(d). Returns of realization despatched to the Accountant-General under flying seal through the controlling officer; intimation where fines received in another district or Part 'A'/'C' State.	**Appendix VI: Account Rules — fine returns** APPENDIX VI — FINE RETURNS (ACCOUNT RULES). (1) The duty of checking the receipts of fines lies with the Accountant-General, to whom a monthly return of all fines realised, and of all remittances of fines to the Treasury or bank, shall be transmitted by every Court having power to impose a fine; fines which under competent authority are credited to a municipal or other local fund shall be excluded from the return. (2) To secure that returns are received from every such Court, the returns may be collected and transmitted by the appropriate controlling authority; the collective return shall be based on the record or accounts of the Courts, and not on those of the Treasury, but shall be compared with the Treasury, bank and portal figures before despatch, the return being routed through the Treasury Officer (or reconciled against the electronic Treasury statement) so that agreement is certified. (3) Where precautions against double refunds and refunds of fines not actually paid into the Treasury are in place, a memorandum of the collections and remittances of each Court, for check against the Treasury credit, shall suffice; otherwise a detailed list of the fines collected and paid in shall be transmitted, in the form settled by the Accountant-General, to facilitate check where refunds are claimed. (4) The returns of realisation may be despatched to the Accountant-General through the controlling authority, or, where that causes delay, the Accountant-General may instead furnish the controlling authority with a memorandum of the monthly credits appearing in the Treasury account. (5) Where fines are received in another district or State on account of a Court, an intimation shall be given by the receiving officer to the officer concerned, who shall note the fact in the fine return. (6) Where these returns are generated and reconciled electronically through the Treasury, the Accountant-General's system or an approved court-accounting system, the authenticated electronic return shall be sufficient compliance; the references in this Appendix to the “Civil Account Code” shall be read as references to the Account Code, the General Financial Rules and the Bihar Financial Rules for the time being in force. Explanation — References in this Appendix to the Collector, the Judge and the	Existing Appendix VI (Civil Account Code, Vol. I, Ch. 2 — Fine Returns). CAG (Duties, Powers and Conditions of Service) Act, 1971 (audit of fine receipts; returns to the Accountant-General). The “Civil Account Code” has been superseded by the Account Code, the General Financial Rules and the Bihar Financial Rules; “Part 'A'/'C' State” nomenclature was abolished by the Constitution (Seventh Amendment) Act, 1956 and the States Reorganisation Act, 1956. Bihar Treasury Code, 2011; CFMS, Government of Bihar (electronic reconciliation of fine credits). Constitution — Arts. 50, 235 (controlling authority on the judicial side).

Existing Rule	Proposed Rule	Reference of Proposed Amendment
	Magistrate as controlling authorities shall, in relation to the accounts of Courts on the judicial side, be construed consistently with the separation of the judiciary and with Rules 265–266 of the revised Part VIII.	

REASONING BEHIND THE PROPOSED AMENDMENTS

The following pointers set out, appendix by appendix, the reasoning behind the changes proposed in the table above. They form part of the working paper for the consideration of the committee and are not intended to be part of the rules as notified.

Appendices I and II — registers compared daily and transactions at Treasury

- The lists are retained as they stand, since they identify the registers whose daily comparison keeps the accounts honest.
- Three items are added to reflect registers the modern Part requires: the Fine Register, the court property register under Rule 322, and the electronic receipt, ePay and reconciliation statements.
- The monthly examination is extended to include verification of balances and reconciliation with Treasury, bank and portal figures, with a report of unreconciled differences.
- A note makes clear that where a register is maintained electronically the comparison is performed on the electronic register — otherwise the Appendices would silently require a paper register that no longer exists.
- Appendices III to VI, referred to in Rules 268 and 319, are not part of the uploaded extract; they are flagged for separate treatment rather than redrafted unseen.

Appendix III — List of periodical returns

- The list is retained because the returns themselves remain necessary: they are the mechanism by which the deposit and lapse figures reach the Accountant-General.
- One internal reference is corrected. The existing Appendix III cites "Rule 269" against the annual statement of lapsed deposits and the certificate of examination of B Deposits, but in the revised Part VIII (and in the existing rules) those subjects are governed by Rules 312 and 315, not Rule 269. The cross-reference is repaired rather than reproduced, in the same way the misprinted "Rule 36" in existing Rule 298 was repaired in the Part VIII exercise.
- The returns are opened to electronic generation and transmission, since CFMS and the Accountant-General's systems now produce and reconcile these figures, and the due dates are tied to what the Accountant-General or the High Court fixes rather than frozen in the rule.
- The authority submitting the returns is described as the officer rendering accounts on the judicial side (Chief Judicial Magistrate under the District and Sessions Judge), consistently with the recasting of Rules 265–266 of Part VIII, so that the appendix does not continue to vest judicial-side returns in the District Magistrate.

