

Proactive Disclosure of Information under Section 4(1)(b) of Right to Information Act, 2005 by the High Court of Tripura as Public Authority

#### INDEX

- 1. High Court of Tripura- organisation, functions and duties.
- 2. The powers and duties of the officers and employees of the High Court.
- 3. The procedure followed in the decision making process, including channels of supervision and accountability.
- 4. The norms set by the High Court for the discharge of its functions.
- 5. The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging of its functions.
- 6. Categories of documents that are held by it or under its control.
- 7. Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof.
- 8. Statement of Boards, Councils, Committees and other bodies.
- 9. Directory of officers and employees.
- 10. Monthly remuneration received by officers and employees.
- 11. Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and disbursements made.
- 12. Manner of execution of subsidy programmes, including the amounts allocated and details of beneficiaries of such programmes.
- 13. Particulars of recipients of concessions, permits or authorisations granted by the High Court.
- 14. Information held by / available to the High Court, reduced in an electronic form.
- 15. Facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use.
- 16. Name, designation and other particulars of the Appellate Authority and Public Information Officer.
- 17. Such other information as may be prescribed and thereafter update these publications every year.

#### 1) <u>High Court of Tripura- organisation, functions and duties:</u>

The High Court of Tripura is the apex body of the State Judiciary situated in the Agartala City. It is a Constitutional Court in terms of Article 215 of the Constitution of India headed by the Hon'ble Chief Justice. The present sanctioned strength of the Hon'ble Judges of the High Court of Tripura is 5(five). Every Judge including the Chief Justice is appointed by the President of India by Warrant under His Excellency's hand and seal. Every permanent Judge will continue in Office until attainment of the age of 62 years.

The Registry of the High Court of Tripura is headed by the Registrar General, who is the Chief Administrative Officer having overall control over the day to day matters of the High Court. In addition, there are three other Registrars, 1 Joint Registrar, 5 Deputy Registrars and 8 Assistant Registrars in-charge of the following wings:

- i. Judicial
- ii. Vigilance and Rules
- iii. Administration, Planning & Management
- iv. Computerization
- v. Accounts
- vi. Protocol
- vii. Bench
- viii. Statements

The Registrars, Joint Registrar, Deputy Registrars and Assistant Registrars are the controlling officers of various sections of the High Court. Apart from these Officers, there are Superintendents, Head Clerk/Accountant, Sr. Administrative Assistant, Bench Assistant, Jr. Administrative Assistant, Restorer, Driver, Record Arranger, Treasury Sarkar, Sr. Photocopier Operator, Photocopier Operator, Jamader, Duftry, Cook, Peon/Orderly, Mali, Cleaning

Assistant, Electrician, Plumber, Day/Night Guard. In addition to these support staffs the cadre of Stenographers consists of one Principal Secretary to Hon'ble Chief Justice, Secretaries to the Hon'ble Chief Justice and the Hon'ble Judges, Private Secretaries and Personal Assistants. The Library Section of the Registry is manned by one Chief Librarian and one Librarian-cum-Research Officer, Assistant Librarians and Library Assistants. The IT (Information Technology) wing of the High Court is manned by one System Analyst, two Programmers and two Sr. Computer Assistants. The eCourts Services of the High Court of Tripura has created a separate cadre for technical manpower namely Sr. System Officer, System Officers and System Assistants who are responsible for implementation of the eCourts Project in the State Judiciary.

Functions and duties of the High Court of Tripura are those conferred under the Constitution of India which is primarily based on administration of justice in its jurisdiction and administering subordinate judiciary. The work in the High Court falls into two categories, viz. the Judicial and Administrative. The Judicial Branch deals with the receipt and disposal of cases and all matters pertaining to the administration of justice. All other items of work including the administrative duties and functions devolving on the High Court as the head of the State Judiciary are dealt within the Administrative Branch.

In terms of Article 226 of the Constitution of India, the High Court has power in relation to its territorial jurisdiction to issue directions, orders and writs including writs in the nature of *habeas corpus, mandamus*, prohibition, *quo warranto* and *certiorari* for enforcement of fundamental rights guaranteed to the citizens under Part- III of the Constitution or for any other purpose. The High Court also has superintendence over all the Courts and Tribunals throughout the territory in relation to which it exercises jurisdiction, as provided in Article 227 of the Constitution.

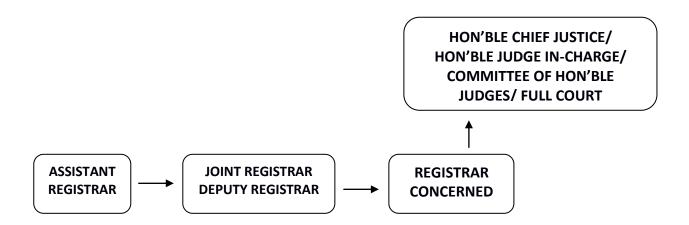
The business and exercise of the powers of the High Court of Tripura are regulated by the provisions contained in the Gauhati High Court Rules and the High Court of Tripura Services (Appointment, Conditions of Service and Conduct) Rules, 2014 as well as the Administrative Orders time to time issued by the Hon'ble Chief Justices since the establishment of the High Court in 2013. The High Court has appellate as well as revisional jurisdiction in both civil as well as criminal matters apart from the power to answer Reference under certain statutes.

### 2) The powers and duties of the officers and employees of the High Court.

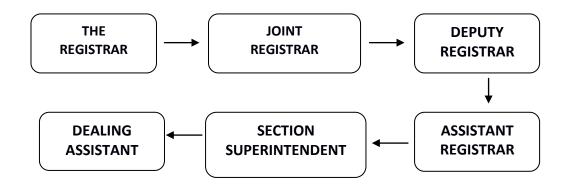
The Powers and duties of the officers and employees of the High Court of Tripura are prescribed in Order No.21 dated 12<sup>th</sup> November, 2014 (Annexure-I).

## 3) The procedure followed in the decision making process, including channels of supervision and accountability

The decision making process in the High Court involves preparation of files by the Dealing Assistants, which are checked by the Superintendents concerned. Thereafter, the same is sent to the Assistant Registrar concerned who is the Controlling Officer. From him, the file is circulated to the decision making authority in the following manner, depending on the matter concerned and the powers delegated:



The channel of supervision in the High Court is represented in the following manner:



#### 4) The norms set by the High Court for the discharge of its functions

Since the primary function of the High Court is to dispense 'Justice' to the litigants and others in accordance with the laws, priority is given to achieve this aim. The functions of the High Court of Tripura are discharged in accordance with the various rules and regulations framed for this purpose. All the functions are discharged under the supervision of Hon'ble the Chief Justice/Committees/Hon'ble Judges/Registrars as per assignment of functions. Issues are dealt with on priority basis, expeditiously taking into account, the various instructions issued from time to time.

While discharging official duties by the employees and Officers of the High Court of Tripura, the Gauhati High Court Rules, 1954 (as amended) framed by the Hon'ble Gauhati High Court in exercise of the powers conferred under Article 225 of the Constitution of India and the High Court of Tripura Services (Appointment, Conditions of Service and Conduct) Rules, 2014 framed by the High Court in exercise of powers conferred under Article 229 of the Constitution are followed.

## 5) The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging of its functions

Mainly, the following rules, regulations, instructions are held by the High Court or under its control or followed by the Officers and staffs of the High Court of Tripura for discharging its function:

- **1.** The High Court of Tripura e-Courts Services (Appointment, Condition of Service & Conduct) Rules, 2013
- 2. The High Court of Tripura (Right to Information) Rules, 2013
- **3.** Guidelines for the Purpose of Designating Advocates as Sr. Advocates of the High Court of Tripura
- **4.** The High Court of Tripura Lawyer's Chambers (Allotment & Occupancy) Rules, 2013
- **5.** The High Court of Tripura Civil Courts (Commissioners) Rules, 2017
- **6.** The High Court of Tripura Utilization and Allotment of Vehicle Rules, 2015
- 7. The Medical Facilities for the Retired Judges of the High Court of Tripura & their Families Rules, 2017
- **8.** Mediation (High Court of Tripura) Rules, 2016
- **9.** High Court of Tripura Services (Appointment, Conditions of Service & Conduct) Rules, 2014
- **10.** Tripura Judicial Service Rules, 2003

- **11.** The Tripura Judicial Commissioner's Court (Condition of Service of Staff) Rules, 1959
- **12.** Tripura Judicial Academy Services (Appointment, Conditions of Service and Conduct) Rules, 2014
- **13.** Scheme for Law clerk-cum-Legal Research Assistant in High Court of Tripura, 2018
- **14.** The Tripura Advocates Welfare Fund Rules, 2020
- **15.** The Tripura Subordinate Civil Courts Ministerial Establishment Rules, 1965
- **16.** The Tripura District Courts' Ministerial Establishment (Recruitment and Conditions of Service) Rules, 2014
- **17.** The Tripura State Legal Services Authority Rules, 1998
- **18.** The Tripura State Legal Services Authority Regulations, 1998
- **19.** Tripura State Legal Services Authority (Conditions of Service and the Salary and Allowances of the Officers and Other Employees) Rules, 2012
- **20.** Legal Aid and Legal Advice to the Poor Rules, Tripura, 1980
- **21.** The Gender Sensitization and Sexual Harassment of Women at the High Court and the District Courts of Tripura (Prevention, Prohibition and Redressal) Regulations, 2013.

#### 6) <u>Categories of documents that are held by it or under its control</u>

The following categories of documents are held by the High Court of Tripura or under its control:

- i. All the case records of different cases disposed of and pending (as per Rules).
- ii. Records sent by the subordinate courts.
- iii. Judgements rendered by the High Court.
- iv. Documents and records on administrative matters.

v. Annual Confidential Reports, Gradation List and Seniority List of Judicial/Gazetted Officers and employees.

## 7) Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

There is no arrangement to solicit the views of the Members of the Public in relation to the formulation of the policies or implementation thereof in the High Court of Tripura.

#### 8) Statement of Boards, Councils, Committees and other bodies

There are no Boards, Councils and other bodies for the purpose of its advice pertaining to this High Court.

However, the Committees enlisted in <u>Annexure-II</u> have been constituted by the Hon'ble Chief Justices time to time for the functioning of the High Court and the Courts of the District Judiciary. Meetings of these Committees are not open to the public. Minutes of the meeting may be made available to the public on request, subject to the provision of the RTI Act, 2005 and the High Court of Tripura RTI Rules, 2013.

#### 9) <u>Directory of officers and employees</u>

The Directory of the officers and employees of the High Court of Tripura is provided in **Annexure-III** of this document.

#### 10) Monthly remuneration received by officers and employees

The sanctioned strength and pay-scale of the officers of the High Court from the rank of Registrar General to the rank of Gr-D staff of the High Court including the various allowances received by them are furnished at **Annexure- IV**. The monthly remuneration is likely to change depending on

the grant of increments and variation in the Dearness Allowance sanctioned by the Government of Tripura from time to time.

### 11) <u>Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and disbursements made</u>

The statement of budget allocated for the financial year 2019-20 to the High Court and each of the agencies under the control of the High Court, under the heads of account operated and controlled by the High Court is available at **Annexure-V**.

### 12) <u>Manner of execution of subsidy programmes, including the</u> amounts allocated and details of beneficiaries of such programmes

No subsidy programmes are executed by the High Court and no amount has been allocated for the same.

### 13) <u>Particulars of recipients of concessions, permits or authorisations</u> <u>granted by the High Court</u>

Not applicable.

### 14) <u>Information held by / available to the High Court, reduced in an electronic form</u>

The documents that have been reduced to electronic form and are available in the website of the High Court of Tripura (<a href="https://thc.nic.in">https://thc.nic.in</a> ) can be found in the e-Library Segment.

Apart from the above, the following information is being made available at the official website of the High Court of Tripura:

- i. Daily Cause List
- ii. Case Status
- iii. Court Order
- iv. Judgement
- v. Monthly Statement

- **vi.** Notifications
- vii. Video Conferencing
- viii. Reportable Judgement
  - ix. High Court Library
  - **x.** Administrative Orders
  - **xi.** e-Newsletter and eCommittee Newsletter
- xii. Reports of the High Court
- xiii. Official YouTube Channel
- **xiv.** Profile of Judicial Officers
- **xv.** Information of eCourts
- xvi. Rules
- xvii. Digital Display and
- xviii. Circulated Judgments.

In addition to the above services made available through the High Court website, adequate numbers of LCD Screens are installed at conspicuous places in the Registry and every Court-Hall for displaying the number and category of case being heard in every Court during the court hours. This facility has also been extended through a mobile application which is compatible with *Android Platform*.

The High Court Library has been computerized using the 'KOHA' Library Software developed by the eCommittee, Hon'ble Supreme Court of India. However, search facility is not available to the public.

The 'Justice Clock' installed in front of the main building of the High Court displays the daily status regarding pendency and disposal of cases by the High Court and the District Courts including the status of old pending cases for the information of the public in general.

# 15) <u>Facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use</u>

There is no Library or Reading Room in the High Court for public use. The Public Information Officer, appointed under the RTI Act, 2005 is available during office hours on all working days.

However, the following facilities have been extended to the citizens for obtaining information on various matters:

- i. The computerized and paperless eSewa Kendra functioning in the High Court premises furnishes information on the status of cases pending/disposed of in the High Court of Tripura,
- **ii.** Certified copies of the orders/judgment of this Court are available from the Certified Copy Section,
- **iii.** Public can access the search facility in the High Court website to avail information in cases pending/disposed,
- iv. Digital Display System has been installed in each Court Room and corridors to provide ongoing case status listed before the Courts,
- **v.** Information on other matters within the purview of the RTI Act, 2005 may be obtained from the Assistant Public Information Officer.

### 16) <u>Name, designation and other particulars of the Appellate Authority and Public Information Officer</u>

First Appellate Authority	Public Information Officer		
Shri. J. M. Murasing, Registrar (Vigilance & Rules),	Shri. Subhadeep Saha, Deputy Registrar (Judicial),		
High Court of Tripura,	High Court of Tripura,		
Agartala-799010, Tripura.	Agartala-799010, Tripura.		
Email: <u>jesthamani@aij.gov.in</u>	Email: <u>subhadeep.saha@aij.gov.in</u>		

## 17) Such other information as may be prescribed and thereafter update these publications every year

The information provided herein shall be updated prior to the commencement of the next financial year.

