

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGES (HQs), TIS HAZARI COURTS, DELHI

54351-611

No. _____Accounts/HQ/THC/2024-25

Dated 05 OCT 2024

CIRCULAR

Pursuant to the SOP/letter dated 11/09/2024, 30/09/2024 & 04/10/2024 issued by Hon'ble High Court of Delhi, New Delhi regarding implementation of directions of the Hon'ble Supreme Court of India, passed vide judgment dated 04/01/2024 in Writ Petition (C) No.643/20215, titled as "All India Judges Association Vs. Union of India" all Ld. Judicial Officers of Central District/RACC are hereby requested to submit the prescribed certificates available on Layers at the earliest in order to enable this office to submit the compliance report within the stipulated time. The aforesaid SOPs/letters are also uploaded on Layers for information and compliance.

It is significant to mention here that prescribed certificates enclosed herewith are illustrative in nature, except the Transport Allowance Certificate, as prescribed by Hon'ble High Court of Delhi. Further, all the Judicial Officers are requested to submit their duly filled certificates. However, **separate application may be moved by the Judicial Officers, addressed to the deputation Department in respect of deputation period served by him/her as per the admissibility for claiming allowances as approved by the Hon'ble Supreme Court.**

This Circular is issued with the prior approval of Ld. Principal District & Sessions Judge (HQ), Delhi.

54351-611
No. _____Accounts/HQ/2024-25

09/10/2024
(MURARI PRASAD SINGH)
Judge Family Court (Central)
Head of Office (HQ), THC, Delhi

Dated 05 OCT 2024

Copy forwarded alongwith **relevant prescribed certificates** to :-

1. The Registrar General, Delhi High Court, with the request to circulate the same amongst the Judicial Officers posted at Hon'ble High Court of Delhi on deputation/diverted capacity.
2. PS to Ld. Principal District & Sessions Judge (HQs), Delhi, Room No. 302-A, THC, Delhi.
3. All Judicial Officers of Central District, Tis Hazari Courts and Rouse Avenue Courts.
4. The Ld. Principal District & Sessions Judge-cum-Special Judge (PC Act)(CBI), Rouse Avenue Courts, New Delhi, with the request to circulate the same amongst the Judicial Officers.

Continued on page....2/-

5. The Ld. Principal Judge, Family Courts, Dwarka, Delhi, with the request to circulate the same amongst the Judicial Officers posted at Family Courts, Delhi / New Delhi.
6. The Director, Delhi Judicial Academy, Dwarka, Delhi, with the request to circulate the same amongst the trainee Judicial Officers & Judicial Officers posted at Judicial Academy in diverted / deputation capacity.
7. The Member Secretary, Delhi State Legal Service Authority, Rouse Avenue Courts, Delhi, with the request to circulate the same amongst the Judicial Officers posted at DSLSA on Deputation/Diverted Capacity.
8. All Ld. Head of Office / Drawing & Disbursing Officers, West (THC), New Delhi (PHC), East, North- East & Shahdara (KKD), South and South-East, (Saket), North & North-West (Rohini) and South-West (Dwarka) **with the request to convey the same to the Judicial Officers who have proceeded on deputation/diverted capacity from their respective Districts.**
9. All Judicial Officers posted at Juvenile Justice Board, Delhi/New Delhi.
10. Railway Magistrate, Old Delhi Railway Station, Delhi.
11. **Website Committee with the request to upload the same on the website of the District Courts along with proforma of certificates and SOPs./letters**
12. Website committee for uploading the same on LAYERS.
13. Grievance Cell is requested to communicate to retired Judicial Officers / Family Pensioners about the circular and SOPs.
14. All the Judicial Officers presently on deputation be also communicated through R&I Branch, Central District, THC, Delhi.
15. All the deputation departments (as per standard deputation list of this office) through R&I Branch, Central District, THC, Delhi for necessary compliance.

09/10/2024
Judge Family Court (Central)
Head of Office (HQs), THC, Delhi

(Approved by the Committee of Hon'ble High Court of Delhi)

CERTIFICATE (in r/o Transport Allowance)

I, _____ (Name of the Judicial Officer),
_____ (Designation/ Posting) do hereby
certify that I have used car bearing no. _____ registered in my name or in
the name of my spouse/ mother/ father/ son/ daughter namely _____ for
my conveyance and have spent an amount of Rs. _____ towards driver's salary
and maintenance of the car for the period from _____ to _____. I further
certify that I have not/ have (mention the one which is applicable) utilized the services of my
driving-knowing office attendant/ peon/ orderly, etc. for driving my car, on an almost regular
basis, for official purposes. I have also not availed pool car/ official car facility during this period
for my conveyance from Residence to Court and vice versa.
Accordingly transport allowance for the period from _____ to _____ may be
reimbursed to me as per my entitlement and rules.

Name/ Designation/ Signature

CERTIFICATE in r/o Petrol/Diesel

I _____, DHJS/DJS hereby certify that I had not availed the pool car facility provided by the office from _____ to _____. It is further informed that since my entitlement was 75 Litres per month during the aforesaid period, so I had applied accordingly, whereas I had actually utilized 100 Litres **OR** _____ litres per month **Petrol/Diesel (Tick one)** during the said period for my conveyance for **Official/ Personal** journey (Tick one).

It is therefore requested that balance _____ Litres Per month as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the abovesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department or department may recover the excess payment from my pay & allowances.

