

THE HIGH COURT OF KERALA

A7- 22186/2021

Kochi : 682 031
Date : 30.03.2021

OFFICE MEMORANDUM

Sub:- Code of Conduct for regulating involvement and intervention in Social Media platforms - reg.

Ref:- Minutes of the Administrative Committee meeting held on 22.03.2021.

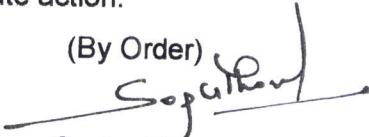
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The High Court has decided to introduce a Code of Conduct for Officers and members of Staff to regulate their involvement and intervention in Social Media and other public platforms. The meeting of the Administrative Committee held on 22nd March, 2021 has resolved to approve the draft Code of Conduct and to make it applicable to Officers and members of Staff of the High Court.

Accordingly, the Code of Conduct to be followed by all Officers and members of Staff of the High Court in the Social Media and other public platforms, approved by the Administrative Committee is appended herewith for strict compliance. All Officers and members of Staff are directed to scrupulously follow the same.

Any violation of the Code of Conduct shall invite appropriate action.

(By Order)


Sophy Thomas
Registrar General

To

The Joint Registrars, High Court.
The Deputy Registrars, High Court
The Public Relations Officer, High Court.
The Protocol Officer, High Court.
The Private Secretary to the Chief Justice, High Court.
The Finance Officer, High Court.
The Assistant Registrars and the Chief Librarian, High Court
The Court Officer to the Chief Justice, High Court.
The Private Secretaries to Judges, High Court.
The Additional Public Relations Officer, High Court.
The Kerala Judicial Academy, Athani.
The Librarian, Kerala Judicial Academy, Athani.
The IT Section, High Court - (They shall publish the OM in the High Court Website).
All Officers and Sections, High Court - (The Section Heads concerned shall bring the matter to the notice of all Members of Staff working under them)
The Confidential Assistants to Registrars, Director (IT) and the Addl. Registrar (General Administration), High Court.
The Admn. Records Section, High Court
The Notice Board, High Court
The File/Stock File.

Copy submitted to:- The Honourable Judges

CODE OF CONDUCT
FOR THE STAFF OF THE HIGH COURT AND DISTRICT JUDICIARY
IN THE MATTER OF USING SOCIAL MEDIA

- 1) The High Court will have a Monitoring Cell to observe and secure proper use of computer and internet system provided in the courts and to report about the misuse of social media using the computers and electronic gadgets supplied to the office of the courts and staff members of the High Court and District Judiciary. Monitoring Cell will report such instances of misuse of social media by staff members of the High Court and District Judiciary to the Registrar General.
- 2) Staff members of the High Court and District Judiciary shall declare their e-mail address and internet/social media accounts maintained by them and they shall ensure secure and proper use of the same. No fake ID - address or accounts shall be made or used by staff members of the High Court and District Judiciary.
- 3) Staff members of the High Court and District Judiciary shall not indulge in use of internet, other than for official purposes, during office hours. They shall not access prohibited sites during working hours. They shall not indulge in exchange of communication of personal matters in official sites.
- 4) Staff members of the High Court and District Judiciary shall not use social media for making offensive, irresponsible or defamatory statements criticising policies and actions of the Government and its Institutions, Ministers, Officials, Heads of Departments, Judges, Political Leaders and Social Activists etc.
- 5) Staff members of the High Court and District Judiciary shall be very careful in expressing or propagating any opinion on the Social Media which may offend any cultural, ethnic, social or religious group. They shall take care that no derogatory or insulting remarks, comments

pertaining to any person, group of persons either official, socio-cultural or political shall be made on Social Media platform.

- 6) Staff members of the High Court and District Judiciary shall not publish any proceedings, official actions, records or data from the office files in social media or publish blogs on any matters in social media without prior permission of the High Court.
- 7) Staff members of the High Court and District Judiciary shall not use mobile phones, tablets, electronic gadgets etc., for corrupting, data hacking or any other illegal activities.
- 8) Staff members of the High Court and District Judiciary shall not use carping, intemperate, filthy, derogatory, insinuating, discriminatory language in social media.
- 9) Staff members of the High Court and District Judiciary shall not indulge in criticising case laws and judgments of the courts, Judges or judicial system to scandalise them in social media.
- 10) Staff members of the High Court and District Judiciary shall not indulge in any use of social media which causes depletion of work time in the office.
- 11) Staff members of the High Court and District Judiciary shall not use social media for any activities which affects the integrity, propriety and discipline of his/her official position.