N.B: Utmost care has been taken in furnishing information correctly. If any information is found incorrect, it is purely accidental and unintentional.

Dy. Registrar (Judicial) –cum- CPC (Public Information Officer)
High Court of Tripura

### HIGH COURT OF TRIPURA AGARTALA

ORDER NO.21
Dated, Agartala, the 12<sup>th</sup> November 2014.

In supersession 'of earlier Order No.12 dated 08.07.2013, the Hon'ble the Chief Justice has been pleased to distribute the duties of the Registrar General, Registrars, Joint Registrar and Deputy Registrars as detailed below with immediate effect. It may be noted that the distribution of duties are liable to changes as may be necessary.

٠	Sl.	Officer	Responsibilities & duties	Reporting
	No.			Authority
	01.	Registrar General	1. Over all supervision of the working of the Registry as Controlling Officer as well as	Sole Responsibility
			Head of the Department  2. All correspondence concerning the judiciary and to coordinate between High Court and the State/Central Government in administrative	Chief Justice
			affairs. (Matters be routed through concerned section $\rightarrow$ Dy. Reg. (Admn) $\rightarrow$ Reg. (Admn) $\rightarrow$ Reg. (Vig. & Rules.) $\rightarrow$ RG)	
•			Matters concerning the appointment of President of Consumer Commission, appointment of Director of Prosecution, appointment of Enquiry Commission and other appointments wherein consultation with or approval etc. of the Hon'ble the Chief Justice or the High Court is required (Matters be routed to the consultation).	
K			through concerned section → Asstt. Reg.(Admn.I) → Dy.Reg (Admn) → RG)  4. Matters with regard to convening of Full Cour meetings and preparation of agenda for such meetings (Matters be routed through concerned section Secretary/PS to RG → RG)  5. Matters with regard to the section of the s	Chief Justice t f s. h
			participation in the Chie	ef

		<del></del>
	Justices' Conference and joint	
	conference of the Chief	
	Ministers & Chief Justices &	
	implementation of the	
-	Resolutions thereof (Matters	
	be routed through concerned	
	section→ Asstt. Reg.(Admn.I)	
	$\rightarrow$ Dy. Reg.(Admn.) $\rightarrow$	
1.	Registrar (Judl.) $\rightarrow RG$ ).	
6.		Chief Justice /Full
	· i ii	
	including promotion of all	Court
	Judicial Officers (Matters be	
,	routed through concerned	
	section→ Asstt. Reg.(Admn.I)	
	$\rightarrow$ Dy. Reg.(Admn.) $\rightarrow$	
L	Reg.(Vig. & Rules) $\rightarrow$ RG)	
7.	Matters of recruitment,	Chief Justice
	or rooturnient,	Ciner Justice
	respect of all staff including	
	Officers under the High Court	
	Service. (Matters be routed	
	through concerned section-	
	Asstt. Reg.(Admn.I) $\rightarrow$ Dy.	
	$Reg.(Admn.) \rightarrow Reg(Vig. &$	· ·
	$Rules) \rightarrow RG$	·
8.	Reporting authority of ACRs	Clicar
''	of all Caretted Occasion	Chief Justice
	of all Gazetted Officers of the	
	High Court except Secretary,	
	P.S. & P.A. of Hon'ble the	
	Chief Justice and other	·
	Hon'ble Judges (Matters be	·
	routed through concerned	· .
	section → Secretary to RG	;
	$\rightarrow RG$	:
9.	Accepting authority of ACRs	G 1
-	of all non Gorattal 4 cc.	Sole responsibility
	of all non Gazetted staff of the High Court Services	
	(Matters be routed through	
	concerned section -	
	Secretary to $RG \rightarrow RG$ )	
10.	Matters relating to the	Chief Justice
	Swearing-in ceremony of the	
ļ.	Hon'ble Chief Justice and	
1	Hon'ble Judges (Matters be	
	routed through concerned	2
	section Asstt. Reg. (Admn.I)	
	$\rightarrow Dy$ . Reg. (Admn.) $\rightarrow It$ Reg.	
	$Reg.(Admn) \rightarrow RG$	
11.	Purchase of furniture & other	Q_1
	articles and writing off of un-	Sole responsibility
	serviceable family of of un-	
	serviceable furniture & other	
	articles of the High Court up	

	to Rs.3 Lakhs (Matters be	
	routed through concerned	
	$section \rightarrow Asstt.Reg.(Admn-II)$	
	$\rightarrow$ Jt.Reg. $\rightarrow$ Reg (Admn) $\rightarrow$	
	<i>RG.</i> )	Chief Justice
.12.	Purchase of furniture & other	Chief Justice
	articles and writing off of un-	
	serviceable furniture & other	
	articles of the High Court	
	above Rs.3 Lakhs (Matters	
E	be routed through concerned	
	section Asstt. Reg. (Admn-	
	$II) \rightarrow Jt. Reg. \rightarrow Reg (Admn)$	
	$\rightarrow RG.$	Chief Justice
13.	Leave of the High Court	Chief Justice
	Judges (Matters be routed	•
	through concerned section →	
	Asstt. Reg.(Admn-I) $\rightarrow$ Dy.	
	$Reg(Admn) \rightarrow Reg(Admn)$	,
	$\rightarrow RG.$	G1 : CT : /T 11
14.	Establishment of Courts	Chief Justice/Full
	(Matters be routed through	Court
	concerned section → Asstt.	
	Reg. $(Admn-I) \rightarrow Dy$ .	
	$Reg.(Admn.) \rightarrow Reg.(Judl) \rightarrow$	
	RG.	CT 1 0 7 1 17 17
15.	The state of the s	Chief Justice/Full
	Judicial Officers (Matters be	Court
	routed through concerned	
1.	section $\rightarrow$ Secretary/PS to RG	
	$\rightarrow RG.$	
16	· 1	Sole responsibility
	the ACRs of Gazetted	
	Officers and staff of the High	
	Court. (Matters be routed)	·
	through concerned Section →	
	Secretary/PS to $RG \rightarrow RG$ .)	
17	Implementation of 13th Finance	Chief Justice/
	Commission's	Appropriate
ŀ	recommendations & Centrally	Committee
	sponsored schemes (Matters be	
	routed through concerned	
	section $\rightarrow Asstt.$ Reg. (Admn-I)	
	108. (120mm)	
-	Reg. $(Admn) \rightarrow RG$ .  8. Welfare of the Staff of the High	Chief Justice
		. 1 .
1		
	through concerned section → Dy. Reg.(Admn) → Reg.(Admn)	
	$Dy. Reg.(Aamn) \rightarrow Reg.(Aumn)$ $\rightarrow RG.)$	· ·
-	7 (0) (1)	Chief Justice
1	9. Leave including LTC of all Gazetted Officers of the	3
	Registry (Matters be routed	
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					through concerned section ->	· · · · · · · · · · · · · · · · · · ·
,					Asstt. $Reg(Admn-I) \rightarrow Dy$ . $Reg($	
	1				Advan) - Pag (Advan) - DC)	
				20.	$Admn) \rightarrow Reg.(Admn) \rightarrow RG.)$	G 1 5
				20.	Leave including LTC-of all	Sole Responsibility
					non Gazetted staff of the	
				\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Registry (Matters be routed	
					through concerned section	
	1				$\rightarrow$ Asstt. Reg(Admn-I) $\rightarrow$ Dy.	
					$Reg(Admn) \rightarrow Reg.(Admn)$	
					$\rightarrow RG.$ )	
				21.	-	Chief Justice
					of the High Court (Matters be	Cinei Justice
						·
•	-				section $\rightarrow$ Asstt. Reg(Admn-	
					I) $\rightarrow$ Dy. Reg(Admn) $\rightarrow$ Reg	
					$(Admn) \rightarrow RG.)$	
				22.	Maintenance of all confidential	Sole Responsibility
					records including the ACRs	
	.				of the Gazetted & non	1
					Gazetted employee of the	
					High Courts (Matter be	
	-	1			1	•
					section → Secretary/PS to	
					$RG \rightarrow RG$	
			1	23.	Litigation by or against the High	Chief Justice
					Court in the Supreme Court	
		] .		Ì	(Matters be routed through	
					concerned section → Dy. Reg(	
					$Admn) \rightarrow Reg (Judl) \rightarrow RG.)$	
				24.	Litigation by or against the High	Sole Responsibility
					Court in the High Court	Chief Justice
					(Matters be routed through	
					concerned section $\rightarrow Dy$ . Reg(	
					$Admn) \rightarrow Reg (Judl) \rightarrow RG.)$	
	1			25.	All matters relating to Court	Appropriate
					buildings of the Sub-ordinate	Committee/Chief
					judiciary (Matters be routed	
			,		through concerned section	
					$\rightarrow$ Asstt. Reg (Admn-II) $\rightarrow$ Dy	
					$Reg_{-}(Admn) \rightarrow Reg_{-}(Judl)$	
					$\rightarrow RG.$	
			1	26.	All matters relating to Chief	Chief Justice
		•			Justice Bungalow ((Matters	Cilier Justice
	<i></i> '				be routed through concerned	
					section $\rightarrow Asstt.$ Reg (Court	
					Officer Section) ) $\rightarrow$ Dy Reg	
		,			$(Prol) \rightarrow Reg (Admn) \rightarrow RG.$	
	,				Lawreng - KG.	
	02.	Registrat	(Judicial)	1.	Supervisory Officer 1	M 1
		0	( - my orms)	т.	Supervisory Officer relating	Sole Responsibility
					to all Bench & Judicial	·
			i		matters.	-
				2.	Lowazima Court of the High Court except the matters as	Sole Responsibility
					I CHIEF avoatet the	

	:
<del></del>	mentioned in order No.F.40
1	(21)- HCT/BENCH/REGISTRY/
1	2013/ 7046-82 dated 10.05.13
	2013/ /040-82 dated 10.0512
	in absence of Registrar (Vig)
-	as per Order No.48 dated
. \	[[X []] /[] [E] [X
	routed concerned section -
	Asstt Reg (Bench) → Dy. Reg.
	$(Judl) \rightarrow Reg.(Judl)$ Rester   Chief Justice
3.	
1	(Matters be routed through
	Dy. Rog. (Judl) Reg. (Judl) ].    Information to the Supreme Chief Justice
4.	
	Court, other High Courts,
	Parliament, Assembly of the
	State Government.   Matters
	he routed through concerned
	section → concerned ASSII.
	$Reg(s) \rightarrow Reg(Judl].$
5.	Detailing & attendance of all Sole responsibility
	non-Gazetted Class-III starr 91
	Bench Section [Matters ba
	routed through concerned
	Reg(JUU)
6.	Reporting Authority of ACRS Registrat Control
	of all non Gazatted Class-III
	staff of Bench Section
- 6	[Matters be routed through
	concerned section
	Secretary/PS to RG → Reg
-	Despoyation of Calendar of Chief "Justice," and
	High Court & Subordinate Court
1	Courts [Matters be routed]
	through concerned section
}	$\rightarrow Asstt. Reg(Admn-I) \rightarrow Dy.$
	$  \mathbf{p} - (\mathbf{r} \cdot \mathbf{d}) \rangle \Rightarrow Reg( \mathcal{U}  \mathbf{d}  )   \mathbf{r} \cdot \mathbf{d} $
	8. Matters relating to Paper Sole Responsibility
1	Books [Matters be routed]
1	through concerned section
1	$\sim r \sim (I_{11}dI) \rightarrow Reg(I)IdIII$
	- to cariffed the total and the control of the cont
	9. Matters relating to certified some of copies of orders, documents
	and uncertified copies of
	and uncertified copies
	orders. [Matters be routed]
;	through concerned section $\rightarrow$
	ASSIL REG
	(Judl) 1  10. Matters relating to Cause List Sole Responsibility
* *	10. Matters relating to Cause History and Grouping of cases [Matters]
	be routed through concerned
	$section \rightarrow Asstt. Reg(Bench) \rightarrow$
	Dy. Reg (Judl) $\rightarrow$ Reg(Judl) ]
	1). 108 10

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	11.	Preparation of Decree in the	Sale Responsibility
		Judicial/Bench section of the	ore responsibility
		High Court [Matters be	
		routed through concerned	
		section $\rightarrow$ Asstt. Reg(Bench)	
. !		$\rightarrow Dy.Reg(Judl) \rightarrow Reg(Judl)$	1.1
	12.	Matters relating to issuance of	Sola Ragnonailailita
	1. 2.	License of Advocate's Clerk	Sole Responsibility
		in the High Court [Matters be	
		routed through concerned	
		section→ Asstt. Reg (Admn-	
	,	$\begin{array}{c}  II\rangle \rightarrow Dy.Reg(Prol.) \rightarrow Reg \\  (Judl)    \end{array}$	
	13.	Management of all judicial	Sole Responsibility
	1.5.	records from the Filing	bote responsibility
		Section to the consignment of	
		the record in the Record	
		Room. [Matters be routed]	
		through concerned section	
		$\rightarrow$ Asstt. Reg(Bench) $\rightarrow$ Dy.	
	14.	$Reg(Judl) \rightarrow Reg(Judl) J$	Chief I
	14.	Management of cases in the	Chief Justice
1.		High Court and District	
		Courts including all matters	
		relating to judicial work in	
		High Court & District Courts	
4		[Matters be routed through	
i		concerned section $\rightarrow Dy$ .	·.
•		$Reg(Judl) \rightarrow Reg(Judl)$	
•	15.		Chief Justice
		and judgements of the	
		Supreme Court of India and	
		High Court [Matters be	
		routed through concerned	
•		section $\rightarrow$ Dy. Reg (Judl)	:
		$\rightarrow$ Reg(Judl) ]	
	16.	Destruction/re-construction of	Sole Responsibility/
		the Judicial Record in the	Chief Justice
		High Court & conducting	
		enquiry etc. concerning the	
i		loss/mis-placement of such	
		record [Matters be routed	
		through concerned section	
		$\rightarrow$ Dy. Reg (Judl) $\rightarrow$ Reg	
	177	(Judl)]	
	17.	Litigation by or against the High	Chief Justice
		Court in the Supreme Court [Matters be routed through	
		[Matters be routed through concerned section $\rightarrow Dy$ . Reg	
		$\begin{array}{c} \text{Concerned section} \to Dy. \ Reg \\ \hline (Admn) \to Reg \ (Judl) \to RG.) \end{array}$	
•	18.	Litigation by or against the	Registrar General/
	~ ~ .	High Court in the High Court	Chief Justice
		Jan 2001 Million Court	OTHER PROPERTY