(_____)

Name : _____

Designation _____

Emp Code _____

(Approved by the Committee of Hon'ble High Court of Delhi)

(For Retired Judicial Officer)

Certificate (in r/o Transport Allowance)

I, _____ (Name of the Ex-Judicial Officer),
_____ (Ex-DHJS/Ex-DJS) do hereby certify that I
have used car bearing no. _____ registered in my name or in the name of
my spouse/ mother/ father/ son/ daughter namely _____ for my
conveyance and have spent an amount of Rs. _____ towards driver's salary and
maintenance of the car for the period from _____ to _____. I further certify
that I have not/ have (mention the one which is applicable) utilized the services of my driving-
knowing office attendant/ peon/ orderly, etc. for driving my car, on an almost regular basis, for
official purposes. I have also not availed pool car/ official car facility during this period for my
conveyance from Residence to Court and vice versa. I have retired from services on
_____.

Accordingly transport allowance for the period from _____ to _____ may be
reimbursed to me as per my entitlement and rules.

Name/ Designation/ Signature

(For Retired Judicial Officer)

Certificate in r/o Petrol/Diesel

I _____, (Ex-DJS) hereby certify that I had not availed the pool car facility provided by the office from _____ to _____. It is further informed that since my entitlement was 75 Litres per month during the aforesaid period, so I had applied accordingly, whereas I had actually utilized 100 Litres **OR** _____ litres per month **Petrol/Diesel (Tick one)** during the said period on my conveyance for **Official/ Personal** journey (Tick one). I have retired from services on _____.

It is therefore requested that balance _____ Litres Per month as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the abovesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

()

Name : _____

Designation _____

Emp Code _____

Email _____

(For Retired Judicial Officer)

CERTIFICATE in r/o Home Orderly Allowance

I, _____ (Ex-DHJS / Ex-DJS) had earlier been reimbursed towards hiring of One/Two Peon-cum-Orderly/orderlies for the period from _____ to _____ as per previous entitlement, against payment of prevailing minimum wages for unskilled worker as notified by the Govt. of NCT of Delhi from time to time, at my residential Camp office every month. I have retired from service on _____.

It is therefore requested that differential amount as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the aforesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

()

Name : _____

Designation _____

Emp Code _____

Email _____

(For Retired Judicial Officer)

CERTIFICATE in r/o Newspaper and Magazine

I _____ (Ex- DHJS / Ex- DJS) had earlier been reimbursed One / Two Newspaper and One / Two Magazine charges as per my previous entitlement for the period from 01.01.2020 to _____ and I had submitted restricted bills at that time. I have retired from services on _____. However, I have actually incurred Rs. _____ (Rupees in words _____) per month on purchase of Newspaper and Magazine charges as per my current entitlement in terms of SNJPC.

It is therefore requested that differential amount as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the abovesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

(_____)

Name : _____

Designation _____

Mobile _____

Email _____

(For Retired Judicial Officer)

CERTIFICATE in r/o Domestic Help Allowance

It is certified that I _____(Ex-DHJS / Ex-DJS) had earlier been reimbursed for hiring of domestic help during the period from _____to _____as per my previous entitlement. However, I had actually incurred Rs. _____(Rupees in words _____) per month during the above said period.

It is therefore requested that differential amount as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the abovesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

(_____)

Name : _____

Designation_____

Mobile_____

Email_____

(For Family Pensioner)

CERTIFICATE in r/o Domestic Help Allowance

It is certified that I _____(Ex-DHJS / Ex-DJS) had earlier been reimbursed for hiring of domestic help during the period from _____to _____as per my previous entitlement. However, I had actually incurred Rs. _____(Rupees in words_____) per month during the above said period. My husband has retired from services on _____ and passed away on _____.

It is therefore requested that differential amount as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} may kindly be reimbursed to me for the abovesaid period.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

(_____)

Name : _____

Designation_____

Mobile_____

Email_____

(For Retired Judicial Officer)

CERTIFICATE in r/o Robe Dress Allowance

It is certified that I _____(Ex- DHJS / Ex- DJS) had earlier been reimbursed Robe Dress Allowance @ Rs. 6000/- for a block year of 3 years w.e.f 2016 onwards. I have retired from services on _____.

It is therefore requested that differential amount of all the block year claimed earlier by me as per my entitlement under SNJPC {as approved by Hon'ble Supreme Court of India vide judgment dated 04.01.2024 in WP (C) No. 643/2015} w.e.f 2016 onwards may kindly be reimbursed to me.

I also undertake that the excess amount (if any) received by me on revision of said allowance on implementation of the recommendations of SNJPC shall be refunded by me to the department.

(_____)

Name : _____

Designation_____

Mobile_____

HIGH COURT OF DELHI: NEW DELHI

No. 17859/CFM/DHC

Dated: 11.09.2024

From

The Registrar General,
High Court of Delhi,
New Delhi – 110003,

To

The Principal District & Sessions Judge (HQ),
Tis Hazari Court,
Delhi.

Sub: Regarding implementation of the directions of the Hon'ble Supreme Court passed vide judgement dated 04.01.2024 in Writ Petition (C) No. 643/2015 titled as "All India Judges Association Vs Union of India."

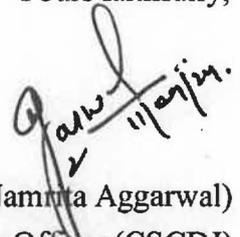
Respected Sir,

In pursuance of earlier letter on the subject captioned above and as per the directions of Authorities, I am hereby again forwarding you the Explanatory / Clarificatory Memorandum issued in pursuance of the SOP dated 29.02.2024 formulated by the "Committee for Service Conditions for District Judiciary" (CSCDJ) of the High Court of Delhi regarding various allowances payable to the Judicial Officers of Delhi as per the directions in Writ Petition (C) No. 643/2015 titled as "All India Judges Association Vs Union of India" for adherence and compliance.

Further, as per point 8(ii) of Special Pay for Administrative Work, you are requested to prepare a Uniform Policy in Consultation with other Ld. Principal District & Sessions Judges for payment of such allowance specifying the number of such committees to be formulated, number of members of each committee, number of meetings that such committee should hold in a year etc.

