

Request-139

**Deputy Registrar (M)**

As per query raised by the Learned Registrar (B) regarding allotment of power/work of the Hon'ble Inspecting Judges now Administrative Judge (Amended vide notification No. 89/VIII-C-151 dated 4-2-2000).

It is submitted that as per the Chapter-III of the High Court Rule, 1952 (Executive and Administrative Business of the Court). Rule 4, allocation of Administrative work of which is quoted below:

“ The following shall be the allocation of executive and administrative work between the Chief Justice, the Administrative Judges, the Administrative Committee and the Full Court:

(A) MATTERS FOR THE CHIEF JUSTICE

- 1- General supervision and control of subordinate courts and the Vigilance Cell subject to these Rules.
- 2- Co-ordination of the work of different Committees and the Administrative Judges.
- 3- Constituting Committees of Judges to examine any specified matter.
- 4- Assigning districts to Administrative Judges.
- 5- Mid-term posting and transfer of officers of the subordinate judiciary, in consultation with two (two members of the Administrative Committee).
- 6- Inter-district transfers of the employees of the subordinate courts.
- 7- All residuary matters not allotted to any Committee or Administrative Judges.

(B) MATTERS FOR ADMINISTRATIVE JUDGES

- 1- Review of judicial work of subordinate courts, tribunals, district consumer forums and all other special courts and control of their working including inspection thereof, to record entries in the character rolls of the officers posted in the division assigned to the Administrative Judges.

- 2- Perusal of returns, calendars, evaluation of inspection reports made by the Presiding Officers in respect of their own offices, audit reports received from those courts, tribunals etc. and to make orders thereon.
- 3- Any adverse remarks or strictures made by an Administrative Judge about judicial work, conduct or integrity of any officer under his charge will be communicated to the officer concerned, who may make his representations, if any, within a month and the same shall be placed before the Administrative Committee for consideration and decision.
- 4- Grant of earned leave to officers posted in the sessions division under the charge of the Administrative Judge.
- 5- Grant of casual leave (including special casual leave) and permission to leave near a quarters to the District and Sessions Judge, presiding officers of the tribunals and special courts etc. howsoever designated.
- 6- Disposal of appeals against orders of punishment imposed on a representations etc. of the employees of the subordinate courts.

(C) MATTERS FOR THE ADMINISTRATIVE COMMITTEE

- 1- Annual postings and transfers of officers of the subordinate judiciary.
- 2- Deputation of officers of the subordinate judiciary and their withdrawal.
- 3- Consideration of the preliminary report in disciplinary matters and directing holding of disciplinary enquiry against officers of the subordinate judiciary.
- 4- Suspension of officers of the subordinate judiciary pending disciplinary enquiry.
- 5- Award censure entries to officers of subordinate judiciary.

- 6- Temporary promotion of officers to the cadres of Civil Judges and Chief Judicial Magistrates.
  - 7- Confirmation, promotion to selection grade, supersessions and reversions of officers of the subordinate judiciary.
  - 8- Investiture of powers on officers of the subordinate judiciary.
  - 9- Creation and abolition of posts.
  - 10- Issuing circulars and general letters for the guidance of subordinate courts. Copies of such circulars and general letter shall be sent to all the Judges of the Court for information.
  - 11- Fixing working hours, vacation for the subordinate courts, calendar and list of holidays for courts.
  - 12- Matters referred to the Administrative Committee by the Chief Justice.
  - 13- Matters in which the opinion of the High Court is sought for by the Union or the State Government.
  - 14- Permission to cross efficiency bar to officers of the subordinate judiciary.
  - 15- Finalisation of the list of holidays, working hours, vacations and calendars of the Court.
  - 16- Decision of the reports of Administrative Judge including annual confidential remarks recorded by him in respect of an officer in his charge.
  - 17- Consideration of representations against the decision of the Committee relating to adverse remarks and strictures.
- (D) MATTERS FOR THE FULL COURT
- 1- Direct recruitment of District Judges and recommendations to Government regarding promotion to the Cadre of District Judges.