		The desired the way ch	
	1	Matters be routed through	
		concerned section $\rightarrow Dy$ .	
		$Reg(Admn) \rightarrow Reg(Judl)$	G 7 75 *1 *1*.
		Jail Appeals, complaints and	Sole Responsibility
,		other matters pertaining to	
		Jails & under trials/convicts	,
		[Matters be routed through]	
	1	concerned section $ ightarrow$ Dy.	
		$Reg (Judl) \rightarrow Reg (Judl) ]$	
	20.	All matters relating to	Chief Justice
		Statements of the High Court	•
		& Subordinate Courts	
	`	[Matters be routed through]	
		concerned section $\rightarrow Asstt$ .	
		Reg (Bench)→Dy.Reg.(Judl)-	
ļ		$\frac{cum-CPC) \rightarrow Reg.(Judl)}{}$	Designature General/
·	21.	All matters relating to Court	
		buildings of the Sub-ordinate	Chief Justice
		judiciary [Concerned Section	
		$\rightarrow$ Asstt. Reg(Admn-II). $\rightarrow$ Dy	
		$Reg(Admn) \rightarrow Reg. (Judl)$	
	22.	Matters with regard to	Registrar General/
		participation in the Chief	Chief Justice
		Justices' Conference and joint	
		conference of the Chief	
		Ministers & Chief Justices &	
		implementation of the	
		Resolutions thereof [Matters	
		be routed through concerned	
		$section \rightarrow Asstt. Reg.(Admn.I)$	
		$\rightarrow$ Dy. Registrar (Admn) $\rightarrow$	
		Registrar (Judl.) $\rightarrow RG$ ) ]	,
٠.	23.	Establishment of Courts	Registrar General/
		[Matters be routed through	Chief Justice
		concerned section →Asstt.	
		Reg. $(Admn-I) \rightarrow Dy$ .	
		$Reg.(Admn) \rightarrow Reg.(Judl) \rightarrow$	
			, , ,
	-	RG. ]	Chief Justice
	24.	All matters relating to	
		publication of Court News	. 1
		Letter of the High Court of	1
•		Tripura [Matters be routed	
·		through concerned section -	-
		Dy. Reg. (Judl) $\rightarrow$ Reg. (Judl)]	· ·
	25.		- 1
		by the Hon'ble the Chie	1
ni ni	,	Justice, Hon'ble Judges &	. 1
		- Registrar General	
	-	1.65 6.1 7 11 1.66	Ola : - C T
Registrar	1.	ACRs of the Judicial Officer	
(Vigilance & Rules)		& communication of the	
		remarks in the ACR (Matter	S
		· ·	

03.

	l	be routed through concerned	·
		$section \rightarrow Asstt. Reg(Vig)/Dy.$	·
		Reg (Vig) De (Vi OR)	
	2.	Reg (Vig)→Reg (Vig&Rules)]	
	۷.	Consideration of the	Chief Justice/Full
		representation submitted by	Court
		the Judicial Officer for	7.5 57.0
;		expunction of adverse	
.			1.
'		remarks in the ACRs (Matters	
		be routed through concerned	
		section $\rightarrow$ Asstt. Reg(Vig)	'
		/Dy. Reg (Vig) $\rightarrow$ Reg (Vig &	<u> </u> •
		Rules)7	
	3.	Vigilance & Disciplinary	
		Vigilance & Disciplinary	Chief Justice/Full
		matters (including complaints	Court
		& inquiries) pertaining to all	
		Judicial Officers (Matters he	
		routed through concerned	•
		section $\rightarrow$ Asstt. Reg(Vig)/	
		Dy. Reg (Vig) - Reg (Vig &	
		Rules	
-	4.		
	-r.	Vigilance & Disciplinary	Chief Justice
		matters (including complaints)	
		& inquiries) pertaining to all	
		staff of the High Court	
		(Matters be routed through	
		concerned through	
		concerned section $\rightarrow$ Asstt.	
		Reg (Vig) /Dy. Reg (Vig) →	
_	·	Reg (Vig & Rules)7	
1 :	5.	Consideration of continued	Chief T
		utility of all Judicial Officers	Chief Justice/Full
		on attaining the age of	Court
	ĺ	The state of the s	
		50/55/58 (Matters be routed	
		through concerned section	
		→ Asstt. Reg(Vig)/Dy. Reg	
_		$(Vig) \rightarrow Reg (Vig & Rules)$	
6	5.	(Tranting of C.1	Atomic
	İ	Cattoria / Cattoria and Fig.	Appropriate
	1	the Dietain a g	Committee/Full
		and also for areating to a	Court
	1	and also for granting ACP to	
	- 1	Judicial Officers of the State	
		(Matters be routed through	
	'	concerned section $\rightarrow$ Assit	j •
	1	Reg(Vig)/Dy. Reg (Vig)→Reg	1
	(	[Vig&Rules]]	
7.		Matter relating to Inspection C	Chief Justice/
		Tonible Davic 1	Concerned Portfolio
			udge
	10	District Judges and Presiding Officers of the concerned	
	10	Sub-ordinate Courts of their	
	10	wn Courts and all other	
	111	natters connected thereto.	

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[Matters be routed throug	
concerned section → Asst	
Reg(Vig)/Dy. Reg (Vig)→Re	<sup>2</sup> g
(Vig&Rules)]	ll Sole Responsibility
O. IVICCIIICOIICCII	1
confidential records including	
the ACRs of the Judici	
Officers of the State [ Matte	
be routed through concerne	
$section \rightarrow Asstt. Reg(Vig)$	
Dy. Reg (Vig)→Reg (Vig	&
Rules) Journal and the second	
9. Keeping in safe custody the	he Sole Responsibility
	to
competitive examination	on
conducted by the High Cou	1
in connection wi	
recruitment of Judic	
Officers and staff of the Hi	,
Court [ Matters be rout	prod
Court   Withtels be four	0.00
through concerned secti	
→ Asstt. Reg (Vig) /Dy. R	eg
$(Vig) \rightarrow Reg (Vig \& Rules)$	
10. Framing of Rules of the Hi	gh Chief Justice/
Court & Sub-ordinate Court	rts.   Appropriate
[Matters be routed throu	igh Committee
concerned section $\rightarrow$ Dy. Is	Reg
(Admn)→Reg(Vig & Rules)	- 1
11. All matters relating to R	
Section of the High Co	ourt Appropriate
[Matters be routed throu	uch Committee
$Reg(Admn) \rightarrow Reg(Vig)$	
Rules) ]	to Chief Justice/Full
12. All matters relating	*
Designation of Advocates	
Senior Advocates by the H	
Court and verification of t	heir
Income Tax Returns [Mat	ters
be routed through concer	ned
section $\rightarrow Dy$ . Reg(Admn)	$\rightarrow$
Reg(Vig & Rules) ]	
13. Matters for recruitr	nent Registrar General/
including promotion of	
Judicial Officers [ Matter	
routed through conce	
routed inrough conce	nn I)
section→ Asstt. Reg.(Adr	
$\rightarrow$ Dy. Reg.(Admn.)	<b>→</b>
Reg.(Vig & Rules)]	7.
14. Matters of recruitr	
2 11 2122	
promotion & posting respect of all staff inclu	in Chief Justice

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<u></u>				•	- X
	Office	ers under the High	Carret		<u> </u>
	Servic	e. [Matters be	Court		
	throng	o. Intallers be	routed		•
1	Arrel	h concerned sec	$tion \rightarrow$	•	- 1
	ASSIT.	Reg. (Admn.I) _	$\rightarrow D_{\nu}$ .	;	
	1 Kegisii	rar (Adinn)		•	1
	Reg(V	ig. &Rules) J	- 1	•	1
٠. ا	15. All		-		
	Concer	correspon	dente	Registrar Genera	1/
	to co	ning the judiciar	y and	Chief Justice	
	Co. 20-(	ordinate between	High		İ
	Court	and the State/C	entral		
	Govern	ment in administ	rative		
	arrairs.	Matters he	authal		
	ururougy	1 CONCORROL -	ection		
	$-\mu Dy$ .	Reg. (Admn)			1
	Reg.(Ac	$dmn) \rightarrow Reg(V_i)$	ia e	•	
	Rules) -	$\rightarrow RG$ ) ]	g cv		1
1	6. Matters	relating			1
:	tecrnito	Telaung	to	Concerned	•
1	tronac	ent, promo	tion,	Committee / Chie	e m
	right 2101.	s etc. of all the	staff	Justice	۸, ۱
!	member	S of	Sub-	2 crafitoe	
1	Ordinate	District Judio	ciaty		
	Matters	be routed this		•	- 1
1	Concerne	ed section A date	ו'בס		
	(Admn-I	) $\rightarrow Dy$ . Reg (Ad	Trans.		
	Reg(V)	ig. & Rules)]	(mm)		
17	Secretary	~			
	Mediatio	r, High C n Committee & S	ourt   C	oncerned Committee	2
	Mediatio	in Committee & S	tate		
	Matters	n Commi	ttee		
	concerned	be routed thro	ugh		1
	(Judl)	section $\rightarrow Dy$ .	Reg	•	
18	Member	Reg(Vig. & Rules)	]		-
	Member- Court	secretary, H	igh Ex	Recutive Chairman	-
	I.	OUL 1/1		High Court Legal	
	Committe	E	06106	rvices Committee	l pro
	routed t	hrough comme	7	- 12000 COIMIMMEE	, at
	section -	+ Dv. Rea (Tudi)			
10	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	x Kules I	. 1	•	·   .
19.	Lowazima	Court of the IJ:	gh 501	la D	-  1  1
	Court exc	ent the mottons		le Responsibility	
	mentioned	in Order No E	10		1
1	(41)EU1/B	ENCH/REGIOTRY	77		1
	2013/7046	-82 dated 10.05.1	2/		
20.	All matt				
	Judicial (	) fficers of a	to Con	cerned Portfolio	
	ordinate J	idiciary including	o-   Judi	ge/Chief Justice/	
	7-7-CG V C. 1 7(5)	Ve Hancock	g   ruii	Court.	
1 1	vesting of	Judicial Power	X	·	
	(Matters L	e routed throug	įs	*	
	Concerned	section $\rightarrow Asst$	h		
1 1	Reg(Admin	$\rightarrow Asst.$	t.		
1 1	Proll = D	$I) \longrightarrow Dy.Reg$	3		
1 1	Vig	$rac{\rightarrow Dy.Reg}{g(Admn.)} \rightarrow Reg$	3	•	
	. '5/				$\sigma_0$

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		21.	Any other matters assigned by the Hon'ble Chief Justice,	Chief Justice/Judges/ Registrar General
			Hon'ble Judges & Registrar General.	I
04.	Registrar	1.	Head of Office & DDO	Sole Responsibility
	(Administration)	2.	All matters relating to Head	Chief Justice/
	•		of Office & DDO (Matters be	Registrar General
			routed through Concerned	
	1		Section → concerned Asstt.	
			$Reg(s) \rightarrow concerned Dy. Reg \rightarrow Reg (Admn).$	:
	·	3.	Reporting Authority of ACRs	Registrar General
			of all non-gazetted Class-III	1081311 at Octional
			staff (except Bench Section &	•
			Computer/IT section).	
			[Matters be routed through	•
			concerned section $\rightarrow$	
			Secretary/PS to RG to Reg	
			(Admn.)]	
	: :	4,	Financial matters relating to	Concerned Judge
			Judicial Education, Training & Computer/I.T. Section [Matters	Chief Justice
	the state of the s		be routed through concerned	
		;	Section → Dy. Reg. (Judl)-cum-	
ı		1	$CPC \rightarrow Reg (Admn.)$	
		5.	Matter relating to purchase of	Chief Justice
	• •		new vehicle including	
			supervision of vehicles and all	
			other articles [Matters be routed	
	·		through concerned section $\rightarrow$ Asstt. Registrar (Admn-II) $\rightarrow$ Jt.	, , ,
		i .	Registrar $\rightarrow$ Registrar (Admn)]	
		6.	All matters relating to Library	Concerned Hon'ble
			of High Court & Sub-ordinate	Judge
			Judiciary [Matters be routed	
			through concerned Section -	
			Chief Librarian → Registrar	
		7	(Admn)]	
		7.	Implementation of Shetty Commission's recommendation	Appropriate
•			on Revision of Pay Scales etc.	Committee
			of the staff of the subordinate	
			judiciary [Matters be routed	
	1		through concerned Section ->	
1			Dy. Registrar (Admn) $\rightarrow$	
			Registrar (Admn) ]	
		8.	Leave of the High Court Judges	
		1.2	[Matters be routed through	1
			concerned Section -> Asstt. Reg	
	•		$(Admn.I) \rightarrow Dy. Reg (Admn.) \rightarrow Reg (Admn)$	
		9.	All matters relating to	Chief Justice
		.	Purchase & Store Section	i i
			[Matters be routed through	1. •