You are further requested to give your valuable comments and suggestions with respect to the Policy for Requisition of Private Accommodation by the Judicial Officers in case they are not provided with the government accommodation within one month of their joining service or transfer as the case may be.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Namrita Aggarwal', written in a cursive style.

(Namrita Aggarwal)
Presenting Officer (CSCDJ)
OSD/ Registrar (CFM)
For Registrar General

Encl: As above.

Explanatory/ Clarificatory Memorandum – issued in pursuance of the SOP dated 29.02.2024 formulated by the “Committee for Service Conditions of the District Judiciary” of the High Court of Delhi in compliance of the judgment dated 04.01.2024 of the Hon'ble Supreme Court passed in Writ Petition(Civil) No.643 of 2015 titled as "All India Judges Association Vs. Union of India and others".

1. Child Education Allowance:

(i) The reimbursement of Children Education Allowance shall continue to be done once in a financial year, after completion of the financial year, in accordance with the existing instructions issued by the Government pursuant to the recommendations of the Seventh CPC for Government employees. The reimbursement shall however be done on the basis of self certification by the judicial officer accompanied by copies of the tuition fee receipts or e-receipts.

(ii) In case the spouse of a judicial officer is also in judicial service or any other government service, only one of them shall claim Children Education allowance.

2. Concurrent Charge Allowance

(i) Concurrent Charge allowance shall be paid to a judicial officer where such officer holds charge of/ does the work of an additional Court/ post beyond a period of ten working days in a month.

(ii) Concurrent Charge allowance shall be admissible at the rate of 8% of the minimum of the pay scale of the additional post (basic pay) where the judicial officer holds charge of/ does the work of an additional Court/ post for more than 10 and up to 15 working days in a month; and at the rate of 10% of the minimum of the scale of the additional post (basic pay) where the judicial officer holds charge of/ does the work of an additional Court/ post for more than 15 working days in a month. In case the judicial officer holds charge of/ does the work of an additional Court/ post on a holiday that shall also be counted as a working day for the purposes of grant of this allowance.

(iii) Concurrent Charge allowance shall be admissible so long as, the judicial officer has done some judicial work in the nature of recording of evidence and

disposal of miscellaneous applications or bail applications, etc. (as opposed to merely granting adjournments or passing routine orders) or has handled substantial administrative work , on a daily basis, of the additional Court/ post. The judicial officer shall submit a brief summary of the work done (of the additional court/ post) to the concerned Principal District & Sessions Judge while making a request for claiming such allowance and the allowance shall be payable on the orders of the concerned Principal District & Sessions Judge.

(iv) A judicial officer shall not be entitled to any additional allowance/ payment in case he holds the charge of/ does the work of, more than one additional Court/ post. However, in case the judicial officer holds the charge of/ does the work of more than one additional Court/ post on different days (as opposed to doing the work of more than one Court on the same day) the cumulative number of days on which he has worked; and otherwise also the cumulative work done by him, shall be considered while considering his request for claiming such allowance.

3. Conveyance/Transport Allowance:

(i) Transport allowance at the rate of Rs 10,000 per month shall be paid with effect from 01.01.2016 to those judicial officers who own a car (which is registered either in the name of the judicial officer or his/ her spouse or parents) so as to cover the cost of maintenance and driver's salary. This amount shall be paid at an increased rate of Rs. 13,500 per month with effect from 01.01.2021.

(ii) The aforesaid amount shall be reimbursed to the judicial officers on the basis of self certification.

(iii) In addition to transport allowance, all judicial officers shall also be entitled to reimbursement of the cost of 100 litres of petrol/ diesel on the basis of self certification with effect from 01.01.2016.

(iv) The quantum of petrol/ diesel admissible for official cars stands raised to the actual consumption for official purposes as certified by the concerned officer and supported by a log book, which should be maintained. The judicial officers using official cars shall be permitted to use them for private purposes to the extent of 300 kms per month without the payment of any charges.

(v) The judicial officers shall be permitted to exhibit a sticker (with inscription 'Judge') at their option on the lower left side of the windscreen of two private cars which are owned/ used by the officer (and which are registered either in the name of the judicial officer or his/ her spouse or parents). Uniform stickers shall be used and the same shall be issued by the office of the concerned Principal District & Sessions Judge.

(v) Soft loan facilities to the extent of Rs ten lakhs for the purchase of car shall be extended to the judicial officers at a simple interest of 4% per annum (subject to final approval by the Government of NCT of Delhi). The loan process shall be simplified and the loan amount shall be disbursed within one month from the date of application.

4. Higher Qualification Allowance

(i) The decision regarding grant of one advance increment, on acquisition of Doctorate in Law by the judicial officer, shall be applicable with effect from 01.01.2016. Accordingly, if the judicial officer was already in service on 01.01.2016 and he had acquired Doctorate in Law prior to 01.01.2016 then he shall be granted this benefit with effect from 01.01.2016 and in case he has acquired Doctorate degree after 01.01.2016 then he shall be granted this benefit with effect from the date of acquiring Doctorate degree.

(ii) The increments shall be granted after approval of the concerned Principal District and Sessions Judge and subject to the condition that Doctorate in Law has been acquired from a UGC recognized University and in case the same has been pursued/ continued after the judicial officer had joined Judicial Service, the same was done after obtaining due permission from the High Court.

5. Home Orderly/Domestic Help Allowance:

(i) The Home-cum-office orderly allowance shall be available to the serving Judicial Officers at the following rates:

District Judges: Minimum wages for one unskilled worker as notified in the NCT of Delhi, subject to a minimum of Rs.10,000/- per month, with effect from 01.01.2016.

Civil Judges: 60% of the minimum wages for one unskilled worker as notified in the NCT of Delhi, subject to a minimum of Rs.7,500/- per month, with effect from 01.01.2016.

