

NOTIFICATION

**POLICY FOR APPOINTMENT/EXTENSION AS OATH COMMISSIONER IN
THE ISLAMABAD CAPITAL TERRITORY**

The Hon'ble Chief Justice and the Hon'ble Judges have been pleased to make the following policy for appointment/extension of Oath Commissioners in the Islamabad Capital Territory (ICT):

- (i) The Islamabad High Court shall appoint Oath Commissioners for the purpose of administering oaths and affirmations under Section 139(b) of the Code of Civil Procedure, 1908 and Section 539 of the Code of Criminal Procedure, 1898.
- (ii) No person shall be qualified for appointment as a commissioner unless:
 - (a) he has been for at least three years an advocate of the High Court; or
 - (b) any officer or other person whom the High Court may appoint in this behalf.
- (iii) The eligible Advocates shall submit their application in the prescribed form (Annex-A) for appointment as Oath Commissioners to the District & Sessions Judge of the concerned Division (East or West) through the President of the Islamabad High Court Bar, who shall forward the same with his comments about the suitability of the candidates to the Registrar Islamabad High Court.
- (iv) All recommendations to fill up the vacancy of an Oath Commissioner shall be sent to the High Court at least two months before it occurs.
- (v) An Oath Commissioner shall hold office initially for a term of three years from the date of his appointment:
Provided that the Islamabad High Court may curtail the term if it thinks fit to do so.
Provided further that the High Court may relax the conditions regarding eligibility and duration of the term of an Oath Commissioner on compassionate grounds or in public interest for reasons to be recorded in writing for such relaxation.
- (vi) The number of Oath Commissioners in each District/Division will be determined by the High Court from time to time.
- (vii) 30% seats of Oath Commissioner shall be reserved for advocates who are suffering from permanent disability, old age lawyers and retired employees of Judiciary.
Provided that the concerned District & Sessions Judge shall verify factum of disability, old age, infirmity and inability of the applicant Advocates which shall include a disability certificate or a medical certificate from the Professor/senior doctor of the concerned Government Hospital duly verified and forwarded by the Medical Superintendent.
- (viii) The District & Sessions Judges, while recommending cases of extensions, shall keep in mind that cases of extensions shall be decided by the High Court on merits, therefore, the High Court is sanguine that before transmitting the cases, the concerned District & Sessions Judge shall make a report qua past conduct of the applicant/Oath Commissioner by stating that there was no complaint against the applicant and the grounds taken are verified by him in all respects.
Provided that the High Court may extend the tenure of an Oath Commissioner for second term of three years. However, there will be no third extension.
- (ix) Oath Commissioners shall follow the rules and instructions contained in Chapter 12, Part A and B, Volume IV of the High Court Rules and Orders.
- (x) Oath Commissioners shall maintain a register or registers which shall contain all the particulars with respect to each affidavit sworn before them as mentioned in the rules and instructions.
- (xi) The registers shall be open to inspection by the concerned District & Sessions Judge or any officer nominated by him.

02.

This issues with the approval of Competent Authority.

(NEELAM JEHAN KHAN)
ASSISTANT REGISTRAR (GENL.)
FOR REGISTRAR

The Manager,
Printing Corporation of Pakistan Press,
University Road,
Karachi.

Copy to:-

1. The Secretary to Hon'ble Chief Justice.
2. The Private Secretaries to Hon'ble Judges.
3. P.S to Worthy Registrar.
4. P.A to Learned MIT/Director General, Human Rights Cell of this court.
5. The District & Sessions Judges (East & West), Islamabad.
6. Secretary, Islamabad Bar Council, Islamabad.
7. The President, Islamabad High Court Bar Association, Islamabad.
8. The President, Lahore High Court Bar Association, Rawalpindi Bench, Rawalpindi.
9. The President, District Bar Association, Islamabad & Rawalpindi.
10. The Advocate General for Islamabad.
11. The Additional Attorney General for Pakistan, Islamabad High Court Building.
12. P.A to Additional Registrars/AMIT
13. Deputy Registrar (Conf.) with reference to letter dated: 09.05.2019/R&RO.
14. Deputy Registrar (Judl.) with the request to circulate the same among the concern branches.
15. Office File.

(NEELAM JEHAN KHAN)
ASSISTANT REGISTRAR (GENL.)
FOR REGISTRAR

Annex-A

**APPLICATION FORM FOR APPOINTMENT AS OATH COMMISSIONER IN THE
ISLAMABAD CAPITAL TERRITORY**

1. Name, _____

2. Parentage, _____

3. CNIC No. _____

4. Date of Birth, _____

(Attach attested copy of matriculation certificate or other attested proof of age)

Attested Photo
Graph of applicant
to be pasted

5. Address, _____

6. Date of enrolment as an Advocate (Attach attested copy of enrolment
Certificate) _____

7. Place of Practice, _____

8. Division for which application is made, _____

9. Particulars of all earlier appointments as Oath Commissioner and the periods of such
appointments, _____

10. Whether his term was ever curtailed by the High Court, _____

11. Special category, if any, for seeking Appointment, _____

12. Declaration by the applicant,

I hereby declare that I shall be bound by the rules/directions pertaining to the
appointment of the Oath Commissioner and shall have no objection if my license is
cancelled for non-compliance of any of the rules notification or directions issued. I shall
properly maintain the register and accounts and shall regularly submit the same for
inspection to the authority concerned.

13. Documents to be attached,

Please ensure that the attested copies of the following documents have been attached with
application,

- a) Copy of CNIC
- b) Three Photos including the pasted one
- c) Copy of Bar Council I.D Card
- d) Enrolment Certificate
- e) Proof of employment (in case of retired employee)
- f) Copy of Medical Certificate (in case of disabled)

Yes	No

Signature of the applicant

14. Recommendation of the Bar Association with regard to suitability for appointment and report regarding honesty and integrity.

Signature of the President of
Islamabad Bar Association

15. Recommendation of the concerned District & Sessions Judge with regard to suitability for appointment and report regarding honesty and integrity.

Signature of the concerned District & Sessions Judge