	COTO 1 G	
	concerned Section Asstt.	
	$Reg.(Admn-II) \rightarrow Dy. Reg.$	
	$ \frac{(Admn) \rightarrow Reg.(Admn)]}{R} $	
10.	Populari - Reg. (Admn)	, ;
1	The same of the contract of th	Registrar General.
	of the Honista	Legional Ceneral.
	Chief Justice and all Hon'ble	
ì	Tudged (1-10) ble	
-	Judges (past & present) of the	
j j	Ingh Court Matters ha	
	routed through concerned	
	Section A	
	Section $\rightarrow$ Asstt. Reg (Acctt.)	
	Reg. (Acctts)	
<u> </u>	Reg.(Admn)]	
11.	Detailing & attendance of all	
		Registrar General .
	non-Gazetted Class-III staff	2 302
	except Bench Section	
	[Matters be routed through	
	Reg. (Advan) Section $\rightarrow Dy$ .	
12.	$\frac{Reg.(Admn) \rightarrow Reg.(Admn)J}{All}$	
12.	WILL ESDON double a	Registron C.
	concerning the judiciary and	Registrar General
	to co-ordinate between High	•
	Court and the State/Central	, a
	Government and the State/Central	
	Government in administrative	• .
	diffairs. (Matters he routed)	
	through concerned section	1
	$Dy.Reg(Admn) \rightarrow Reg.(Admn)$	
	Pag (Ir: 12 Reg. (Adnin)	
13.	Reg (Vig. & Rules.)	
1 '	Matters relating to the	Registion
	Swearing-in ceremony of the	Registrar General
1 17	Ton'ble Ludge Tis	
	Hon'ble Judges [Matters be	
1 1	United Through company	120
1 5	ASSIL Reg (Admira)	
-	$\rightarrow$ Dy. Reg (Admn) $\rightarrow$ Jt.Reg.	
-	→ Reg.(Admn)]	
14. F	Purchase C.S.	
. 1	urchase of furniture & other	Registrar General
ct	rucles and writing off of vin	Logistial General
1 5	Siviceable filmiture & attack	• .
ai	ticles of the High Court up	. Ith
to	Rs 3 Lakks Tie	
100	Rs.3 Lakhs [Matters be	
	outed through concerned	
1 26	ction $\rightarrow$ Asstt.Reg.(Admn-II)	·
	$V \mapsto \Lambda U V \longrightarrow K C \Gamma (A d m m) T$	
1 2 3 - 1 2 6	irchase of furniture & other D	
(1.15)	ICIES and writing off of the	egistrar General/
ser	viceable furniture & other	Chief Justice
art		
n Is	ove B-2 the High Court	-
	ove Rs.3 Lakhs (Matters	•
100	routed through concern	Alle .
1000	tion Asstt. Reg. (Admn-	
	$\rightarrow$ Jt. Reg. $\rightarrow$	
Res	3.(Admn)]	
S		1
	· ····································	

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Finance Commission's recommendations & Centrally sponsored schemes (Matters be routed through concerned section $\rightarrow Asstt$ . Reg. (Admn-1) $\rightarrow Dy$ . Reg.(Admn) $\rightarrow Reg$ (Admn)]  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts [Matters be routed through concerned section $\rightarrow Dy$ . Reg (Judl.) $\rightarrow Reg$ (Admn)]  18. All matters relating to Judicial Officers of subordinate judiciary including Leave, Leave Encashment & Full Court	dge/ ce
sponsored schemes (Matters be routed through concerned section → Asstt. Reg. (Admn-I) → Dy. Reg. (Admn) → Reg (Admn)]  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts [Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judge/Chief Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment & Full Court	ce
be routed through concerned section $\rightarrow Asstt.\ Reg.\ (Admn-I) \rightarrow Dy.\ Reg.\ (Admn) \rightarrow Reg.$ [Admn]  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts [Matters be routed through concerned section $\rightarrow$ Dy. Reg (Judl.) $\rightarrow$ Reg (Admn)]  18. All matters relating to Judge/Chief Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	ce
section → Asstt. Reg. (Admn-I) → Dy. Reg.(Admn) → Reg. (Admn) I  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts [Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	ce
1) → Dy. Reg.(Admn) →Reg (Admn)]  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts [Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judge/Chief Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	ce
(Admn)]  17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts  [Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	ce
17. Financial matters relating to computerization in the High Court & Sub-ordinate Courts  [Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	ce
computerization in the High Court & Sub-ordinate Courts  [Matters be routed through concerned section $\rightarrow$ Dy. Reg (Judl.) $\rightarrow$ Reg (Admn)]  18. All matters relating to Judicial Officers of sub-ordinate judiciary including Leave, Leave Encashment &	
Court & Sub-ordinate Courts  [Matters be routed through concerned section $\rightarrow$ Dy. Reg (Judl.) $\rightarrow$ Reg (Admn)]  18. All matters relating to Judicial Officers of subordinate judiciary including Leave, Leave Encashment &	
[Matters be routed through concerned section → Dy. Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judicial Officers of subordinate judiciary including Leave, Leave Encashment &	
concerned section → Dy.  Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judicial Officers of subordinate judiciary including Leave, Leave Encashment &	
Reg (Judl.) → Reg (Admn)]  18. All matters relating to Judge/Chief Jordinate judiciary including Leave, Leave Encashment &	
18. All matters relating to Judicial Officers of sub- ordinate judiciary including Full Court Leave, Leave Encashment &	
Judicial Officers of sub- ordinate judiciary including Full Court Leave, Leave Encashment &	rtfolio
ordinate judiciary including Full Court Leave, Leave Encashment &	
Leave, Leave Encashment &	
Licavo, Licavo Lincuminatione	,
I I vecting of Indicial Powers I	
vesting of Judicial Powers (Matters be routed through	
$concerned section \rightarrow Asstt.$	
Reg (Admn-II) → Dy. Reg	
$(Prol) \rightarrow Reg (Admn) \rightarrow Reg$	
(Vig)	
19. Matters relating to detailment of Chief Justice	
High Court vehicles (Matters be	
routed through Asstt. Reg	•
(Court Officer Section) $\rightarrow$ Jt.	
$Reg \rightarrow Reg (Admn)$ .	
20. Welfare of the staff of the Registrar Gen	ieral -
High Court (Matters) be	
routed through concerned	i ·
Section $\rightarrow$ Dy. Reg(Admn) $\rightarrow$	
Reg.(Admn)	
21. All matters relating to Lawyers! Appropriate	
Chambers of the High Court Committee/C	Chief
[Matters be routed through Justice	
$ $ concerned section $\rightarrow$ Asstt.	
$Reg.$ (Admn-II) $\rightarrow$	
$Dy.Reg.(Prol) \rightarrow Reg.$	
(Admn) ]	<u> </u>
22. All matters relating to Chief Registrar	Genera
Justice Bungalow [Matters be   Chief Justice	
routed through concerned	٠
section $\rightarrow Asstt.$ Reg (Court)	
Officer Section) $\rightarrow$ Dy.	
$Reg.(Prol) \rightarrow Registrar$	•
(Admn)]	17 111,
23. Verification of Cash & daily Sole Respon	nsibility
updating of Accounts	:
[Matters be routed through	
concerned Section $\rightarrow Asst.$	

	D //
	$Reg(Acctts) \rightarrow Dy.Reg(Accts)$
	$\rightarrow Reg (Admn.)$
24.	Populificati
	all other method & Chief Justice
	all other matters of the High
	Court & Judges Bungalows
	[Matters be routed through]
	Concerned section - Again
-	Reg. (Court Officers' Sec.) -
	Dy. Registrar $(Prol) \rightarrow Jtr$ .
-	$Rac \rightarrow D$ (1)
25	$Reg. \rightarrow Reg (Admn)$ ]
25.	Leave including LTC of all Chief Justice
	Gazetted Officers of that
	Registry (Matters be routed
	through concerned section -
	Assit. $Reg(Admn-I) \rightarrow Dy$ . $Reg($
	Admn) - Pag (41)
26.	$Admn) \rightarrow Reg.(Admn) \rightarrow RG.$
20.	Leave including LTC of all Position
1 1	non Gazetted staff of the
	Registry (Matters be routed
1 1	
	Asset Park I
	$\rightarrow$ Asstt. Reg(Admn-I) $\rightarrow$ Dy.
	$Reg(Admn) \rightarrow Reg(Admn)$
	$\rightarrow R(G_{\cdot})$
27,	Granting of ACP to the staff Chief Justice
	of the High Court (Matters be
7	outed through concerned
	Paction Concerned
	ection → Asstt. Reg(Admn-
1 1	$P \to DY$ . $Reg(Admn) \to Reg$
1	$Admn) \rightarrow RG.$
28. I	n fracture T
T	The Chief Justice
	aga Court Matters he
r	outed through concerned
1 0	oction -Asstt Registran
1 (0	Court Officer's Section) →Dy.
R	eg. $(Admn) \rightarrow Reg. (Admn)$ ]
29. A	Illaliere roloties / visit
1 " "	Il matters relating to High Chief Justice/
, ,	Matters be Approprie
1	miled through concerned Committee
se	Clion ASSIT Registron
100	Ourt Officer's sec.) - Du
110	$(g(Admn.) \rightarrow Reg.(Admn))$
30. Al	
he	routed there is
Sec	TO THE COLUMN TO THE PARTY OF T
300	Assit. Reg (Accite)
-7	Dy. Reg. (Acctts)
_   Ke	3.(Admn) ]
31. Per	nsion, other benefits & Registrar General
cia	ims of all rotinal state otheral.
	oloyees of the High Court
(Mo	itters be routed through
(Acc	cerned section $\rightarrow$ Asstt. Reg
	counts) -> Dy. Reg. (Acctts)

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.e.'					
				$\rightarrow Jt. Reg. \rightarrow Reg(Admn)]$	
			32.	Financial Affairs & Budget of the High Court (Matters be routed through concerned Section $\rightarrow Asstt. Reg (A/C) \rightarrow$	Appropriate Committee
•			33.	Dy. Reg. (Acctts) $\rightarrow$ Reg. (Admn) Distribution & time to time verification of store materials [Matters be routed through concerned section $\rightarrow$ Asstt. Reg (Admn-II) $\rightarrow$ Dy. Reg	Registrar General
			34.	$(Admn)$ $\longrightarrow$ $It.Reg. \longrightarrow Reg.(Admn) Any other matter entrusted by$	
				General	Registrar General
	05.	Joint Registrar	1.	Supervising and monitoring all matters pertaining to Protocol [Matters be routed through concerned section	
				$\rightarrow$ Asstt.Reg (Prol) $\rightarrow$ Dy.Reg (Prol) $\rightarrow$ Jt. Registrar ]	
•			2.	Reporting Authority of ACRs of all Class-IV staff. (Matters be routed through concerned	Registrar General
		·	3.	section→ Secretary to RG to Itr.Reg)  Pension, other benefits &	Registrar General
			3.	claims of all retired employees of the High Court (Matters be routed through concerned section $\rightarrow$ Asstt. Reg (Accounts) $\rightarrow$ Dy. Reg.(Acctts)	
			4.	$\rightarrow$ Jt. Reg. $\rightarrow$ Reg(Admn)]  Distribution & time to time verification of store materials	
				[Matters be routed through concerned section $\rightarrow$ Asstt. Reg (Admn-II) $\rightarrow$ Dy. Reg (Admn) $\rightarrow$ Jt.Reg. $\rightarrow$ Reg.(Admn)]	
19			5.		
			17.5	[Matters be routed through concerned section —Asstt Reg. (Court Officers' Sec.) —	
			6.	Dy. $Reg_{*}(Prol) \rightarrow Jtr. Reg$ $Reg (Admn)$ In charge of all High Court	t Sole responsibility
IR* T				vehicles including repairing maintenance etc. of vehicles	

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			**. ,
		(Matters be routed through	· \
	1 .	Assit. Reg (Court Oct)	
	-	$\perp Declion \rightarrow J_L Rea$	•
	7.	Matters relating to detailment Chief Justice of High Court walking	
		of High Court vehicles Chief Justice	
			1
		[Matters be routed through	İ
		1 Hours Reg (Court Office)	ł
		Declion) - It Rea - D-	
-		(Admn)]	
ſ	8.	Detailmont	
		Detailment, attendance & Sole Responsi	In I I I
	.		Diffty
		Drivers & Class-TV ather	
		[Matters be routed through	
		concerned section	ĺ
		Agatt Day 10	
		Sec.) $\rightarrow Dv$ Reg. (14.11)	.
			.
		7011. Reg. /	.
1 2	9.	All matters relating to making Chief Justice	
	^	A Trangement !-	
1		Full Court Meeting and other	
	1	meetings of the Tribal other	• //
1		meetings of the High Court	.   !
		williers be routed through	.
		Section Section	
1	A	and D	4.1
	1.5	Sec.) → Jtr. Reg)	
11	0. G	Trooti	1
		Greetings Card, Identity Chief Justice	
		directors, lelephone directors,	
	100	Watters he want t	
	th	arough concerned section	
1 ,1	AS	sstt. Reg. (Admn. II) $\rightarrow Dy$ .	
	Re	$ea(Prol) \rightarrow Dy$	-
11		$eg.(Prol.) \rightarrow Jtr. Reg.J$	
1 1 1	$\cdot \mid \bigcirc$	verall supervision o p	
	lma	aintenance of all security lower det	neral "
	1 1116	artes etc. of the High Cally	1
1	bu	ilding (Matters be routed)	
	thr	rough concerned section	
	Ass	sett Para (C	. 1
	Car	stt. Reg (Court Officer	a
1 .	1~00	Chord - IN Road D. II	- In
10		V41 · 1\CD1STPAN1	
12.	Livia	itters relating to	
	DWG	earing-in-Ceremony, -c. i	
	Hor	n'hle Chief r	1
	Hon	a'ble Justice and	
	rout	n'ble Judges [Matters be	1
	TO CIT	ted through concerned	1
	nocci	ASSTT $ASSTT$ $ASSTT$	1.
	./	Dy. Keg (Admira)	1
10	O WYTE	$eg \rightarrow Re\sigma (Admar)$	1
1.5.	L all C	hase of furniture of the	1:
1 1	articl	les and writing off of un-	•
1 1:	servi	ceable family of un-	rth.
.	articl	ceable furniture & other	1.
1 1.	co. ci O I	ics of the High C-	
	· · · · · · · · · · · · · · · · · · ·	Rs.3 Lakhs (Matters be	