(ii) The judicial officers in District Judge, Super Time Scale, who had engaged two Home Orderlies in accordance with the current policy (as approved by the Government of NCT of Delhi), shall, in respect of one unskilled worker employed by them, be entitled for reimbursement of minimum wages as notified in the NCT of Delhi, subject to a minimum of Rs. 10,000/- per month, with effect from 01.01.2016. In so far as the second unskilled worker employed by them is concerned, they shall continue to avail reimbursement at the rate of 50% of the minimum wages as notified in the NCT of Delhi, with effect from 01.01.2016, as the said provision being more beneficial, can continue, subject to further decision by the Govt. of NCT of Delhi in this regard.

(iii) In case the spouse of a judicial officer is also in judicial service (or other government service where such allowance is admissible) both of them shall be entitled to separately claim such allowance/ reimbursement.

(iv) The said amount shall be reimbursed to the judicial officers on the basis of self certification.

6. Air Conditioner Allowance:

(i) In addition to camp office allowance/ furniture grant, the Judicial Officers shall also be entitled for reimbursement of the cost of one air conditioner once in 5 years i.e. for the Block year 2016-2020, Block year 2021-2025 and so on.

(ii) The upper limit regarding reimbursement of the cost of air conditioner shall be Rs.50,000/- plus applicable GST in a given block year.

(iii) The reimbursement of the cost of one air conditioner for the Block year 2021-2025 shall be made on production of a valid bill of purchase of the air conditioner from any dealer or through online mode.

(iv) The reimbursement of the cost of one air conditioner towards the Block year 2016-2020 shall be on self certification basis without the requirement of production of any bill in case one air conditioner has actually been purchased by the judicial officer after 01.01.2016 but prior to the issuance of this memorandum

or the reimbursement of the cost of one air conditioner towards the Block year 2016-2020 may be made on purchase of the same within 3 months of issuance of this memorandum, on production of a valid bill of purchase of the air conditioner from any dealer or through online mode.

(v) In case the spouse of a judicial officer is also in judicial service (or other government service where such allowance is admissible) both of them shall be entitled to separately claim such allowance/ reimbursement.

(vi) The prevalent practice in respect of retention of furniture shall continue in respect of Air Conditioners also after expiry of the block period.

7. L.T.C.:

(i) The judicial officers shall be permitted to avail one LTC and one HTC in a block of 3 years, with the restriction that both LTC and HTC cannot be availed during the same year.

(ii) For the purpose of claiming L.T.C./ H.T.C., the block years be taken as 2016-2018; 2019-2021; 2022-2024; 2025-2027 and so on.

(iii) The reimbursement shall be made subject to the condition that the tickets have been purchased either directly from the Airlines (from its physical office/ counter or from its website or from its mobile application) or from the agents authorized by the Government.

8. Special Pay for Administrative Work:

(i) As of now special pay for administrative work shall be admissible to the Principal District and Sessions Judges, Chief Metropolitan Magistrates, Senior Civil Judges, Administrative Civil judges, Controlling Officers and all judicial officers who have functioned / are functioning as Officer(s) Incharge of any branch in the Delhi District Courts or were/ are chairman or members of Centralized Committees constituted for all District Courts by Principal District & Sessions Judge (HQ) such as 'Centralised Computerisation Committee', 'Central Library Committee', Recruitment Committees', etc. as per the rates specified in the judgment dated 04.01.2024 of the Hon'ble Supreme Court.

(ii) As regards judicial officers engaged in other administrative work, the Principal District and Sessions Judges of all districts shall jointly prepare a uniform policy for payment of such allowance and also for entrusting administrative work to such other judicial officers. The policy shall be implemented with such modifications or otherwise as this Committee may direct.

9. Telephone Facility (including mobile phone facility)

The provisions already existing in Delhi are by and large more beneficial and therefore the same may be continued.

10. Medical Facilities

The Hon'ble Supreme Court has accepted the substantive recommendations of the SNJPC in this respect.

Accordingly, the judicial officers of Delhi shall continue to be provided medical facilities under the the Delhi Govt. Employees Health Scheme (DGEHS) [in addition to payment of fixed medical allowance in terms of the SNJPC report approved by the Hon'ble Supreme Court] at par with the medical facilities as are admissible to Members of Legislative Assembly subject to the additional beneficial provisions provided under the SNJPC Report which have been accepted by the Hon'ble Supreme Court and such further modifications/additions as this Committee may recommend in future.

11. House Building Advance

House Building Advance (HBA) shall be available to judicial officers for the purchase of a ready built house from private individuals also in terms of the House Building Advance Rules, 2017 subject to the following additional conditions:

- (i) the seller(s) should have a registered conveyance deed or sale deed or lease deed in his/ their favour;
- (ii) all monetary transactions should be through banking channels;
- (iii) wherever deemed appropriate, the Principal District and Sessions Judge(s) may get the market value of the house assessed with the

assistance of such government authorities as deemed appropriate so as to ascertain as to whether the sale consideration has been inflated.

12. Residential Quarters

If the Judicial Officer is not provided with government accommodation or requisitioned private accommodation within one month, then the Judicial Officer may secure private accommodation and should be paid rent in the following terms:

- (i) The minimum plinth area for the residential accommodation shall be 2500 sq. ft. for District Judge and 2000 sq. ft. for Civil Judge. If the plinth area of the proposed residential accommodation to be taken on rent exceeds the aforesaid specifications by 10% or less the Principal District Judge may grant approval in the matter; however if the same exceeds the aforesaid specifications by more than 10% but not more than 25% the Principal District Judge shall refer the matter to the High Court. The matter shall be placed before the Committee to consider matters relating to Welfare of Judicial Officers for consideration and thereafter before Hon'ble the Chief Justice for approval.
- (ii) If the rent of the private accommodation is within the admissible house rent allowance mentioned below, no fixation of rent is required, however, the concerned Judicial Officer shall certify the actual rent being paid.
- (iii) If the rent of the private accommodation is more than permissible house rent allowance, the rent shall be assessed by the concerned Principal District Judge with the assistance of PWD or such other government authority as the deemed fit.
- (iv) If the difference between the permissible house rent allowance and the rent assessed is up to 15% of the HRA the Principal District Judge may sanction the excess amount.

