

HIGH COURT OF JAMMU AND KASHMIR & LADAKH

(Office of the Registrar General Camp at Jammu)

Subject: Sanction of TA/DA in favour of the High Court Staff-
Issuance of instructions regarding.

ORDER

No.: 1493 of 2024/RG

Dated: 07.10.2024


Whereas, every now and then, it is being observed that the applications submitted by the Officers/officials of the High Court Registry regarding the drawal of TA/DA sans the requisite administrative orders by virtue of which they performed the official duties outside their place of postings. Besides this, due to the change of roster of the Hon'ble Judges of the High Court of J&K and Ladakh from Srinagar to Jammu and vice versa, some of the personal staff members also accompany the Hon'ble Judge(s) to perform their official duties and after their return to the actual headquarter apply for drawal of TA/DA without enclosing therewith the administrative order issued by the Registrar Judicial of the concerned Wing of the High Court.

Whereas, the registry faces difficulties in processing such applications in absence of any administrative orders issued by the concerned Officers, which results in the delay of disposal of such applications and such omission may attract audit objection in future.

Whereas, the matter was placed before Hon'ble the Chief Justice for soliciting further instructions and as desired, it is hereby ordered for its strict compliance by all concerned:-

- 1) Registrar Judicial, High Court Wing, Jammu / Srinagar and the Addl. Registrar (Admn.) High Court (Main Wing) or any authorized officer shall issue formal administrative order regarding movement of personal staff member(s) from Srinagar to Jammu and vice versa due to the change of roster of the Hon'ble Judge(s) after receiving a formal communication in this regard from the Secretary to the concerned Hon'ble Judge.
- 2) Likewise, in respect of other staff members, in the event of performing of any official duties which results change of headquarter, it be ensured that a formal administrative order in this regard is issued.
- 3) All Officers/officials of High Court Registry are also impressed upon to ensure that their applications for grant of TA/DA are duly appended with the aforesaid administrative order(s), failing which the application for drawal of TA/DA shall not be entertained and shall be rejected summarily.

By Order.


7/10/24
(Shahzad Azeem)
Registrar General
Dated: 07.10.2024

No.: 45119 - 33 /RG/GS

Copy of the above forwarded to the:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh;
2. Secretary to Hon'ble Mr./Mrs. Justice _____;
..... for information of their Lordships.
3. Registrar Vigilance, High Court of J&K and Ladakh, Srinagar;
4. Director, J&K Judicial Academy, Jammu/Srinagar;
5. Registrar Rules, High Court of J&K and Ladakh, Jammu/Srinagar;
6. Registrar (I.T) Computers, High Court of J&K and Ladakh, Srinagar;
7. Registrar Judicial, High Court of J&K and Ladakh, Jammu/Srinagar;

8. Registrar Administration/Management/Recruitment, High Court of J&K and Ladakh;
9. Joint Registrar (Judicial/Protocol), High Court Wing, Jammu/Srinagar;
10. Director Finance, High Court of J&K and Ladakh, Main Wing, Srinagar;
11. Accounts Officer, High Court of J&K and Ladakh, Jammu/Srinagar;
.....for information and necessary action.
12. Incharge NIC, High Court of J&K and Ladakh for information and with the request to upload the same on the High Court website.
13. Incharge Library, High Court Wing Srinagar/Jammu for information and for keeping the record of the same.
14. Order File


7/10/24.
Registrar General