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,						
		1		routed through concerned	7	7
				section →Asstt.Reg.(Admn-II)		
				$\rightarrow Jt.Reg. \rightarrow Reg (Admn) \rightarrow$	•	
,				RG.		
- 1			14.		Chief Justice	-
		1		articles and writing off of un-	Citter Justice	
4				serviceable furniture & other		
				articles of the High Court		
				above Rs.3 Lakhs (Matters		
				be routed through concerned		
				section →Asstt. Reg.(Admn-		
				$II) \rightarrow Jt. Reg. \rightarrow Reg (Admn)$		
				$\rightarrow RG.$		
			15.	Matter relating to purchase of	Chief Justice	
		1		new vehicle including	· Chief atiplice	
;				supervision of vehicles and all		
				other articles [Matters be routed]		
			!	through concerned section -	•	
				Asstt. Registrar (Admn-II) $\rightarrow$ Jt.	,	
			:	$Registrar \rightarrow Registrar (Admn)$		ĺ
			16.	Any other matter entrusted by	Chief Justice/	
				the Hon'ble Chief Justice/	Registrar General	
:  -	0.=		111	Registrar General		
ٔ [ ا	05.	Deputy Registrar	1.	Supervising and monitoring	Concerned Judge/	
		(Judicial)-cum-CPC		all the matters relating to	Reg (Admn)	
.   ,				computerisation in the High	(relating to financial	
				Court and Subordinate	matter)	
			'	Courts. (Matters be routed		
•				through concerned section		
'			" "	$\rightarrow Dy$ . Reg(Judl)-cum-CPC)		
			2.	Preparation of Roster	Registrar(Judicial)	
	1	•		(Matters be routed through	Branch (a deticitat)	
				Dy.Reg (Judicial).		
		•	3.	Matters relating to Cause List	Registron (Tudicial)	
				and Grouping of cases	tropignar (anniorar)	
		,		Matters be routed through		
	. ]			concerned section → Asstt.		
				$Reg(Bench \rightarrow Dy. Reg(Judl)]$		
	.		4.		Colo Domes il ili	
				including Wills, Deed etc.	Sole Responsibility	
		•	5.		Registrar (Judicial)	
*		• •		Books (Matters be routed	rogramm (andicial)	
-				through concerned section		
	•	•		$\rightarrow Asstt. Reg(Bench) \rightarrow Dy.$		
				Reg. (Judl)-cum-CPC.)		11
			<u></u> 6.	All matters relating to	Registrar (Judicial)	
				Statement of the High Court	( daground)	
'				and Subordinate Courts		
				(Matters be routed through	Š	
				concerned section $\rightarrow Asstt$	.	
				$Reg(Bench) \rightarrow Dy.Reg.(Judl)$ -	·	
				cum-CPC)		

	7.	Supervie	•
	1 ' .	Supervision and monitoring of Judicial Section	Registron (Table 1)
	-		(Judicial)
	8.	All matters relation	
	1	Information & Communication	1
		[ J. OOH [ ] ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	Judge/ Reg (Admn)
		Courts project Matters	(relating to financial
		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	matter)
	-	routed through concerned	
		DV. Reg (Indi) com	
	-		
	9.	Judicial Education & Training	CI
		(Matters be routed through	Chief Justice/
		concerned gestion P	Concerned Judge/
决 李		concerned section →Dy. Reg	Reg.(Admn)(relating
4	10.	(Judl)-cum-CPC)	to financial matter)
	1.0.	Lowazima Court of the High	Registrar (Vialt III
		Watters he routell	Registrar (Vig/Judl) & Sole responsibility
		through concerned section	
		Asstt. Reg (Bench) -> Dy.	regarding the matters
		Reg. (Judl).	as mentioned in order
	1 1		140.1.40 (21)-1-107/1
			DENCH/ REGISTRY/
			2013/7046-82 dated
	1. 1		10.05.13 and sole
	1 1	$\cdot$ in $\mathbf{r}$	espongibility.
	1 1	a	bsence of Reg (Vig)
		8	
	1 1.:		Irdou br " !
	11. I		8.01.14. No.48 dt.
	1	all contract of all b	Baiche (T. I)
	İ	ion-Gazetted Class-III staff	egistrar (Judicial)
- 1	.0	f Bench Section 1 16	
- i		f Bench Section [ Matters be	1
		outed through concerned	
	S	ection $\rightarrow$ Dy. Reg (Judl) ]	
-			4
1	12. P	reparation of Decree in the Re	
	Jı	igh Country section of the	egistrar (Judicial)
- [	H	19h Court Dr.	
		utad 41 [ividilers be	•
- 1	50	ction concerned	, and a second s
	130	ction → Asstt. Reg(Bench)	
		Dy. Reg (Judl)	1
	13. Ma	anagement of H	
	rec	anagement of all judicial Reg	gistrar (Judicial)
	1,00	orus mom the min out	oudicial)
-	41-	ction to the consignment of	1
	1 01.10	record in the Record	
		Matters be routed	
	thre	ough concornad	
1	<b>→</b>	2x3311. Reg(Bench) D.	
-		10 01011	
12	<ol> <li>Mat</li> </ol>	ters relating to IT:	
	Cou	ort Legal Services [Matters]	strar (Judicial)
	be r	outed through	, , , ,
	sect	couted through concerned	di di
		ion → Dy. Reg (Judl) J	
		The state of the s	

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 ·		
15.	Matters relating to High Court Mediation [Matters be routed through concerned section → Dy. Reg (Judl) ]	
16.	Management of cases in the High Court and District Courts including all matters relating to judicial work [Matters be routed through concerned section → Dy. Reg (Judl) ]	Registrar (Judicial)
17.	Compliance with the orders and judgements of the Supreme Court of India & High Court [Matters be routed through concerned]	Registrar (Judicial)
18.	section → Dy. Reg (Judl) ]  Destruction/re-construction of the Judicial Record in the High Court & conducting enquiry etc.	Registrar (Judicial)
	concerning the loss misplacement of such record [Matters be routed through concerned section $\rightarrow$ Dy. Reg (Judl) ]	
19.	All matters relating to publication of Court News	Registrar (Judicial)
. ***	Letter of the High Court of Tripura [Matters be routed through concerned section $\rightarrow Dy$ . Reg.(Judl) $\rightarrow Registrar$ (Judl) 7	
20.	Jail Appeals, complaints and other matters pertaining to Jails & under trials/convicts [Matters be routed through concerned section — Dy. Reg (Judl) ]	Registrar (Judicial)
21.	Preparation of Calendar of High Court & Subordinate Courts [Matters be routed through concerned section → Asstt. Reg(Admn-I) →Dy. Reg.(Judl) → Reg.(Judl) ].	Registrar (Judicial)
22.	Reporting Authority of the ACRs of all non-Gazetted Class-III staff of Computer /IT Section (Matters be routed through concerned section — Secretary/PS to RG — Dy. Reg(Judl)-cum-CPC.	Registrar General

		· · · · · · · · · · · · · · · · · · ·	
			Secretary, High Court Concerned Committee
.			Mediation Committee & State Concerned Committee
			Iviediation
	.	.	[Matters be routed through
			concerned section → Dy. Reg
1			$(Judl) \rightarrow Reg(Vig. & Rules)'$
		2	
			1 County T
			Committee Fit Oct Vices of High Court Legal
			De Services Committee
		·	
			$section \rightarrow Dy. Reg (Judl) \rightarrow$
		24	Reg(Vig. & Rules].
		2"	
			Tudicial Education Training a land Tudice
}			Computer 1.1. Section Matthew
ļ.			be routed through govern
1			Bechon - Dy. Reg. (Jud)-citing
		ļ	$CIC \rightarrow Reg(Admn)$
1		25	· Financial matters relational
			Computerization in the Link
			Court & Sub-ordinate County
			[Matters be routed through]
•	1		concerned section $\rightarrow Dy$ .
			$Reg(Iudl) \rightarrow Dy$
		26.	$\frac{Reg(Judl.) \rightarrow Reg(Admin)]}{Any other model}$
			1 land thatters entrusted Registrat General/
			LIC Registration D
06.	Deputy	Registrar 1.	The state of the s
	(Admn)	T.	All matters pertaining to P
	'	!	Lostdonsiment Section except
			Statement matters [Mattala
			be routed through concerned
			$\rightarrow A_{SCH}$
			$(Aamn1/11) \rightarrow Dv p_{ab}$
			$(Admn) \rightarrow Reg. (Admn)$ ]
1		2.	HITTS CITIZE TO
			and all maintain General/
		.	Tri t Works of Chief Justice
			routed distance be
1			gooti-
	•		(Court. Officer's Section) $\rightarrow Dy$ .  Reg. (Admin) $\rightarrow Dy$ .
1		3.	Reg. $(Admn) \rightarrow Reg. (Admn)$ ]
		1 1	Framing of Rules of the High Chief Justice/
		1 1	Court & Sub-ordinate Courts
		1 11	aviallers be routed through
		1 1	Concerned section - Du Par
1			Admin.) -> Reg(Vio & Pallon)7
		··   X	Ill illatters relating to D. 1
		1 1	section of the Fligh County
-		L	watters be routed through
			oncerned section - Du
1		1 1	leg. (Admn.) - Registrary
-			Vig. & Rules)7
1		5. N	latters relating to the Registrar General

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	Swearing-in ceremony of the	
	Hon'ble Chief Justice and	
	Hon'ble Judges [Matters be	
	routed through concerned	
	section→ Asstt. Reg.(Admn.I)	
	$\rightarrow$ Dy. Reg (Admn) $\rightarrow$ Jt.Reg.	
	$\rightarrow$ Reg. (Admn)	
6.	All matters relating to High	Chief Justice/
	Court Canteen [Matters be	Appropriate
	routed through concerned	Committee
	section →Asstt. Registrar	
	(Court Officer's sec.) $\rightarrow$ Dy.	
7.	$Reg (Admn.) \rightarrow Reg.(Admn)]$	T-:-LTD
1.1.	Detailment, attendance &	Joint Registrar
	supervision of work of	
	Drivers & Class-IV staff	
	[Matters be routed through	
	concerned section	
	Asstt.Reg.(Court Officers'	. ,
	Sec.) $\rightarrow$ Dy. Reg.(Admn,) $\rightarrow$ Jt. Reg.	*
8.	All matters relating to	Chief Justice/ Full
0.	Designation of Advocates as	1
i	Senior Advocates by the High	Court
	Court and verification of their	
	Income Tax Returns [Matters]	
1	be routed through concerned	
ŀ	section $\rightarrow$ Dy. Reg (Admin) $\rightarrow$	
	Reg(Vig & Rules) ]	
9.	All matters relating to	Chief Justice/
į	Purchase & Store Section	
	[Matters be routed through	210 612 212
	concerned Section Asstt.	
	$Reg.(Admn-II) \rightarrow Dy. Reg.$	
	$(Admn) \rightarrow Reg.(Admn)]$	
10.	Welfare of the staff of the	Registrar General/
	High Court (Matters be	Chief Justice
	routed through concerned	
	Section $\rightarrow$ Dy. $Reg(Admn) \rightarrow$	•
	Reg.(Admn)	
11.	All matters relating to Court	Appropriate
1:	buildings of the Sub-ordinate	Committee/Chief
	judiciary (Matters be routed	Justice/Full Court
	through concerned section	
	$\rightarrow$ Asstt. Reg (Admn-II) $\rightarrow$ Dy	
	$Reg (Admn) \rightarrow Reg.(Judi)$	
	-> <i>RG.</i> )	
12.	1	
	concerning the judiciary and	I .
	to co-ordinate between High	
	Court and the State/Central	The second secon
	Government in administrative	

j.		-			
i	1. 1			affairs (Matters be routed	
			1		
:				$\rightarrow Dy$ . Reg (Admn) $\rightarrow Reg$	\ \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\
			.	$(Admn) \rightarrow Reg (Vig. & Rules)$ $\rightarrow RG$	
:	-			$\rightarrow RG$	
			1.	3. Matters conserve	
				appointment of President of	
				C- 1 Tostdefit Of	
				appointment of Director of	, th
				Prosecution, appointment of	,
				other appointments wherein	
				consultation with or approval	
				1 -00. 01 (110 1-101) 10 (11-101)	
	1.			Justice or the High Court is	
				required (Matters be routed)	
				through concerned section ->	
				Asstt. Reg.(Admn.I) $\rightarrow$	
				$\begin{array}{c} Dy.Reg\ (Admn) \rightarrow RG) \end{array}$	1
			14.		
			1 .	participation	- e
				Justices' Conference and joint	A Alleh
		× .		conference of the Chief	
	- 1			Conference of the Chief Ministers & Chief Justices &	
1		•		implementation of the	
.				Resolutions thereof (Matters	rh
	1			outed through acres	1
				ASSII Roa (12- r)	
				Dy. Keg (Admin)	
				$Registrar(Judl.) \rightarrow RG$	
.			1 20.	reducts for room-it	
				mornaing promotion of the state	-
- 1			1		
.			: 1 1 '	000000 1777011014	1
		•	1 13	ASSIL. Reg. (Admn I)	
.			1 1	DV. 1600 / Admin	(-)-)
			16. T	$\frac{Reg.(Vig. \& Rules) \rightarrow RG)}{Reg.(Vig. \& Rules) \rightarrow RG)}$	
			1	Leave of the High Court Chief Justice	di
	.		t1	udges (Matters be routed rough concerned section -	
			A	sstt. Reg. $(Admn-I) \rightarrow Dy$ .	
1			Re	$e^{2g}(Admn) \rightarrow Reg.(Admn)$	
				RG.	11%
	10	, 	17.   Es	stablishment of Courts Cliff	
	11		1 (M	latters be routed the Chief Justice/Full	
1			1 1	ncerned section - Agett Court	
			1	5. (4(11111111111111111111111111111111111	
			RG	$5\cdot(Admn.) \rightarrow Reg(Indi)$	
1	1		1	•/	
			Cor	plementation of 13 <sup>th</sup> Finance Chief Justice/	
			reco	ommendations & Centrally  Appropriate  Committee	
				Committee	