Appendix IV — Rules relating to fines (the substance of this exercise)

- This appendix is the most out-of-date part of the whole accounts code, and the corrections fall into five groups.
- First, statutory renumbering. Every fine provision cited in the appendix is from the Indian Penal Code or the CrPC and several are from the 1898 Code. The mapping now used is: fine, default imprisonment and the six-year levy period, formerly Sections 63 to 70 IPC, are now Section 8 of the Bharatiya Nyaya Sanhita, 2023 (in particular Section 8(6) for termination of default imprisonment on payment, and Section 8(7) for the six-year levy period and for death not discharging property from liability); the warrant for levy of fine, formerly Section 386 CrPC 1898 and Section 421 CrPC 1973, is now Section 461 BNSS; suspension of execution of the sentence of imprisonment, formerly Section 388 CrPC 1898 and Section 424 CrPC 1973, is now Section 464 BNSS; compensation for accusation without reasonable cause, formerly Section 250, is

now Section 273 BNSS; and compensation out of fine, formerly Section 545 CrPC 1898 and Section 357 CrPC 1973, is now Section 395 BNSS. Paragraphs 8, 18, 25 and 27 in particular carried the old numbers and are corrected.

- Second, a substantive change the new Code makes to the levy of fine. Section 461 BNSS carries a proviso, sharper than the old law, that where the offender has undergone the whole of the imprisonment awarded in default, no warrant for the levy of the fine shall issue unless for special reasons recorded in writing, or unless compensation has been ordered out of the fine under Section 395. Section 461(3) further forbids the Collector's recovery-as-land-revenue route from being executed by the arrest or detention of the offender. Paragraphs 25 to 27, which deal with police realisation of fines, are redrafted to state these limits, because they protect the offender against double punishment and against imprisonment for a money default.
- Third, the police-realisation rules rest on rules framed by the Governor in Council under Section 386(2) CrPC 1898 and on a notification of 1927. The rule-making power now sits in the State Government under Section 461(2) BNSS, so the appendix is recast to rest on Section 461 and the State Government's rules when made, with the 1927 notification surviving only in the interim — the same technique used for electronic service in Part VII.
- Fourth, the separation of the judiciary. The appendix repeatedly makes the District Magistrate the accounts authority for judicial fines, requires returns to the Commissioner of the Division, and places writing-off of irrecoverable fines under the Commissioner's control. After the separation effected by the CrPC, 1973 and continued by the BNSS, judicial fines are accounted for on the judicial side; the appendix is recast so that the officer rendering accounts is the Chief Judicial Magistrate under the District and Sessions Judge, returns lie to the High Court and the Accountant-General, and write-off follows the financial rules and the directions of the High Court rather than the Commissioner. This mirrors the recasting of Rules 265–266 in Part VIII.
- Fifth, victim compensation. The appendix already treats compensation and costs out of fines (paragraphs 18 to 21), crediting them as criminal deposits and disbursing them on the Magistrate's order. That machinery is retained but brought into line with Sections 395 to 397 BNSS and with the Victim Compensation Scheme under Section 396, and is cross-referred to the new Rule 329-B of Part VIII so that compensation money is distinctly accounted for, disbursed by secure transfer, and protected from automatic lapse. The duty to consider and actually pay compensation is anchored to Ankush Shivaji Gaikwad and Suresh v. State of Haryana.
- Beyond these five groups, the mechanical modernisation follows the pattern already adopted for Part VIII: the Peshkar, Nazir and Fine Muharrir are described by function with their traditional names preserved in parentheses; “red ink” becomes “distinctive ink or electronic annotation”; the fine-cheque bound book is retained with an electronic-module alternative that reproduces its three safeguards (serial numbering, payer copy, non-editable retained record); daily and weekly checks may be performed on the electronic registers; and remittance and refund are opened to bank and electronic modes while the obsolete circular letters of 1937, 1939 and 1904 are dropped from the operative text and preserved only in the reference column.
- One protective addition has been made in paragraph 10 (realisation when the person is in prison): the intimation to the prison to prevent over-detention is tied expressly to Article 21, because a paid fine that is not communicated to the prison is a classic cause of a person remaining in custody after the default sentence should have ended.

Appendix V — Omitted

- Appendix V was already omitted by Correction Slip No. 88 and dealt with fines imposed by Benches at outlying stations. The number is preserved as “omitted” so that the internal cross-reference in Appendix IV, paragraph 2(a), and any older references, are not left dangling.
- The omission is now also substantively justified: Benches of Honorary Magistrates are no longer constituted, so the subject-matter of the former appendix has ceased to exist.

Appendix VI — Account Rules (fine returns)

- This appendix reproduces the fine-returns chapter of the Civil Account Code, an instrument that no longer exists under that name. The appendix is recast to refer to the Account Code, the General Financial Rules and the Bihar Financial Rules for the time being in force, so that it does not depend on a superseded code.
- The nomenclature “Part 'A' State / 'C' State” is obsolete: those categories of States were abolished by the States Reorganisation Act, 1956 and the Constitution (Seventh Amendment) Act, 1956. The provision on fines received in another State is retained but the dead classification is removed.
- The core discipline of the appendix — that the return be based on the Courts' own records and not on the Treasury's, but reconciled against the Treasury before despatch — is sound and is retained, with electronic reconciliation recognised.

– The controlling authorities named in the appendix (the Collector, the Judge and the Magistrate) are read, on the judicial side, consistently with the separation of the judiciary and with Rules 265–266 of Part VIII, so that judicial-side fine returns are not routed through an executive controlling officer.
– A general drafting note for the committee: the fines appendices and the body of Part VIII overlap at several points (compensation out of fines; refund of fines; remittance; write-off). The cross-references now inserted — to Rules 268(5), 288, 329-B and 265–266 — are intended to ensure that the same transaction is governed by one rule and not two. Before the draft is finalised, the committee should confirm that the appendix and the body of Part VIII use identical figures, forms and periods, so that the two do not diverge on amendment.