

HIGH COURT OF JAMMU & KASHMIR AND LADAKH AT JAMMU
(Chief Justice's Secretariat)

Subject:-Initiation of process for transfer of divisional cadre staff of the Subordinate Courts in the UTs of Jammu & Kashmir and Ladakh.

NOTICE

No. 02 of 2022/PSY

Dated 01-01-2022

1. Whereas, the Transfer Policy issued vide Order No. 405/2021/RG/PSY dated 14.06.2021, provides for effecting transfers of Subordinate Courts staff in a calendar year ordinarily in the Month of April/May, regarding which a mechanism is provided for seeking preferences of postings in the month of January from those staff members who shall be due to be transferred in the month of April/May;
2. Whereas, Hon'ble the Chief Justice has been pleased to permit initiating the process for effecting annual transfers;
3. Therefore, divisional cadre Subordinate Courts staff members in the UT of Jammu & Kashmir and UT of Ladakh who have already completed their tenure of posting on their present post/station in terms of the aforementioned Transfer Policy are hereby asked to submit their preferences for their next posting on the proforma enclosed as Annexure-A, through online submission of form.
4. A link for online submission of forms shall be available on the website of the Hon'ble High Court of Jammu & Kashmir and Ladakh which can be accessed by the Subordinate Courts staff.
5. Preferences of posting shall be submitted in a period of 30 days from the date of uploading of Notice on the official website.
6. It is notified for the benefit of the Subordinate Courts staff that the preferences may be given strictly in accordance with the parameters laid down in the Transfer Policy, and the preferences that are not in accordance with the Transfer Policy shall be invalid and it shall be deemed that the concerned staff member has not given any preference.



7. It may be borne in mind that making preferences of posting shall be not construed as accrual of right in favour of the concerned staff members to be given posting as per their preference. The appropriate authority empowered to make transfers shall consider the preferences on the basis of administrative convenience and subject to availability of post/posts on a particular station.

By Order.


(Rajeev Gupta)

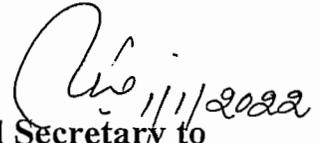
Principal Secretary to
Hon'ble the Chief Justice

No. 594-598/PSy of 2022

Dated 01-01-2022

Copy forwarded to the: -

1. Registrar General, High Court of J&K and Ladakh, Jammu.
2. Registrar Vigilance, High Court of J&K and Ladakh, Jammu.
...for information.
3. All Principal District and Sessions Judges of the UT of J&K and UT of Ladakh,
.....for information and circulation among staff members in the Subordinate Courts in their jurisdiction.
4. CPC e-Courts High Court of J&K Jammu for uploading on the official website.
5. Order Book.


Principal Secretary to
Hon'ble the Chief Justice

Annexure-A

1. **Name of the Employee:**
2. **Designation:**
3. **Present Place of Posting:**
4. **Name of the station on which posted:**
5. **Date of initial appointment:**
6. **Home District (on the basis of which initial appointment was made):**
7. **Date of entry into present grade:**
8. **Preferences:-**
 - (i):
 - (ii):
 - (iii):
9. **Particular reason for making such preferences:**
10. **The number of years already spent on the station(s) for which preference is exercised:**
 - (i):
 - (ii):
 - (iii):
11. **Previous place/station from which the staff member was transferred to the present post/station:**
12. **Any other information which the staff member may wish to provide:**