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	1	·		
			sponsored schemes (Matters be	
			routed through concerned	
			section →Asstt. Reg. (Admn-I)	
			$\rightarrow$ Dy. Reg.(Admn.) $\rightarrow$	
		10	$Reg.(Admn) \rightarrow RG.$	
	4	19.	Leave including LTC of all	Chief Justice
			Gazetted Officers of the	
			Registry (Matters be routed	
Į l	,		through concerned section $\rightarrow$ Asstt. Reg(Admn-I) $\rightarrow$ Dy. Reg(	
			Admn) $\rightarrow$ Reg. (Admn) $\rightarrow$ RG.)	
		20.	Teave including LTC of all	Docietas C. 1
		20.	Leave including LTC of all non Gazetted staff of the	Registrar General
	*			
			Registry (Matters be routed	
			through concerned section	,
			$\rightarrow$ Asstt. Reg(Admn-I) $\rightarrow$ Dy.	
			$Reg(Admn) \rightarrow Reg.(Admn)$	
			$\rightarrow RG.$	
	·	21.	Granting of ACP to the staff	Chief Justice
			of the High Court (Matters be	
			routed through concerned	
	·		section $\rightarrow$ Asstt. Reg(Admn $_{\uparrow}$	·
		j .	I) $\rightarrow$ Dy. Reg(Admn) $\rightarrow$ Reg	
		!	$(Admn) \rightarrow RG.$	
		22.	Litigation by or against the High.	Registrar General/
				Chief Justice
			(Matters be routed through	Cittor anomor.
			concerned section $\rightarrow Dy$ . Reg(	
			Admin) $\rightarrow Reg (Judl) \rightarrow RG.$	
		23.	Litigation by or against the High	Registron Consult
, ,			Court in the High Court	Registrar General/ Chief Justice
			(Matters be routed through	Cilici Justice
			concerned section $\rightarrow Dy$ . Reg	67
	• •	.	(Admn) $\rightarrow$ Reg (Judl) $\rightarrow$ RG.)	
			Commy Lies (July - A.G.)	
	· ·			
.	,	24.	Matters of recruitment,	Registrar General/
			promotion & posting in	Chief Justice
		'	respect of all staff including	
.			Officers under the High Court	
			Service. [Matters be routed]	
			through concerned section	
	la i		Asstt. Reg.(Admn.I) $\rightarrow$ Dy.	
	17			
		-	Reg(Vig. &Rules) ]	
		25.	Matters relating to recruitment,	Concerned
	*	,	promotion, transfers etc. of all	Committee / Chief
			the staff members of Sub-	Justice
			ordinate/District Judiciary	
	·		[Matters be routed through	.*
1. •			concerned section Asstt. Reg	
1		1	1 (A Chara I) 1 h Dow (d dans)	
			$(Admn-I) \rightarrow Dy$ . Reg $(Admn)$ $\rightarrow Reg(Vig. & Rules)$ ]	

		N. The Control of the
.	26. Implementation of Shetty Approximately	
1 1	Commission's recommendate	7:
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
•	of the staff of the subart	
!	judiciary [Matters be routed]	
:	through concerns is	
	through concerned Section	
	Dy. Registrar (Admr) -	
	Registrar (Admm) J	
	Tours of the second	
	verification of store materials  [Matters 1]  Registrar General	1
	[Matters be routed the	.
	1 Section	dh
	A = A = A = A = A = A = A = A = A = A =	
	$A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow A \rightarrow$	
	Reg.(Admn)7	सी।
	28. Detailing & attenda	1
	non-Gazetted Class-III staff	
	(except by	1
	Matters he read Section	
	[Matters be routed through concerned section	
	$Reg (Advan)$ Section $\rightarrow Dy$ .	(Alsh
1	$\frac{Reg.(Admn) \rightarrow Reg.(Admn)J}{29. \text{ Any other matter.}}$	
-	buth Barrier matters entrusted Registran G	
07.	Depute: D	1
	(Account) All Imancial methods in	
		1/
	TOWN TOWN	
- 1	Dy. Reg (Accits)	
	2. Verification by G	eh.
	updating of Accountd Registrar (Admn)	
	(Matters he read Accounts)	
·	([Matters be routed through	dh ,
	Reg (Accts)	;
.	$\begin{array}{ccc} Reg & (Acctts) & \rightarrow & Dy. & Reg \\ (Accts) & & P & & & \end{array}$	i
	$1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow 1 \rightarrow$	1 00
	,	J ""
	routed (Matters be Committee	
	Section Agents P. Committee	
	Section $\rightarrow Asstt.$ Reg $(A/C) \rightarrow Dy.$ Reg. $(Acctts) \rightarrow Reg.(Admn)$	
	4. Pension, other benefits & Registrar C	1
9	employees of the Iri	
	employees of the High Court	
	(Matters be routed through	
	concerned section $\rightarrow Asstt$ .	
	$\begin{array}{ccc} Reg & (Accounts) & \rightarrow & Asstt. \\ (Acctts) & \rightarrow & Jt. & Reg. \end{array}$	ė . die
	$ \begin{array}{c c} (Acctts) & \rightarrow Jt. & Reg. \\ Reg.(Admn). & \end{array} $	*
	t t	
		-lit
.		

Je de	,			25	
•					
			5.	Pension and medical benefits & claims of the Hon'ble	Registrar General.
				Chief Justice and all Hon'ble Judges (past & present) of the	
		•		High Court [Matters be routed through concerned	
	٠.	·		routed through concerned Section → Asstt. Reg (Acctt.)	
				$\rightarrow Dy$ . Reg.(Acctts) $\rightarrow$	
				Reg.(Admn)]	
			6.	Any other matters entrusted by the Registrar General	Registrar General
	08.	Deputy Registrar	1.	All matters pertaining to	Chief Justice
		(Protocol)		Protocol [Matters be routed	
			,	through concerned section $\rightarrow Asstt$ Reg (Prol) $\rightarrow Dy$	
	1			$Reg(Prol)) \rightarrow Jt.Reg$	
			2.	All matters relating to Chief	
				Justice Bungalow [Matters be	Chief Justice
				routed through concerned section $\rightarrow Asstt$ , Reg (Court	
				Officer Section) $\rightarrow$ Dy. Reg.	
				$(Prol) \rightarrow Reg (Admn)$	•
			3.	Beautification/Gardening &	Registrar General
	E L			all other matters relating to	/Chief Justice
	ŀ			Judges Bungalows & High Court buildings (Matters be	
	i .		i i	routed through concerned	
				section → Asstt. Reg (Court	
		1		Officer Section) → Dy. Reg.(	
				$Prol$ ) $\rightarrow$ $Jt$ . $Registrar \leftrightarrow Reg$	6 7 
•			4.	(Admn)] Overall supervision &	Registrar General
				maintenance of all security	/Chief Justice
				mattes etc. of the High Court	
				building (Matters be routed	·
				through concerned section $\rightarrow$ Asstt. Reg (Court Officer Section)	·
				ightarrow Dy. Reg.( Prol) $ ightarrow$ Jir.	
			5.	Registrar) Over all supervision of High	Colomographii
•	١,		٥.	Court staff quarters &	Sole responsibility
				maintenance thereof [Matters	
				be routed through concerned	
				Section $\rightarrow$ Asstt.Reg (Admn- II) $\rightarrow$ Dy.Reg (Prol)]	
		3	6.	All matters relating to	Concerned Portfolio
				Judicial Officers of sub-	Judge/Chief Justice/
		·		ordinate judiciary including	Full Court
			,	Leave, Leave Encashment &	
				vesting of Judicial Powers (Matters be routed through	
				concerned section → Asstt.	

rk.

				Reg (Admin-II) -> Dy. Reg	
				$(Prol) \rightarrow Reg(Admn) \rightarrow Reg$	
		·		(Vig).	·
			8.	Matters relating to issuance of	Registrar (Judicial)
ľ				License of Advocate Clerk in	rogistiai (sudiciai)
		1		the High Court [Matters be	
				routed through concerned	
-		i	• .	section → Asstt. Reg (Admin-	
	,			$II) \rightarrow Dy$ . Reg (Prol)].	
		,	9.	All matters relating to	Registrar General
				Lawyers' Chamber of the	2.10 Prom or Collot of
				High Court [Matters be	·
				routed through concerned	
	•			section → Asstt. Reg (Admn-	
		•		II) $\rightarrow$ Dy. Reg.(Prol.) $\rightarrow$	
				Reg.(Admn.)]	
			10.	Greetings Card, Identity	Chief Justice
				Cards, telephone directory	
				etc. [Matters be routed	
				through concerned section ->	
	· · · · · · · · · · · · · · · · · · ·			Asstt. Reg. (Admn.II) $\rightarrow Dv$ .	
	× 4		-	$Reg.(Prol.) \rightarrow Jtr. Reg.$	
	•		11.	Any other matter entrusted by	Chief Justice/
			.	the Chief Justice/Registrar	Registrar General/
	:	<del></del>	<u> </u>	General/Registrars.	Registrars

### OTHER INSTRUCTIONS

1. In absence of the Registrar General, his charge will remain with the Registrar (Vig. & Rules) or Registrar (Judicial) who is senior and in absence of both Registrar (Vig. & Rules) and Registrar (Judicial), the charge of Registrar General will remain with the Registrar (Admrt. P & M).

2. The ACRs of Secretary, Private Secretary & Personal Assistant attached with the Hon'ble Chief Justice and Hon'ble Judges will be written by their

Lordships.

3. The Registrar (Admn. P & M) with the assistance of the Deputy Registrar (Admn.) and Assistant Registrar (Court Officer Section) will prepare guideline regarding detailment-of-Class-IV staff in Court Rooms, Chamber of Hon'ble Judges, Chamber of Officers, different Sections and in Judges' Bungalows/residences for kind approval of the Hon'ble the Chief Justice.

4. Till filling up the post of Registrar (Vig. & Rules) of this Registry, the responsibility and duties of the Registrar (Vig. & Rules) relating to serial nos. 1, 2, 3, 4, 5, 6, 8, 13, 14, 15 & 20 will be dealt with by the Registrar General and the remaining matters relating to Serial nos.7, 9,10,11, 12, 16, 17, 18 & 19 will be dealt with by the Registrar (Judicial).

BY ORDER

Sd/-

(M. CHAKRABARTI) REGISTRAR GENERAL

# Memo No. F.44(11)(a)-HC/2014/20349-78 Dated, Agartala, the 12th November 2014

#### Copy to:

1. The Registrar (Judicial), High Court of Tripura, Agartala.

2. The Registrar (Admn, P&M), High Court of Tripura, Agartala.

3. The Joint Registrar, High Court of Tripura, Agartala.

- 4. The Deputy Registrar (Judicial)-cum-CPC, High Court of Tripura, Agartala.
- 5. The Deputy Registrar (Admn.), High Court of Tripura, Agartala.

6. The Deputy Registrar (Accounts), High Court of Tripura, Agartala.

7. The Principal Secretary to the Hon'ble Chief Justice, High Court of Tripura,

8. The Deputy Registrar (Protocol), High Court of Tripura, Agartala.

9. The Chief Librarian, High Court of Tripura, Agartala.

10. The Secretary to Hon'ble Judges, High Court of Tripura, Agartala.

11. The Secretary to the Registrar General, High Court of Tripura, Agartala.

12. All Assistant Registrars, High Court of Tripura, Agartala

13. The System Analyst, Computer Section, High Court of Tripura, Agartala

14. All Superintendents, High Court of Tripura, Agartala.

15. ORDER FILE,

### COMMITTEES CONSTITUTED BY THE HIGH COURT OF TRIPURA

SI.	Name of the	Constituted on	Re-constituted on	Further re-constituted	Remarks
No.	Committee			on	
01	Canteen Committee	<u>29.05.2014</u>	24.07.2017	<u>07.08.2018</u>	
		Hon'ble Mr. Justice U.B.Saha- Chairman	Chairman:	Chairman:	
		Members:	Hon'ble Mr. Justice S.	Hon'ble Mr. Justice A.	
		1. Hon'ble Mr. Justice S. Talapatra	Talapatra	Lodh	
		2.Sri M. Chakrabarti, Registrar General	Members:	Members:	
		3.President, High Court Bar Association	1. Shri SDeb, Sr. Adv,	1. Shri S.K.Deb, Sr.	
		4.President, High Court Employees Association	President High Court Bar	Adv	
			Association	Registrar General	
			Registrar General	3. Registrar (Admn.	
			3. Registrar (Admn.	P&M)- Member	
			P&M)- Member Secretary	Secretary	
			4. President, High Court	4. President, High	
			Employees Association	Court Employees	
				Association	
02	Mediation Monitoring	29.05.2014	06.03.2018	07.08.2018	
-	Committee	Hon'ble Mr. Justice S. Talapatra	The Secretary to the High	Hon'ble Mr. Justice	
	(One Man Committee)		Court Legal Services	A.Lodh	
	(,		Committee shall also act		
			as the Secretary High		
			Court Mediation		
			Committee and State		
			Mediation Committee (in		
			partial modification of `		
			Order No.21, dated		
			12.11.2014)		

SI.	Name of the	Constituted on	Re-constituted on	Further re-constituted	Remarks
No.	Committee			on	
03	Committee for	<u>09.06.2016</u>	<u>24.06.2016</u>		In terms of
	monitoring the	<u>Chairperson:</u>	Chairperson:		the
	implementation of the	Hon'ble the Chief Justice-	Hon'ble the Chief Justice		Resolution
	resolutions passed in	Members:	Members:		adopted in
	the Chief Justices'	1.Hon'ble Mr. Justice S. Talapatra – Member	1.Hon'ble Mr. Justice S.		the Chief
	Conference	2.The Registrar General (Ex-officio) – Member	Talapatra		Justices'
		3.The LR & Secretary, Law, Government of Tripura	2.The Registrar General		Conference,
		(Ex-officio) – Member	(Ex-officio)		2016 on
		4.The Director, Tripura State Judicial Academy,	3.The LR & Secretary,		Agenda Item
		Agartala (Ex-officio) – Member	Law, Government of		No.1
		5. The Registrar (Admn.) (Ex-officio) – Member	Tripura (Ex-officio)		
		6.The Chief Engineer (R & B), Govt. of Tripura –	4.Finance Secretary,		
		Member	Govt. of Tripura (Ex-		
		7.The Member Secretary, TSLSA – Member	Officio) 5.The Director, Tripura		
		8. Dy. Registrar (Judl.)-cum-CPC – Member			
			State Judicial Academy,		
		Member-Secretary:	Agartala (Ex-officio)		
		Registrar (Judl.) (Ex-officio)	5. The Registrar (Admn.)		
			(Ex-officio)		
			6.The Chief Engineer,		
			PWD (Building), Govt. of		
			Tripura		
			7. Member Secretary,		
			TSLSA		
			8. Dy. Registrar (Judl.)-		
			cum-CPC		
			Member-Secretary:		
			Registrar (Judl.) (Ex-		
			officio)		