- (v) If the difference between the permissible house rent allowance and the rent assessed is more than 15% of the HRA the Principal District Judge shall refer the matter to the High Court for payment of the said amount unless the officer is ready to pay the differential cost.
- (vi) Wherever any such matter is referred to the High Court, the same shall be placed before the 'Committee to consider matters relating to Welfare of Judicial Officers' for consideration and thereafter before Hon'ble the Chief Justice for final approval. The Committee may sanction such additional amount not exceeding 50% of the HRA. Any further amount, exceeding 50% of the HRA, shall be borne by the judicial officer.
- (vii) The Office of the Principal District Judge may pay rent directly to the landlord, in case so requested by the judicial officer and in that case, the officer shall not be eligible to draw HRA.

The Principal District and Sessions Judges of all districts as well as the Judicial Service Association of Delhi shall give their comments/ suggestions for drawing up of a policy for requisitioning private residential accommodation by the office of Principal District and Sessions Judge(s) for providing the same to judicial officers, in case so required.

HIGH COURT OF DELHI: NEW DELHI

No. ¹⁹¹¹⁷ /CSCDJ/DHC
Dated: 30/09/2024.

From

The Registrar General,
High Court of Delhi,
New Delhi – 110003,

To

1. The Principal District & Sessions Judge (HQs), Tis Hazari Courts Complex, Delhi.
2. The Principal District & Sessions Judge (New Delhi), Patiala House Courts Complex, New Delhi.
3. The Principal District & Sessions Judge (South-West), Dwarka Courts Complex, New Delhi.
4. The Principal District & Sessions Judge (West), Tis Hazari Courts Complex, Delhi.
5. The Principal District & Sessions Judge (East), Karkardooma Courts Complex, Delhi.
6. The Principal District & Sessions Judge (South), Saket Courts Complex, New Delhi.
7. The Principal District & Sessions Judge (Shahdara), Karkardooma Courts Complex, Delhi.
8. The Principal District & Sessions Judge (North-West), Rohini Courts Complex, Delhi.
9. The Principal District & Sessions Judge (North), Rohini Courts Complex, Delhi.
10. The Principal District & Sessions Judge-cum-Special Judge (PC Act) (CBI), Rouse Avenue Court Complex, New Delhi.
11. The Principal District & Sessions Judge (South-East), Saket Courts complex, Delhi.
12. The Principal District & Sessions Judge (North-East), Karkardooma Courts Complex, Delhi.

13. The Director (Administration), Delhi Judicial Academy, Dwarka, New Delhi.
14. The Member Secretary, Delhi State Legal Services Authority, Rouse Avenue Court Complex, New Delhi.
15. The Registrar (Cash, Budget & Accounts), Delhi High Court.

Sub: Implementation of the judgment dated 04.01.2024 of the Hon'ble Supreme Court passed in Writ Petition (Civil) No.643 of 2015 titled as "All India Judges Association Vs. Union of India and others".

Sir/ Madam,

I am directed to refer to the judgment dated 04.01.2024 of the Hon'ble Supreme Court passed in Writ Petition (Civil) No.643 of 2015 titled as "All India Judges Association Vs. Union of India and others" as well as the communication dated 24.09.2024 conveyed by Government of India and communication dated 27.09.2024 received from the Special Secretary (Law, Justice & LA), Govt. of NCT of Delhi.

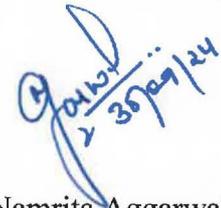
Accordingly, the Principal District & Sessions Judges as well as other relevant quarters shall immediately implement and disburse the allowances/ arrears of allowances etc., as mentioned in **Annexure X**, in terms of the aforesaid judgment of the Hon'ble Supreme Court. Further '*Committee for Service Condition of District Judiciary*' has formulated and approved certain modalities required to be adopted for disbursement of certain allowances as mentioned as enlisted in **Annexure Y** (as enclosed herewith). The Principal District & Sessions Judges as well as other relevant quarters shall comply with the said modalities and immediately implement and comply with the directions stated therein with respect to allowances specifically mentioned in **Annexure Y**.

Further, with respect to certain allowances as enlisted in **Annexure Z** (enclosed herewith), Govt. of NCT of Delhi is being requested to get the requisite

clarificatory/ supplementary/ explanatory Office Order/ Office Memorandum/ Notification issued in terms of the SOP dated 29.02.2024 for implementation of the same within the specified time limit.

The Principal District & Sessions Judge (HQs) is requested to send a copy of this communication alongwith the Annexures annexed herewith to all the Departments and institutions where our Judicial Officers are working or had been working on deputation and file compliance report with respect to payment of allowances and arrears to this Office within the specified time period. Further, all the Principal District & Sessions Judges as well as the other relevant quarters concerned shall submit separate compliance reports with respect to payment of allowances, arrears etc. to serving Judicial Officers, Retd. Judicial Officers and Family Pensioners latest by 22.10.2024.

Yours sincerely,



(Namrita Aggarwal)
Presenting Officer (CSCDJ)
For Registrar General

Encl.: As above.

Copy to:

1. The Member Secretary, National Legal Services Authority, B-Block, Ground Floor, Administrative Building Complex, Supreme Court of India, New Delhi.
2. The Principal Secretary(Law), Department of Law, Justice & LA, Government of NCT of Delhi, 8th Level, C-Wing, Delhi Secretariat, I.P. Estate, New Delhi – 110002.

