

**RAJASTHAN HIGH COURT, JODHPUR**

**NOTIFICATION**

No. 03/SRO/2024

Date: 13.02.2024

The committee for Service Condition of the District Judiciary ( in short 'CSCDJ'), constituted in compliance of directions issued by Hon'ble Supreme Court in Writ Petition (Civil) No. 643 of 2015 hereby formulate the Standard Operating Procedure to oversee the implementation of the orders of Hon'ble Supreme Court with respect to the service conditions of the district judiciary and also to implement the recommendations of SNJPC, as approved by Hon'ble Supreme Court in respect of pay, pension, allowances and arrears thereof to Judicial Officers, Pensioners and Family Pensioners.

**STANDARD OPERATING PROCEDURE ('SOP')**

- Government of Rajasthan shall ensure that all necessary orders are issued to ensure the time bound compliance of directions passed by Hon'ble Supreme Court with regard to the SNJPC recommendations. The orders should be complete in all respects and specifically provide for effective dates and heads of accounts for payment of claims.
- Government of Rajasthan shall also ensure that necessary amendments in Rules and Orders are made to ensure the compliance of directions issued by Hon'ble Supreme Court either with regard to SNJPC recommendations or other orders with respect to the service conditions of the district judiciary.
- Registrar General, High Court of Rajasthan shall act as State level Nodal Officer to ensure effective and smooth disbursement of claims relating to Pay, Pension, Allowances and arrears thereof to Judicial Officers, Pensioners and Family Pensioners, in time bound manner.
- Following authorities are nominated as nodal officers to aid and assist the Registrar General in hasslefree disbursement of all claims relating to pay, pension, allowances and arrears thereof arising out of SNJPC recommendations as approved by Hon'ble Supreme Court :
  - Principal Secretary, Law & Legal Affairs Department, Govt. of Rajasthan;
  - Member Secretary, Rajasthan State Legal Services Authority;
  - Registrar(Administration), High Court of Rajasthan at Jodhpur;
  - Principal Secretary, Department of Finance, Govt. of Rajasthan;
  - Principal Secretary, Department of Medical & Health, Govt. of Rajasthan;
  - Principal Secretary, Public Works Department; Govt. of Rajasthan;

*C.P. Singh*  
13/2/2024

- Principal District & Sessions Judges of all Judgeships of Rajasthan;
  - Heads of Departments of all Courts/ offices/ departments/authorities etc. where Judicial officers are or have been posted;
  - Director of Pension Department, Govt. of Rajasthan;
  - Director State Insurance Department, Govt. of Rajasthan;
  - Director Provident Fund, Govt. of Rajasthan;
  - Director Treasury and Accounts, Govt. of Rajasthan;
  - Joint Registrar(Accounts), High Court of Rajasthan at Jodhpur;
  - Joint Registrar, (Establishment/RJS) High Court of Rajasthan at Jodhpur.
- The nodal officers shall ensure that all the concerned claims relating to pay, pension, allowances and arrears thereof are disbursed by 29.02.2024.
  - The nodal officers shall submit compliance report as to disbursement in the first week of March to Registrar General, High Court of Rajasthan. Registrar General will further submit the compliance report before the committee (CSCDJ).
  - Registrar (Administration), Rajasthan High Court, Jodhpur will cause to be prepared the necessary database with the assistance of Registrar cum CPC. Nodal officer of CSCDJ shall extend co-operation in this regard and supervise the updation of Database on quarterly basis.
  - The SOP shall be published on the Website of Rajasthan High Court.
  - The Contact details of State Level Nodal officer shall be published on the website of Rajasthan High Court.

By order,

*C. P. Sharma*  
Registrar General  
Ex-officio Secretary of CSCDJ  
13/2/24

**Gen/XV/10/2024/279**

**Date : 13.02.2024**

Copy forwarded to following:-

1. The Principal Secretary to Government, Law Department-Cum-Legal Remembrance, Rajasthan, Jaipur .
2. The Superintendent, Government Central Press Rajasthan Jaipur for publication in the next issue of the Rajasthan Rajpatra.
3. Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Rajasthan High Court.
4. P.S. to All the Hon'ble Judges, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.

5. Registrar (Admn.), Rajasthan High Court, Jodhpur/Jaipur Bench Jaipur.
6. All Registrars/O.S.D., Rajasthan High Court, Jodhpur/Jaipur Bench Jaipur
7. Registrar, Rajasthan High Court, HQR Delhi, Bikaner House, Shahjhan Road New Delhi-110011.
8. Member Secretary, Rajasthan State Legal Services Authority, Jaipur.
9. Principal Secretary, Department of Finance, Govt. of Rajasthan, Jaipur.
10. Principal Secretary, Department of Medical & Health, Govt. of Rajasthan, Jaipur.
11. Principal Secretary, Public Works Department; Govt. of Rajasthan, Jaipur.
12. All the District & Sessions Judges with the direction to circulate it amongst all the Presiding Officers of their Judgeships/ Heads of Departments of all Courts/offices/departments/authorities etc. where Judicial officers are or have been posted
13. Director, Rajasthan State Judicial Academy, Jodhpur.
14. Dr. Padam Kumar Jain, Retired Judicial Officer in the Cadre of District Judge.
15. Director of Pension Department, Govt. of Rajasthan, Jaipur.
16. Director State Insurance Department, Govt. of Rajasthan, Jaipur.
17. Director Provident Fund, Govt. of Rajasthan, Jaipur.
18. Director Treasury and Accounts, Govt. of Rajasthan, Jaipur.
19. Joint Registrar(Accounts), High Court of Rajasthan at Jodhpur.
20. Joint Registrar(Establishment/ RJS) , High Court of Rajasthan at Jodhpur.
21. All Joint Registrars/ Deputy Registrars/ Assistant Registrar, Rajasthan High Court, Jodhpur/ Jaipur Bench Jaipur.
22. Financial Advisor, Rajasthan High Court, Jodhpur.
23. All Assistant Registrars/ Court Officers, Rajasthan High Court Jodhpur/ Jaipur Bench Jaipur.
24. Senior Librarian, Rajasthan High Court, Jodhpur/ Jaipur Bench Jaipur.
25. All Administrative Officer Judicial, Rajasthan High Court, Jodhpur/Jaipur Bench, Jaipur.
26. C.A.-cum-A.O.J., Rajasthan High Court, Jodhpur
27. All the A.A.Os./Accountants/ Junior Accountants, RHC, Jodhpur/ Bench Jaipur

*C. P. Sharma*  
**REGISTRAR GENERAL**

13/4/2024