SI.	Name of the	Constituted on	Re-constituted on	Further re-constituted	Remarks
No.	Committee			on	
04	State Court	<u>27.11.2013</u>	<u>29.06.2016</u>	<u>23.03.2017</u>	
	Management Systems	Chairperson:	Chairperson:		
	Committee (SCMSC)	Hon'ble the Chief Justice	Hon'ble the Chief Justice	Chairperson:	
				Hon'ble the Chief	
		1. Hon'ble Mr. Justice U.B.Saha - Member	Members:	Justice	
		2. Hon'ble Mr. Justice S.C.Das- Member	1.Hon'ble Mr. Justice		
		3. Hon'ble Mr. Justice S.Talapatra- Member	U.B.Saha – Member	<u>Members</u>	
		4.Registrar General, Ex-Officio- Member	2.Hon'ble Mr. Justice	1. Hon'ble Mr. Justice	
		5. LR & Secretary, Law, Govt. of Tripura (Ex-Officio)	S.C.Das – Member	S. Talapatra	
		- Member	3.Hon'ble Mr. Justice S.	2.DGP, Tripura	
		6. The Addl. Chief Engineer , PWD (R & B), Govt. of	Talapatra – Member	3.Registrar General,	
		Tripura- Member	4. DGP, Tripura,	Ex-Officio	
		7. State Informatics Officer, NIC, Tripura State-	5.The Registrar General	4. LR & Secretary, Law,	
		Member	(Ex-officio) – Member	Govt. of Tripura (Ex-	
			6.The LR & Secretary,	Officio)	
		Registrar (Judicial) (Ex-Officio)- Member-Secretary	Law, Government of	5. The Chief Engineer,	
		[In terms of the decision taken by the Chief	Tripura (Ex-officio) –	PWD (Buildings), Govt.	
		Justices' Conference, 2013 against Item No.1.]	Member	of Tripura	
			7.The Chief Engineer	6. State Informatics	
			(Building), Govt. of	Officer, NIC, Tripura	
			Tripura – Member	State	
			8. State Informatics		
			Officer, NIC, Tripura	Member-Secretary	
			Member-Secretary	Registrar (Judicial) (Ex-	
			Registrar (Judl.) (Ex-	officio)	
			officio)-		
			[In terms of the Resolution		
			adopted in the Chief		
			Justices' Conference,		
			2016 on Agenda Item		
			No.13]		

SI.	Name of the	Constituted on	Re-constituted on	Further re-constituted	Remarks
No.	Committee	00.00.0040		on	In towns of the
05	Sub- Committee of the State Court Management Systems Committee (SCMSC) for preparation of Vision Statement on the basis of the National Vision Statement formulated by the Committee of 3(three) Chief Justices in the Conference held in April, 2015	29.06.2016  Chairman: Hon'ble Mr. Justice S.C.Das  Member: Hon'ble Mr. Justice S. Talapatra  Secretary: Registrar (Judicial) -	Defunct		In terms of the Resolution adopted in the Chief Justices' Conference, 2016 on Agenda Item No.13(ii)
06	Cell to monitor the progress of utilization of fund sanctioned under 14th Finance Commission	30.06.2016  1.Registrar General 2.Registrar (Judicial) 3. Registrar (Admn. P & M) 4.Dy. Registrar (Admn.) 5.Sri Ajoy Kr. Chowdhury, Retired Section Officer, Finance Department, Govt. of Tripura	Defunct		In terms of the Resolution adopted in the Chief Justices' Conference, 2016 on Agenda Item No.16
07	Committee to closely monitor the timely completion of projects and to facilitate a proper coordination between the officials at the District level and the decision making Authorities of the State Government	O1.07.2016  Chairperson: Hon'ble Portfolio Judge  Member  1. District & Sessions Judge 2. Superintending Engineer 3. The Chief Judicial Magistrate  Member Secretary The Registrar (Judicial) (Ex- Officio)			In terms of the Resolution adopted in the Chief Justices' Conference, 2016 on Agenda Item No.2 relating to Infrastructure of Subordinate Courts

SI.	Name of the	Constit	uted on		Re-constitu	uted on	Further re-constituted	Remarks
No.	Committee						on	
08	Monitoring Committee: Selection and Appointment Committee for the purpose of monitoring the process of filling up of vacancies of supporting staff in District Judiciary	O2.07.2016  Hon'ble Mr. Justice U.B.Saha Hon'ble Mr. Justice S.C.Das Hon'ble Mr. Justice S. Talapatra (assisted by the Registrar General)	Hon'ble Mr Das	8.2016  Justice S. C.  Justice S.	29.03.2 Hon'ble Mr. Talapatra		24.11.2018 Chairman: Hon'ble the Chief Justice Member: Hon'ble Mr. Justice S. Talapatra Hon'ble Mr. Justice A. Lodh	
09	Library Committee	06.10.2016  Hon'ble Mr. Justice S. Tala  Judge-in-Charge of the	•					
10	High Court Gender Sensitisation and Internal Complaints Committee (GSICC)	OB.05.2014 Chairperson: Hon'ble Mr. Justice U. B. S. Members: 1. Hon'ble Mr. Justice S. C. 2.Mr. M. Chakrabarti, Regingeneral 3.Mr. S. M. Chakraborty, S. Advocate 4.Ms. A. S. Lodh, Advocate 5.Mr. N. Guha, Advocate 6.Ms. P. Dhar, Advocate 7.Ms. Trika Acharjee, Chies Superintendent of Protective Directorate of Social Welfat Social Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Departme 8.Ms. Angina Dey, Asstt. Reginal Education Department Procession Pro	c. Das, strar  cr. e  f ve Homes, ure and ent	Chairperson: Hon'ble Mr. J Member: 1. Hon'ble Mr. 2. Registrar G 3.Mr. S. M. Cl Advocate 4.Ms. Aditi Sh Advocate 5.Ms. Paramit 6.Ms. Angina Registrar 7. Ms. Sumita Registrar	ustice S.C.Das Justice S. Talap teneral nakraborty, Sr. arma Lodh, ta Dhar, Advocat	hatra Me 1.R 2.S 3.S 4.S 4.S Adi Aga	o7.06.2018 airman: n'ble Mr. Justice A. Lodh mbers: egistrar General mti Angina Dey, Member- ecretary mti Chaitali Datta mti Rita Roy (Secretary, vasi Mahila Samiti, artala)(NGO)	In terms of the direction of Hon'ble Supreme Court of India in order dated 11.05.18 in Writ Petition (Crl.) No. 113 of 2018 (Afshan Pracha Vrs. Union of India & Ors.)

		(Acctts.), (Member Secretary)	9. Ms Chaitali Datta, Superintendent – <u>Member-</u> <u>Secretary:</u> 10. Ms. Trika Acharjee, Chief Superintendent of Protection Homes, Directorate of Social Welfare and Social Education Department, Agartala		
11	Internal Complaints Committee to redress the complaints made with regard to Sexual harassment against the members of Tripura Judicial Service	<b></b>		O7.06.2018 Chairman: Hon'ble Mr. Justice S. Talapatra  Members: 1.Hon'ble Mr. Justice A. Lodh 2.Ms. Aditi Sharma Lodh, Advocate 3.Ms. Paramita Dhar, Advocate 4.Smti Rita Roy (Secretary, Adivasi Mahila Samiti, Agartala)(NGO)	In terms of the direction of Hon'ble Supreme Court of India in order dated 11.05.18 in Writ Petition (Crl.) No. 113 of 2018 (Afshan Pracha Vrs. Union of India & Ors.)
12	Mini Secretariat for implementation of the resolutions of the Chief Justices' Conference,2016	24.06.2016  Name of the Officers & Staff members of the High Court:  1.The Registrar General 2.Sri A. Debbarma, Registrar (Judicial) 3.Sri D. Debbarma, Dy.Registrar (Judicial)-cum-CPC 4.Sri Sajal Chakraborty, Dy.	25.11.2016 Name of the Officers & Staff members of the High Court:  1.The Registrar General 2.Sri S. Sharma Roy, Registrar (Vigilance) 3.Sri D. Debbarma, Dy.Registrar (Judicial)-cum-CPC		

		Registrar (Admn.)		4.Sri Sajal Chakraborty	, Dy.			
		5.Sri Narayan Saha	, Programmer,	Registrar (Admn.)				
		Computer Section		5.Sri Narayan Saha, Pr	ogrammer,			
		6.Sri Saikat Sarma,	PA	Computer Section				
		7.Sri Sabyasachi G	hosh, PA	6.Sri Saikat Sarma, PA				
				7.Sri Sabyasachi Ghos	h, PA			
13	Portfolio Judge of	<u>18.09.2014</u>	<u>24.08.2016</u>	20.03.2017	<u>13.08.2</u>	<u> 2018</u>	<u>20.11.20</u>	<u>20</u>
	Judicial Districts	1)Hon'ble Mr.	1)Hon'ble Mr.	Hon'ble Mr. Justice	1.Hon'ble N	۸r.	1.Hon'ble Mr. Justic	e S.
		Justice U. B.	Justice S. C.	S. Talapatra for	Justice S.	<b>Falapatra</b>	Talapatra	
		Saha for West	Das for West	West, South &	for West Tri	pura,	for West Tripura, Gor	nati, South
		Tripura District	Tripura Judicial	Gomati Judicial	Gomati, Soi	uth	Tripura & North Tripu	ra District
		2)Hon'ble Mr.	District in	District w.e.f	Tripura & N	orth	2.Hon'ble Mr. Justic	e A. Lodh
		Justice S. C. Das	addition to	16.03.2017 in	Tripura Judi	cial	for Dhalai, Sepahijal	a & Khowai
		for South Tripura	South Tripura &	addition	District		District	
		& Gomati District	Gomati Judicial	to North & Unakoti	2.Hon'ble N	∕lr.	3.Hon'ble Mr. Justic	e
		3) Hon'ble Mr.	District	Judicial District	Justice A. I	<b>_odh</b> for	S.G.Chattopadhyay	
		Justice	2) Hon'ble Mr.		Dhalai, Una	koti,	for Unakoti District	
		Talapatra for	Justice		Sepahijala 8	& Khowai		
		North Tripura &	Talapatra for		District			
		Unakoti District	North Tripura &					
			Unakoti District					
14	Arrears Committee	22.04.	<u> 2015</u>	23.03.2017			<u>07.08.2018</u>	
		<u>Chairman</u> :		Chairman:		Chairma	<u>n:</u>	
		Hon'ble the Chief Ju	ustice	1.Hon'ble the Chief Jus	tice	Hon'ble N	/lr. Justice S.	
		Member: Hon'ble M	Ir. Justice S. C.	Member: Hon'ble Mr.	Justice S.	Talapatra		
		Das		Talapatra		Member:	1	
		<u>Convenor</u> : Sri A. D	ebbarma,	Convenor: Registrar (Judicial)		Hon'ble N	/Ir. Justice A. Lodh	
		Registrar (Judicial)				Conveno	r:	
						Registrar	,	
15	Judicial Education	<u>29.05.</u>		23.03.2017	•		<u>14.05.2018</u>	
	and Training	Judge –in-Charge:		Judge –in-Charge:			n-Charge :	
	(One Man Committee)	Hon'ble Mr. Jus	stice S. C. Das	Hon'ble Mr. Justice S.	Talapatra.	Hon'ble	Mr. Justice A. Lodh	

SI. No.	Name of the Committee	Constituted	d on	Re	e-constituted on	F	urther re-constituted on	Remarks
16	Committee for	18.06.201	16		03.04.2017		07.08.2018	
10	Sensitization of	Chairman:	<u>10</u>	Chairman	Chairman:		<u>07.00.2010</u> airman:	
	Family Court Matters	Hon'ble Mr. Justice S.	C Das	Hon'ble Mr. Justice S. Talapatra			n'ble Mr. Justice A. Lodh	
	i aililly Court Matters	Member:	O. Das	I IOII DIG IVI	1. Justice O. Talapatra	110	Tible Mr. Sustice A. Louit	
		Hon'ble Mr. Justice S.	Talanatra	Secretary		Sa	cretary:	
		Secretary:	ιαιαραιια		<u>·</u> egistrar (Judicial)		puty Registrar (Judicial)	
		Deputy Registrar (Judi	cial)	Deputy No	gistiai (Judiciai)	De	puty Negistiai (Judiciai)	
17	Committee for	07.04.201			07.08.2018			
17	calculation of	Chairman:	<u> </u>	Chairman	·			
	required Judge	Hon'ble Mr. Justice S.	Talanatra	-	<u></u> r. Justice S. Talapatra			
	strength for the	Members	Ταιαραιτα	Members	•			
	subordinate courts in	1.LR & Secretary, Law	Govt of		Mr. Justice A. Lodh			
	Tripura strictly in terms	Tripura	, Govi. oi		2.Registrar General		<del></del>	
	of the methodology	2.Registrar General			3.Registrar (Vigilance)			
	suggested by the	3.Registrar (Vigilance)		4.Registrar (Judicial)				
	NCMSC	4.Registrar (Judicial)		Throglottal (Gaaloial)				
18	Juvenile Justice	24.08.2016	10.04.2	017	27.06.2017		07.06.2018	
	Committee	Judge-in-Charge:	Judge-in-Cha		Judge-in-Charge:		Judge-in-Charge:	
	of the High Court of	Hon'ble Mr. Justice	Hon'ble Mr. Ju		Hon'ble Mr. Justice S.		Hon'ble Mr. Justice S.	
	Tripura	S. C. Das	Talapatra,		Talapatra		Talapatra	
		Ex-officio	Member:		Member:		Member:	
		Secretary:	1.Director, Soc	cial	1.Director, Social Welfa	re	1.Director, Social Welfare	
		Member-Secretary,	Welfare & Soc		& Social Education,		& Social Education,	
		TSLSA,	Education, Go		Government of Tripura,		Government of Tripura,	
		Agartala	of Tripura,		3. The Member-Secreta		3. The Member-	
		3	3. The Membe	r-	TSLSA,	<b>,</b>	Secretary, TSLSA,	
			Secretary, TSL	_SA,	Agartala		Agartala	
			Agartala	•	Secretariat:		Secretariat:	
			Secretary:		4. Shri Sanjib		4. Shri Sanjib	
			4. Shri Pradip		Bhattacharya,		Bhattacharya,	

