

HIGH COURT FOR THE STATE OF TELANGANA: HYDERABAD

NOTIFICATION

ROC NO:1003/SO/2023

Dated:22.02.2024

Pursuant to the directions given in the Judgment dated 04.01.2024 by the Hon'ble Supreme Court of India in W.P.(C) No. 643 of 2015 (All India Judges' Association Vs. Union of India and Ors.), the Committee for Service Conditions of the District Judiciary (in short CSCDJ) constituted by the Hon'ble the Chief Justice of the High Court for the State of Telangana, formulate the following Standard Operating Procedure (SOP) for proper implementation of the recommendations of the SNJPC, including pay, pension, allowances and all allied matters and to facilitate settlement of claims and disbursal of such allowances as approved by the Hon'ble Apex Court, including the payment of arrears of salary, pension, financial and other benefits to Judicial Officers, retired Judicial Officers and family pensioners of the State of Telangana.

STANDARD OPERATING PROCEDURE (SOP)

1. The Law Department, Government of Telangana, with the concurrence of the Finance Department shall come up with the Government Resolution/Notification/Order, on each and every pay, allowances and other benefits and facilitate for implementation of the recommendations of the SNJPC as accepted by the Hon'ble Supreme Court of India or any directions issued by the CSCDJ immediately.

2. While formulating Resolution/Notification/Order on each and every pay and allowances, the effective dates, as recommended, shall be distinctly mentioned and the Major/Minor Head of Accounts from which the current and arrear claims/of pay and allowances are to be drawn/reimbursed shall also be mentioned.
3. For drawal of the arrears of salary and allowances and other benefits to the Judicial Officers and service and retiral and other benefits to the retired Judicial Officers and family pensioners within the time limit as fixed by the Hon'ble Supreme Court of India, Law Department, in consultation with the Finance Department, Govt. of Telangana, shall timely place sufficient funds, in appropriate Head of Accounts, at the disposal of the respective Heads of Department /Drawing and Disbursing Officers for the said purpose. If required, sufficient funds shall be made available by resorting to the process of re-appropriation of available savings with the departments concerned in a time bound manner.
4. If the arrears of pay and allowances and other benefits to the serving Judicial Officers and service/retiral benefits and other benefits to the retired Judicial Officers and family pensioners have not been disbursed by their respective Heads of Departments/Drawing and Disbursing Officers as per previous orders of the Hon'ble Supreme Court, they shall be paid forthwith and compliance reports be submitted to the Registrar General of the Hon'ble High Court for onward submission of such compliance reports before the Hon'ble Supreme Court.
5. The Judicial Officers/Pensioners/family pensioners shall not be harassed in any manner, by any of the authorities concerned in

the smooth release of pay and allowances/service and retiral benefits and other benefits.

6. For smooth implementation of the orders of the Hon'ble Supreme Court and directions of the CSCDJ Committee and redressal of grievances of the Judicial Officers, Pensioners and Family Pensioners, the following Authorities are declared as "Nodal Agencies" at the High Court Level and District Level;

HIGH COURT LEVEL NODAL AGENCY:

1. Registrar (Administration), High Court for the State of Telangana (Convenor)
2. Deputy Registrar, High Court for the State of Telangana
3. Section Officer, High Court for the State of Telangana
4. Medical Officer, High Court Dispensary.

6.1 The above High Court Level Nodal Agency shall monitor and take effective steps for carrying out the directions of the CSCDJ and for redressal of grievances of Judicial Officers (both serving and retired including family pensioners or their legal heirs/dependents) if any, brought to the notice of the said Nodal Agency by the Unit Heads, who are the Chairmen of District Level Committees or by the Nodal Officer, who is the member of the CSCDJ.

6.2. The Registrar (Administration) shall collect the details of the Judicial pensioners and family pensioners with their addresses and contact numbers and place the same in the website of the High Court and the District Court.

6.3. The Registrar (Administration) shall also place the phone numbers of all the Chairmen of District Level Committees and also the Nodal Officers of High Court in the District

website and also on the High Court website duly updating on quarterly basis.

- 6.4 The Registrar (Administration) shall place this Standard Operating Procedure (SOP) in the official website of the High Court and take steps for placing the same in the Official website of District Courts.
- 6.5 The Registrar (Administration) shall communicate the above SOP to all the concerned for effective implementation of the same.
- 6.6 The Registrar (Administration) shall prepare the contact details of these Nodal Agencies at the District Level and State Level and upload the same in the website of the High Court, together with the details of the Nodal Officers.
- 6.7 The Registrar (IT-cum-Central Project Coordinator), shall provide necessary Technical and IT related Support to the High Court Level Nodal Agency.
- 6.8 Medical Officer, High Court Dispensary shall promptly scrutinize the pertaining to the Judicial Officers (serving, retired and Family Pensioners) in the twin cities of Hyderabad and countersign, the same without any delay, not later than seven days from the date of receipt of the said medical bills.

DISTRICT LEVEL COMMITTEE ON SNJPC:

1. Prl. District and Sessions Judge/Chief Judge, City Civil Court, Chairman (for the Judicial Officers (serving and retired including family pensioners) of twin cities, Hyderabad/Secunderabad).

2. Collector and District Magistrate concerned.(Member)
 3. District Medical and Health Officer (DMHO) concerned. (Member)
 4. District Treasury Officer concerned. (Member)
 5. Superintendent Engineer (S.E.), R&B Department concerned. (Member)
- 6.9. The said District Level Committees shall take positive and effective steps for implementation of the orders of the Hon'ble Supreme Court and directions of CSCDJ for disbursement of pay and allowances of serving Judicial Officers, who are working in the district and pensionary benefits to the retired Judicial Officers including family pensioners, who are drawing pensionary benefits in the districts.
- 6.10 If any problem arises in implementation of the orders of the Hon'ble Supreme Court or directions of the CSCDJ, the said Committee may refer the matter to the High Court Level Nodal Agency, which will place the matter before the CSCDJ, for redressal of such grievances.
7. All the authorities concerned, shall take effective steps for computation and disbursement on account of arrears of salary, pension and allowances due and payable to Judicial Officers, retired Judicial Officers and family pensioners on or before **29th February, 2024** as directed by the Hon'ble Supreme Court in Para 87 of the Judgment.
 8. The Judicial Officers/Pensioners/family pensioners, having any grievances/issues regarding release of their arrears of pay and allowances or pensionary and other benefits including medical bills, they shall bring the same to the notice of the Chairman of the District Level Committee and also to the Nodal Officer of CSCDJ.

9. The Competent Authorities / Nodal Agencies, who are responsible for payment of pay and allowances, pensionary and other benefits payable or due, to the judicial officers, pensioners and family pensioners, shall take positive and effective steps for implementation of the orders of the Hon'ble Supreme Court and the directions of the CSCDJ or District Level Committees from time to time and shall see that the benefits are credited into the accounts of the said beneficiary promptly not later than seven days from the date of receipt of the proposals /bills by the said Authorities.
10. Any deviation of these instructions will be viewed seriously.

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22/2/24
REGISTRAR GENERAL