- 2- Grant of supertime pay scale to officers of Higher Judicial Service, reduction in rank, premature retirement and refusal of extension beyond 58 years to officers of the subordinate judiciary.
- 3- Termination of services of temporary officers and probationers of the subordinate judiciary.
- 4- Subject to sub-clause 5 to clause B and sub-clause 4 (a) to Clause C, consideration of final reports of disciplinary enquires in respect of officers of the subordinate judiciary and taking decision as to punishment and further action.
- 5- Proposals as to legislation or changes in law.
- 6- Making and amending Rules of the Court.
- 7- Making and amending Rules for the guidance of subordinate courts.
- 8- General policy matters and matters affecting the powers and status of the Court.
- 9- Consideration of general annual report of administration of justice to be sent to Government.
- 10- Matters which the Chief Justice or the Administrative Committee or any five Judges may consider fit to be placed before the Full Court.

On 21-8-94 an order was issued by the then Hon'ble The Chief Justice (Mr. Justice S.S. Sodhi). The contents of order dated 21-8-94 is as appended below:

**ORDER**

The following shall be the allocation of work to Administrative Committee and Inspecting Judges (Administrative Judges):

**ADMINISTRATIVE COMMITTEE:**

- 1- Permission to retain Government accommodation by the Judicial officers beyond the prescribed period of 45 days in any Judgeship on their transfer from that Judgeship.
- 2- Proposals of District Judges regarding Civil Court land or building including purchase of houses for the Judicial officers and civil court staff.
- 3- Taking of any building on rent for court room or residence in any Judgeship.
- 4- Unauthorised accommodation/encroachment in land/premises of civil court.
- 5- Demand of Bar Association for giving land/building to the members of Bar for their chambers or for construction of Bar Association building, library etc.
- 6- Permission to go abroad to the Judicial officers.
- 7- Permission to raise loan from financial corporation or bank.

**INSPECTING JUDGES (ADMINISTRATIVE JUDGES):**

- 1- Matters relating to leave encashment and GPF advances of Judicial officers.
- 2- Matters relating to sanction of TA Bills and pre-audit bills of Judicial Officers.
- 3- Matters regarding realization of outstanding dues about rent, telephone charges etc.
- 4- Matters of subordinate courts, such as building telephone other than at Sl. No. 3.
- 5- Matters regarding auction of shops or any other property in Civil Court compound.
- 6- Matters regarding purchase and sale of Government vehicles provided to the District Judges and Chief Judicial Magistrates.

- 7- Other connected matters relating to Civil Court compound building and residence.
- 8- Complaints received in Administrative Vigilance Department (Preliminary Processing).
- 9- Signature on the Detention certificates of the Judicial officers detained for doing criminal work during summer holidays.
- 10- Order on the application for medical leave of the Judicial officers.
- 11- Representation regarding special increment (Family Planning).
- 12- Permission of sale or purchase of the moveable or immovable properties and permission to accept gifts.
- 13- Permission regarding joining classes, examinership, writing book, talks on radio and television, to deliver lecture etc.
- 14- Finalisation of pension, gratuity, insurance of retired or deceased Judicial Officers.
- 15- Request for appointment in Civil Court under Dying in Harness Rules.
- 16- Matters relating to monitoring cell meeting in the District.
- 17- Representation of the Judicial Officers against the remarks given by the District judges.

In this regard it is further submitted that as per records available after the order dated 21-8-94, any further detailed order on the subject matter has not been issued.


In this regard it is submitted that in the year 1994 the matters relating in respect of grant of permission to Judicial Officers to appear in the Competitive Examinations has been being sent to the respective Hon'ble Administrative Judges for their Lordship's perusal and orders. With regards to the subject

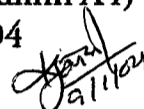
matter, a case as a precedent is being placed for kind perusal (Misc. file of Sri R.K. Jolly) to facilitate/meet out the matter.

If so approved, the aforesaid matter may kindly be placed before the Learned Registrar (Budget) for his goodself's further order/direction to the needful accordingly.

Encls.

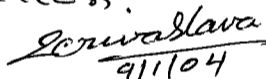
1. misc file of Sri R.K. Jolly
2. Misc file of Sri Subash Chandra
3. misc file (loose) of Sri N.K. Singh

  
09/11/04  
Section Officer (Admin A4)  
09-01-2004

  
09/11/04

Registrar (B)

Submitted for kind perusal  
and necessary action.

  
09/11/04