

RAJASTHAN HIGH COURT, JODHPUR

STANDING ORDER

No.11/SO/2017

Date : 18.04.2017

RAJASTHAN HIGH COURT POOL CAR INSTRUCTIONS

In supersession of all previous circular(s)/order(s)/instruction(s) regarding allotment of Pool Cars to the Hon'ble Judges of the High Court, the Chief Justice, Rajasthan High Court issues the following Instructions for utilisation of 'Pool Cars'.

1. Short title and commencement:-

- (a) These Instructions shall be called "Rajasthan High Court 'Pool Car' Instructions 2017".
- (b) The Instructions shall come into force immediately.

2. Definitions:-

In these Instructions, unless the context requires otherwise:-

- (a) 'Court' means High Court of Judicature for Rajasthan.
- (b) 'Chief Justice' means the Hon'ble Chief Justice of the Rajasthan High Court.
- (c) "Committee" means the Committee of Judges, nominated by the Chief Justice from time to time for the purpose of allotment of 'Pool Cars' to Judges of the Court.
- (d) "Controlling Officer" means the Registrar (Administration) of the Court or any other officer specifically designated in this behalf by the Chief Justice.
- (e) "Officer-in-Charge" means the Senior Deputy Registrar (Protocol) / Deputy Registrar (Protocol) or any other officer of the Court, specifically appointed in this behalf by the Chief Justice.
- (f) 'Judge' means sitting Hon'ble Judge of the Rajasthan High Court.

3. Allotment of 'Pool Cars':-

- (i) Subject to availability, the Committee, on the request of the Judge, may provide a 'Pool Car' to a Judge for his personal

use for a period not exceeding 4 days at a time; subject to the condition that the Judge of the Court is also accompanying.

Provided that the Chief Justice for sufficient reasons to be recorded, may extend it to a maximum of 7 days only.

(ii) Only one 'Pool Car' shall be allotted to a Judge at any given time.

Provided that the Chief Justice for special reasons to be recorded may allot more than one pool car to a Judge, at a given time.

(iii) The 'Pool Car' shall be allotted to a Judge on fuel basis.

(iv) The Pool Car may be used:-

(a) For journeys within State of Rajasthan and Delhi.

(b) For journeys outside Rajasthan except Delhi with the permission of Hon'ble the Chief Justice.

(v) The driver of the 'Pool Car' shall check the Car including its accessories, while taking its possession and shall get it checked by the officer-in-charge while handing over its possession.

(vi) The Pool Car will be made available for use on requisition in writing made to the Committee.

(vii) The allotment of a Pool Car on requisition will be made on principle of 'first come first serve'.

(viii) In case of break down of a official car, the Pool Car will be spared on requisition for the use by the Hon'ble Judge until the car is ready for use.

(ix) The concerned Judge will not be liable to pay any charges for utilization of Pool Car in case of allotment of Pool Car for official purpose or in case of break down of official car.

(x) The Pool Car when not in use will be parked in the premises

of High Court under the supervision of Officer-in-charge.

(xi) The Chief Justice may by order in writing dispense with or relax the requirements of any rule to such extent and subject to such conditions as the Chief Justice may consider necessary in any particular case considering the exigencies of the circumstances.

4. Responsibilities of the officer-in-charge:-

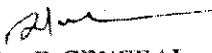
Subject to the over-all control and supervision of the Controlling Officer, the officer-in-charge will be responsible for the proper registration, use, care and maintenance of 'Pool Car' in accordance with the Instructions. He shall maintain:-

(a) The record of allotment of 'Pool Cars' to Judges in a separate Register prescribed in Schedule 1.

(b) A log book in the form prescribed by the State Government.

The officer-in-charge shall also submit half-yearly statement to the Committee about the expenditure incurred on the maintenance of the 'Pool Cars'.

BY ORDER

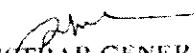

REGISTRAR GENERAL

No.RJ(CB/DR(P)/1/2017/170/

Date: 19.04.2017

Copy also forwarded to the following for information and necessary action:-

1. Registrar (Admn.)/(Vigilance)/ (Class.)/ (Rules)/ (Writs)/ (Exam.)/O.S.D.(F&I) /Registrar-cum-G.P.C., Rajasthan High Court, Jodhpur/Bench, Jaipur.
2. Registrar (Admn.), Rajasthan High Court Bench, Jaipur with the request that it may be circulated amongst the Hon'ble Judges through Private Secretaries and the officers at Jaipur Bench.
3. Registrar -cum- Principal Secretary to Hon'ble the Acting Chief Justice, Raj. High Court.
4. All Sr. Dy. Registrars, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
5. All Dy. Registrars, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
6. Private Secretaries to all the Hon'ble Judges, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
7. All Assistant Registrars, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
8. Senior Librarian, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
9. Technical Director, NIC, Rajasthan High Court Bench, Jaipur.
10. Senior System Analyst, NIC, Rajasthan High Court, Jodhpur.
11. AOJ, General Section/ Protocol Cell, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.


REGISTRAR GENERAL

SCHEDULE - 1

S.N o.	Car No.	Name of Hon'ble Judge	Period of Allotment	Extended period of allotment (if any)	Kilometers	
					At the time of allotment of Vehicle	At the time of return of Vehicle
1	2	3	4	5	6	7