Annexure X

List of approved allowances as per the judgment dated 04.01.2024 of the Hon'ble Supreme Court

1. House Building Advance
2. Children Education Allowance
3. City Compensatory Allowance
4. Concurrent Charge allowance
5. Conveyance/Transport Allowance
6. Dearness Allowance
7. Earned leave encashment
8. Electricity and water charges
9. Higher Qualification Allowance
10. Hill area/ Tough Location Allowance
11. Home orderly/Domestic Help Allowance
12. House Rent Allowance
13. Leave Travel Concession/Home Travel Concession
14. Medical Allowance / Medical Facilities
15. Newspaper and Magazine Allowance
16. Risk Allowance
17. Robe Allowance
18. Special Pay for Administrative Work
19. Sumptuary Allowance
20. Telephone Facility
21. Transfer Grant

Note 1: The payment of applicable allowances and arrears/ implementation of allied issues (except those mentioned in Annexure Z) is to be made/ done immediately in terms of the judgment dated 04.01.2024 of the Hon'ble Supreme Court (passed in Writ Petition (C) No. 643/2015 titled as "All India Judges Association v. Union of India") read with the modalities specified in Annexure Y.

Note 2: It is clarified that those aspects of the aforesaid allowances/ issues mentioned in Annexure Z shall be paid/ implemented only after subsequent issuance of the requisite clarificatory/ supplementary/ explanatory Office Order/ Office Memorandum/ Notification by Govt. of NCT of Delhi in respect of the aforesaid allowances/ allied issues mentioned in Annexure Z.

Note 3: The CSCDJ is of the opinion that the issues relating to additional medical facilities for judicial officers, requisitioning of private accommodation for judicial

officers, payment of additional quantum of HRA (where a judicial officer is constrained to privately avail a residential accommodation on rent) and payment of Special Pay for Administrative Work to chairpersons and members of various Committees require further deliberations and consultations. Hence the same are still under consideration of CSCDJ.

Annexure Y

Directions required to be issued to all the Principal District and Sessions Judges in respect of certain allowances and allied issues (enlisted in the judgment dated 04.01.2024) with respect to the modalities required to be adopted for disbursement/ implementation of the same.

1. Children Education Allowance:

(i) The reimbursement of Children Education Allowance shall continue to be done once in a financial year, after completion of the financial year, in accordance with the existing instructions issued by the Central Government/ Government of NCT of Delhi for Government employees. The reimbursement shall however be done on the basis of self certification by the judicial officer and on submission of copies of the tuition fee receipts or e-receipts.

(ii) In case the spouse of a judicial officer is also in judicial service or any other government service, only one of them shall claim Children Education Allowance.

2. Conveyance/Transport Allowance:

(i) Transport allowance at the rate of Rs 10,000 per month shall be paid with effect from 01.01.2016 to those judicial officers who own a car (which is registered either in the name of the judicial officer or his/ her spouse or parents or children) so as to cover the cost of driver's salary and maintenance of the car. This amount shall be paid at an increased rate of Rs. 13,500 per month with effect from 01.01.2021. Further transport allowance would be payable at a reduced rate of Rs 4,000 per month to those judicial officers, who are utilizing the services of their driving-knowing office attendant/peon/orderly, etc. for driving their car(s), on an almost regular basis, for official purposes. This allowance will not be admissible to judicial officers who have availed/ are availing the facility of pool car/ official car for their conveyance from residence to court and vice versa.

(ii) The aforesaid amount shall be reimbursed to the judicial officers on the basis of self certification as per format annexed herewith as '**Annexure-A**'.

(iv) The judicial officers shall be permitted to exhibit a sticker (with inscription 'Judge') at their option on the lower left side of the windscreen of two private cars

which are owned/ used by the officer (and which are registered either in the name of the judicial officer or his/ her spouse or parents or children). Uniform stickers (as are currently in use) shall be used and the same shall be issued by the office of the concerned Principal District & Sessions Judge.

3. Higher Qualification Allowance

(i) The decision regarding grant of one advance increment, on acquisition of Doctorate in Law by the judicial officer, is applicable with effect from 01.01.2016. Accordingly, if a judicial officer was already in service on 01.01.2016 and he had acquired Doctorate in Law prior to 01.01.2016 then he shall be granted this benefit with effect from 01.01.2016. In case an in service judicial officer has acquired Doctorate in Law after 01.01.2016 then he shall be granted this benefit with effect from the date of acquiring Doctorate in Law.

(ii) The advance increment on acquisition of Doctorate in Law shall be granted after seeking approval from the Delhi High Court in a manner as is done in case of grant of advance increments on acquisition of LL.M degree.

4. Special Pay for Administrative Work:

As of now special pay for administrative work shall be admissible to the Principal District and Sessions Judges, Controlling Officers, Heads of Office, Chief Metropolitan Magistrates, Senior Civil Judges, Administrative Civil Judges and all other District Judges/ Addl. Sessions Judges who have functioned / are functioning as Officer(s) Incharge of any branch in the Delhi District Courts or were/ are Chairperson(s) or member(s) of Centralized Committees constituted for all District Courts by Principal District & Sessions Judge (HQ) such as 'Centralized Computerization Committee', 'Centralized Library Committee', 'Recruitment Committees', etc., as per the rates specified in the judgment dated 04.01.2024 of the Hon'ble Supreme Court.

Annexure A

CERTIFICATE

I, _____ (Name of the Judicial Officer),
_____ (Designation/ Posting) do hereby certify that I have used
car bearing no. _____ registered in my name or in the name of my spouse/
mother/ father/ son/ daughter namely _____ for my official
conveyance and have spent an amount of Rs. _____ towards driver's salary
and maintenance of the car for the period from _____ to _____. I
further certify that I have not/ have (mention the one which is applicable) utilized
the services of my driving-knowing office attendant/ peon/ orderly, etc. for driving
my car, on an almost regular basis, for official purposes. I have also not availed
pool car/ official car facility during this period for my conveyance from Residence
to Court and vice versa.

Accordingly transport allowance for the period from _____
to _____ may be reimbursed to me as per my entitlement and rules.

Name/ Designation/ Signature

Annexure Z

Directions required to be issued in respect of certain allowances and allied issues (enlisted in the judgment dated 04.01.2024) for disbursement/ implementation of the same, which are to be forwarded to the Principal Secretary (Law, Justice & Legislative Affairs), Govt. of NCT of Delhi with a request to get the requisite clarificatory/ supplementary/ explanatory Office Order/ Office Memorandum/ Notification.

1. Concurrent Charge Allowance

(i) Concurrent Charge allowance shall be paid to a judicial officer where such officer holds charge of/ does the work of an additional Court/ post beyond a period of ten working days in a month.

(ii) Concurrent Charge allowance shall be admissible at the rate of 8% of the minimum of the pay scale of the additional post (basic pay) where the judicial officer holds charge of/ does the work of an additional Court/ post for more than 10 and up to 15 working days in a month; and at the rate of 10% of the minimum of the scale of the additional post (basic pay) where the judicial officer holds charge of/ does the work of an additional Court/ post for more than 15 working days in a month. However, in case the pay scale of the additional post is higher than the pay scale of the post which the judicial officer is currently holding, he will be entitled to Concurrent Charge allowance calculated at such basic pay not exceeding the current basic pay drawn by the officer.

(iii) Concurrent Charge allowance shall be admissible so long as, the judicial officer has done some judicial work in the nature of recording of evidence/ statements, disposal of miscellaneous applications or bail applications, etc. (as opposed to merely granting adjournments or passing routine orders) or has handled substantial administrative work, on a daily basis, of the additional Court/ post. The judicial officer shall submit a brief summary of the work done (of the additional court/ post) to the concerned Principal District & Sessions Judge while making a request for claiming such allowance and the allowance shall be payable on the orders of the concerned Principal District & Sessions Judge.

(iv) A judicial officer shall not be entitled to any additional payment in case he holds the charge of/ does the work of, more than one additional Court/ post.

However, in case the judicial officer holds the charge of/ does the work of more than one additional Court/ post on different days (as opposed to doing the work of more than one Court on the same day) the cumulative number of days on which he has worked; and otherwise also the cumulative work done by him, shall be taken into account while considering his request for claiming such allowance.

2. Conveyance/Transport Allowance:

(i) The judicial officers using official cars shall be permitted to use them for private purposes to the extent of 300 kms per month without the payment of any charges. The existing policy regarding using official cars for private purposes on payment of the specified amount shall also continue and shall be applicable where the aforesaid limit of 300 kms get exhausted.

(ii) Soft Loan facilities to the extent of Rs Ten Lakhs for the purchase of car shall be extended to the judicial officers on simple interest at the rate of 4% per annum. The loan process shall be simplified and the loan amount shall be disbursed within one month from the date of application.

(iii) The aforesaid soft loan facility shall also be available to a judicial officer who has already availed a car loan in his own name from any other bank or financial institution and wants to migrate to this facility of soft loan, provided such officer was eligible for grant of soft loan facility on the date when he/ she obtained the car loan from the bank or other financial institution. The concerned Principal District & Session Judge shall ensure that such soft loan facility is limited to the amount of loan still due to be repaid by the judicial officer subject to a maximum of Rs Ten lakhs. On sanction of the soft loan, such amount shall be released to the eligible judicial officer in one lump sum and the judicial officer shall produce the Soft Loan Utilisation Certificate within one month of the date of release of the loan amount.

3. Home Orderly/Domestic Help Allowance:

(i) The judicial officers in District Judge, Super Time Scale, who had engaged two Home Orderlies in accordance with the current policy (as approved by the Government of NCT of Delhi), shall, in respect of one unskilled worker employed by them, be entitled for reimbursement of minimum wages as notified in the NCT of Delhi, subject to a minimum of Rs. 10,000/- per month, with effect from

01.01.2016. In so far as the second unskilled worker employed by them is concerned, they shall continue to avail reimbursement at the rate of 50% of the minimum wages as notified in the NCT of Delhi, with effect from 01.01.2016, as the said provision being more beneficial, can continue.[The Committee recommends that the Govt. of NCT of Delhi may consider approving, on a prospective basis, the reimbursement 100% of the minimum wages as notified in the NCT of Delhi also in respect of the second unskilled worker(employed as Home Orderly) by judicial officers in District Judge, Super Time Scale].

4. Air Conditioner Allowance:

(i) In addition to camp office allowance/ furniture grant, the Judicial Officers shall also be entitled for reimbursement of the cost of one air conditioner once in 5 years i.e. for the Block year 2016-2020, Block year 2021-2025 and so on.

(ii) The upper limit regarding reimbursement of the cost of air conditioner shall be Rs.50,000/- plus applicable GST in a given block year.

(iii) The reimbursement of the cost of one air conditioner for the Block year 2021-2025 shall be made on production of a valid bill of purchase of the air conditioner from any dealer having GST registration or through online mode, on or after 01.01.2021 but not later than 31.12.2025.

(iv) The reimbursement of the cost of one air conditioner towards the Block year 2016-2020 shall be on self certification basis without the requirement of production of any bill in case one air conditioner has actually been purchased by the judicial officer on or after 01.01.2016 but prior to the issuance of this memorandum.

(v) In case the spouse of a judicial officer is also in judicial service (or other government service where such allowance is admissible) both of them shall be entitled to separately claim such allowance/ reimbursement.

(vi) The prevalent practice in respect of retention of furniture shall continue in respect of Air Conditioners also after expiry of the block period. It is clarified that the judicial officers who have purchased air conditioners for the Block year 2021-2025 or the Block year 2016-2020 shall become eligible for purchase of air

conditioner for the Block year 2026-2030 on 01.01.2026 irrespective of the date of purchase of the same for the previous block years.

5. L.T.C/H.T.C.:

(i) The judicial officers shall be permitted to avail one LTC and one HTC in a block of 3 years, with the restriction that both LTC and HTC cannot be availed during the same year.

(ii) For the purpose of claiming L.T.C./ H.T.C., the block years be taken as 2016-2018; 2019-2021; 2022-2024; 2025-2027 and so on.

(iii) The reimbursement shall be made subject to the condition that the tickets have been purchased either directly from the Airlines (from its physical office/ counter or from its website or from its mobile application) or from the agents authorized by the Government.

(iv) All other instructions issued by the Central Government with respect to LTC/ HTC/ HTC conversion shall apply, mutatis mutandis, to the judicial officers as well.

6. House Building Advance

House Building Advance (HBA) shall be available to judicial officers for the purchase of a ready built house from private individuals also in terms of the House Building Advance Rules, 2017 subject to the following additional conditions:

- (i) the seller(s) should have a registered conveyance deed or sale deed or lease deed in his/ their favour;
- (ii) all monetary transactions should be through banking channels;
- (iii) wherever deemed appropriate, the Principal District and Sessions Judge(s) may get the market value of the house assessed with the assistance of such government authorities as deemed appropriate so as to ascertain as to whether the sale consideration has been inflated or not.

HIGH COURT OF DELHI: NEW DELHI

No. 19454/CSCDJ/DHC
Dated: 04.10.2024

From

The Registrar General,
High Court of Delhi,
New Delhi – 110003,

To

1. The Principal District & Sessions Judge (HQs), Tis Hazari Courts Complex, Delhi.
2. The Principal District & Sessions Judge (New Delhi), Patiala House Courts Complex, New Delhi.
3. The Principal District & Sessions Judge (South-West), Dwarka Courts Complex, New Delhi.
4. The Principal District & Sessions Judge (West), Tis Hazari Courts Complex, Delhi.
5. The Principal District & Sessions Judge (East), Karkardooma Courts Complex, Delhi.
6. The Principal District & Sessions Judge (South), Saket Courts Complex, New Delhi.
7. The Principal District & Sessions Judge (Shahdara), Karkardooma Courts Complex, Delhi.
8. The Principal District & Sessions Judge (North-West), Rohini Courts Complex, Delhi.
9. The Principal District & Sessions Judge (North), Rohini Courts Complex, Delhi.
10. The Principal District & Sessions Judge-cum-Special Judge (PC Act) (CBI), Rouse Avenue Court Complex, New Delhi.
11. The Principal District & Sessions Judge (South-East), Saket Courts complex, Delhi.
12. The Principal District & Sessions Judge (North-East), Karkardooma Courts Complex, Delhi.

13. The Principal Judge (HQs), Family Courts, Dwarka, New Delhi.
14. The Director (Administration), Delhi Judicial Academy, Dwarka, New Delhi.
15. The Member Secretary, Delhi State Legal Services Authority, Rouse Avenue Court Complex, New Delhi.
16. The Registrar (Cash, Budget & Accounts), Delhi High Court.

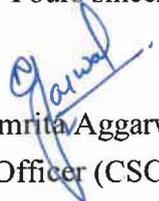
Sub: Implementation of the judgment dated 04.01.2024 of the Hon'ble Supreme Court passed in Writ Petition (Civil) No.643 of 2015 titled as "All India Judges Association Vs. Union of India and others".

Sir/ Madam,

In continuation of letter No. 19177/CSCDJ/DHC dated 30.09.2024 forwarded by this Office on the above mentioned subject I am directed to forward herewith Revised Annexure A [to Annexure Y of the Minutes of the Meeting dated 27.09.2024] i.e. the format for claiming Conveyance/ Transport Allowance as in the earlier version of the said Annexure A the word "official" was inadvertently inserted before the word "conveyance" although no such restriction was placed as per the Judgment dated 04.01.2024 of the Hon'ble Supreme Court of India passed in Writ Petition (C) No. 643/2015 titled as "All India Judges Association v. Union of India" .

The above stated information is for your information and necessary compliance.

Yours sincerely,


(Namrita Aggarwal)
Presenting Officer (CSCDJ)
For Registrar General

Encl.: As above.

Copy to:

1. The Member Secretary, National Legal Services Authority, B-Block, Ground Floor, Administrative Building Complex, Supreme Court of India, New Delhi.
2. The Principal Secretary(Law), Department of Law, Justice & LA, Government of NCT of Delhi, 8th Level, C-Wing, Delhi Secretariat, I.P. Estate, New Delhi – 110002.

CORRIGENDUM

Annexure A

CERTIFICATE

I, _____ (Name of the Judicial Officer),
_____ (Designation/ Posting) do hereby certify that I have used car
bearing no. _____ registered in my name or in the name of my spouse/ mother/
father/ son/ daughter namely _____ for my conveyance and have spent an
amount of Rs. _____ towards driver's salary and maintenance of the car for the
period from _____ to _____. I further certify that I have not/ have (mention
the one which is applicable) utilized the services of my driving-knowing office attendant/
peon/ orderly, etc. for driving my car, on an almost regular basis, for official purposes. I
have also not availed pool car/ official car facility during this period for my conveyance
from Residence to Court and vice versa.

Accordingly transport allowance for the period from _____
to _____ may be reimbursed to me as per my entitlement and rules.

Name/ Designation/ Signature