		С	Chakrabort	y,	Deputy Registra	r	Deputy Registrar	
			Deputy	Registrar	(Secretary)		(Secretary)	
					5.Sri Saumitra Nandi,		5.Sri Saumitra Nandi,	
					Supdt.		Supdt.	
					6.Sri Debashish		6.Smti. Chaitali Datta,	
					Chakraborty, Gr-D		Supdt.	
					·		7.Sri Pradip Debbarma,	
							Jr.A.A.	
							8.Sri Debashish	
							Chakraborty, Gr-D	
19	Committee to	27.07.2016		03.	05.2017		07.08.2018	
	supervise and monitor	Chairman:		Chairman:		Chair	man:	
	the progress made by	Hon'ble Mr. Justice S. C.	Das		stice S. Talapatra	Hon'b	le Mr. Justice A. Lodh	
	the State Government	Members:			·			
	in regard to the	1. Hon'ble Mr. Justice S.		Member: Registrar General		Memb	oers:	
	compliance to the	Talapatra				1. Reg	gistrar General	
	direction of the Hon'ble	2.Registrar General		Member Secre	tary: Registrar	2. Reg	gistrar (Judicial)	
	Supreme Court of India	Member Secretary:		(Judicial)				
	relating to NDPS	3.Registrar (Judicial)						
	Act,1985							
20	Rules Committee in	<u>13.05.2013</u>		05.08.2016	03.05.201	<u>7</u>	<u>07.08.2018</u>	
	respect of the High	Chairman:	Chairn	nan:	Chairman:		Chairman:	
	Court for framing of	Hon'ble Mr. Justice S. C.	Hon'ble	e Mr. Justice S. (	C. Hon'ble Mr. Just	ice S.	Hon'ble Mr. Justice S.	
	rules including the	Das	Das		Talapatra		Talapatra	
	Case Flow	Members:	Memb		Members:		Members:	
	Management Rules	1.Hon'ble Mr. Justice S.	1.Hon'	ble Mr. Justice S	. 1 Shri		1.Hon'ble Mr. Justice A.	
		Talapatra	Talapa	ıtra	S.M.Chakraborty	y, Sr.	Lodh	
		1 Shri S.M.Chakraborty,	1 Shri S.M.Chakrabor		, Advocate		2 Shri S.M.Chakraborty,	
		Sr. Advocate	Sr. Adv	vocate	2. Shri Debu Ra	njan	Sr. Advocate	
		2. Shri	2. Shri	Debu Ranjan	Chowdhury, Adv	ocate	3. Shri Debu Ranjan	
		S.G.Chattopadhyay,	Chowd	lhury, Advocate	3.Shri		Chowdhury, Advocate	
		Registrar General	3.Shri		S.G.Chattopadh	yay,	4.Shri	

	1 2	Shri A. Debbarma	C C Chattanad	lbyoy	Pagietrar Canaral	S.C. Chattanadhyay	
			S.G.Chattopad		Registrar General	S.G.Chattopadhyay,	
		egistrar (Judicial)	Registrar Gene		4. Shri A. Debbarma	Registrar General	
	l —	ember Secretary:	4. Shri A. Debb		Registrar (Judicial)	5. Shri A. Debbarma	
		hri S. Chakraborty, Dy	Registrar (Judi	,	Member Secretary:	Registrar (Judicial)	
	R	egistrar (Admn.)	Member Secre		Shri S. Chakraborty,	6.Shri S. Chakraborty,	
			Shri S. Chakra	borty, Dy	Dy Registrar (Admn.)	Joint Registrar	
			Registrar (Adm	nn.)			
21	The Pre-conception and	20.12.201	6	,	07.06.2017	07.08.2018	
	Pre-natal Diagnostic	Chairman:	_	Chairman		Chairman:	
	Techniques (Prohibition of		. Das	Hon'ble Mr	. Justice S. Talapatra	Hon'ble Mr. Justice A.	
	Sex-Selection) Act, 1994	Member:				Lodh	
	,,	Hon'ble Mr. Justice S. T	alapatra	Secretary	!		
			arapatra	Registrar (	=	Secretary:	
		Secretary:		r togiotiai (	oddiolaij	Registrar (Judicial)	
		Registrar (Judicial)				regional (oddicial)	
22	Committee for providing for	08.08.201	7				
	Licence for Advocate's		<u></u>				
	Clerk, other that Articled	• • • • • • • • • • • • • • • • • • • •					
	Clerk	Members:	\				
		1.Deputy Registrar (Adn	•				
	F. 11	2.Deputy Registrar (Pro					
23		05.09.201					
	publication of Annual	Hon'ble Mr. Justice S. T	alapatra –				
	Report	Editor					
		Members:					
		1. Shri S. G. Chattopadh	nyay, Registrar	Defunct			
		General					
		2.Shri S. Sharma Roy, F	Registrar				
		(Vigilance)					
		2. Shri Angshuman Deb	barma,				
		Registrar (Judicial)	•				
		3. Shri Dhiman Debbarn	na, Deputy				

		Registrar (Judl.)-cum-CPC		
		4. Shri Sajal Chakraborty, Dy.		
		Registrar (Admn.), Convenor		
0.4	0:	5. Shri Narayan Saha, Programmer	00.00.0047	07.00.0040
24		<u>07.11.2016</u>	<u>20.09.2017</u>	<u>07.08.2018</u>
	consideration of matters	Chairman:	Chairman:	Chairman:
	relating to granting of	Hon'ble Mr. Justice S. C. Das	Hon'ble Mr. Justice S. Talapatra	Hon'ble Mr. Justice S.
	Selection Grade/ Super	Hon'ble Mr. Justice S. Talapatra	Secretary:	Talapatra
	time Scale to the District &	(Subject to confirmation by the Full	Registrar (Vigilance)	Member:
	Sessions Judge and also	Court)		Hon'ble Mr. Justice A.
	for granting ACP to	Secretary:		Lodh
	Judicial Officers of the	Registrar (Vigilance)		Secretary:
	State			Registrar (Vigilance)
25	High Court Building	<u>07.08.2018</u>		
	Committee	Name of the Hon'ble Judge:		
		Hon'ble Mr. Justice A. Lodh		
		Secretary:		
		Registrar (Admn.)		
26	Committee for	<u>07.11.2016</u>		
	supervising Guest House	Name of the Hon'ble Judge		
	matters	Hon'ble Mr. Justice S. Talapatra		
		Secretary:		
		Registrar (Admn.)		
27	Committee to monitor the	<u>16.12.2017</u>		
	work of completion of	Chairperson:		
	projects relating to	Hon'ble Portfolio Judge of the		
	infrastructural development	respective District		
	for the District Judiciary of	Members:		
	Tripura	1. LR & Secretary, Law, Govt. of		
	·	Tripura		
		2. Registrar General, High Court of		
		Tripura		

28	Committee to examine promotion, disciplinary proceedings, financial benefit/ up-gradation, career prospect, direct recruitment relating to the Staff members of the High Court	3. The Chief Engineer , PWD (Buildings), Govt. of Tripura Secretary: Registrar (Judicial) (Ex-Officio)  06.03.2018  1. Registrar (Vigilance) 2. Registrar (Judicial)  ( Committee will place the Report / Recommendation of the Committee to the Hon'ble Chief Justice through the Registrar General)	04.01.2020  1. Registrar (Judicial) 2. Deputy Registrar (Judl.)-cum-CPC  ( Committee will place the Report	
29	Allotment Committee for allotment of Lawyers Chamber in the High Court of Tripura	20.11.2017 Chairman: Hon'ble Mr. Justice S. Talapatra Members: 1.Sri S. Deb, President, Tripura High Court Bar Association 2.Sri D.C. Nath, Secretary, Tripura High Court Bar Association Member Secretary: Registrar (Admn. P & M)	O7.08.2018 Chairman: Hon'ble Mr. Justice A. Lodh Members: 1.Sri S. K. Deb, Sr. Advocate 2.Ms. P. Dhar, Advocate Member Secretary: Registrar (Admn. P & M)	
30	Committee for  Designation of Senior  Advocates	13.04.2018 Chairman: Hon'ble the Chief Justice Members: 1.Hon'ble Mr. Justice S. Talapatra 2. Hon'ble Mr. Justice A. Lodh 3.Advocate General 4.Shri S.M Chakraborty, Sr. Advocate		

SI. No.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
31	Permanent Secretariat for Designation of Senior Advocates	13.04.2018  1. Registrar (Judl.), (Secretary)  2. Shri. Arindam Das, Head Clerk  3. Shri. Rudradeep Banerjee, P. A			
32	Cell for viewing <b>CCTV</b> footage from all Sub- ordinate Courts of Tripura.	20.04.2018  1. Registrar (Judicial)  2.Deputy Registrar (Judicial)-cum-CPC  3. Sri. Bishnu Chakraborty, Programmer  4. Sri Narayan Saha, Programmer			In terms of the Order dated 05.04.18 of the Hon'ble Supreme Court of India passed in W.P.(Crl.) No. 99 of 2015 (Pradyuman Bisht vs.Union of India & Ors.)
33	Reservation status/ policy of Scheduled castes and Scheduled Tribes to look after the reservation status/policy for SC & ST persons in services of the High Court of Tripura	26.04.2018 Shri Sanjib Bhattacharya, Deputy Registrar – Liaison Officer			
34	Codification of cases Committee	11.05.2018 Chairman: Hon'ble Mr. Justice S. Talapatra Member: Hon'ble Mr. Justice A.Lodh  Registrar (Judicial) – Member Secretary Member: Deputy Registrar (Judicial)-cum- CPC	-		

SI.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
35		In the control of the	11.09.2018 Chairman: Hon'ble Mr. Justice A.Lodh Members:  1. President, High Court Bar Association (Ex-Officio) 2 President, Tripura Bar Association 3. Secretary, High Court Legal Services Committee 4. Advocate General 5. Chairman, Bar Council of Tripura 6. Dr. Smti. Chandrika Basu Majumder, Prof. & HOD, Depptt. of Political Science, Tripura University 7. Sri Chinmoy debnath, Nominated Member 8. Dr. Pradip Bhowmik, Nominated Member 9. Smti Rita Roy, Nominated Member 10. Smti Milan Prava Majumder, Nominated Member	Chairman: Hon'ble Mr. Justice A.Lodh Members:  1. President, High Court Bar Association 2 President, Tripura Bar Association 3. Secretary, High Court Legal Services Committee 4. Advocate General, State of Tripura (Nominated Member) 5. Chairman, Bar Council of Tripura (Nominated Member) 6. Dr. Smti. Chandrika Basu Majumder, Prof. & HOD, Depptt. of Political Science, Tripura University 7. Sri Chinmoy debnath, Nominated Member 8. Dr. Pradip Bhowmik, Nominated Member 9. Smti Rita Roy, Nominated Member 10. Smti Milan Prava Majumder, Nominated Member	

SI. No.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
36	Tripura State Legal Services Authority	15.03.2017  Executive Chairman: Hon'ble Mr. Justice S. Talapatra			
37	One Judge Committee to regulate & monitor the progress of the trials of cases under the POCSO Act, 2012	16.05.2018 Hon'ble Mr. Justice A. Lodh Shri A.Debbarma, Registrar (Judicial)- Secretary			
38	Cadre Assessment, restructuring and rationalization of staff in respect District Judiciary of Tripura	10.09.2018 Chairman: Hon'ble Mr. Justice A.Lodh Members: 1. Shri S.Datta Purkayastha, DJ, West 2.Shri A.Paul, Director, TJA 3. Shri S.Sharma Roy, ADJ, West, Agartala Member Secretary: 4. Shri A. Debbarma, Registrar (Judicial)			
39	Purchase Committee for procurement of Computer and its peripherals under Phase-II of the e-courts project	23.11.2015 Chairperson: Hon'ble Mr. Justice S. Talapatra Members: 1. Registrar (Judicial) 2.Registrar (Admn P & M.) 3.Deputy Registrar (Judl.)-cum-CPC	18.12.2018 Chairman: Hon'ble Mr. Justice S. Talapatra Co-Chairman: Hon'ble Mr. Justice A. Lodh Members: 1. Registrar General 2.Registrar (Admn.) 3.Deputy Registrar (Judl.)-cum-CPC	<b></b>	

SI. No.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
40	Committee to monitor and oversee timely selection and appointment of Judicial Officers in the state in terms fo the direction of Hon'ble Supreme Court (Malik Mazhar Sultan & Anr Vs. UPPSC)	03.01.2019 Chairperson: Hon'ble the Chief Justice  Member: Hon'ble Mr. Justice A. Lodh			
41	Selection and Appointment Cell for assisting the Committee constituted to monitor and oversee timely selection and appointment of Judicial Officers in the State Court (Malik Mazhar Sultan & Anr Vs. UPPSC)	03.01.2019 (i)Registrar General (In-Charge of the Cell) (ii) Registrar (Vigilance) (iii) Registrar (Admn. P&M) (iv) Superintendent (Estt.) (v) Shri Chinmoy Debbarma (Head Clerk)	<del></del>		
42		14.01.2019 Hon'ble Mr. Justice S. Talapatra & Hon'ble Mr. Justice A. Lodh			
43	Committee for framing a policy to regulate the matters relating to grant of permission to the Judicial Officers for higher studies	14.01.2019 Hon'ble Mr. Justice S. Talapatra & Hon'ble Mr. Justice A. Lodh			

SI.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
No.					
44.	Quarters Allotment	<u>04.07.2019</u>			
	Committee for allotment of	Hon'ble Mr. Justice S. Talapatra			
	Quarters among the	Hon'ble Mr. Justice A. Lodh			
	officers and staff members				
	of the High Court				
45.	Committee for examination				
	of issues relating to	<u>20.09.2019</u>			
	identification of posts for	Hon'ble Mr. Justice S. Talapatra			
	the persons with	Hon'ble Mr. Justice A. Lodh			
	disabilities in terms of				
	provisions of the "Rights of				
	Persons with Disabilities				
	Acts, 2016" in Tripura				
	Judicial Service,				
	Establishment of the High				
	Court and District Courts in				
	Tripura and make suitable				
	recommendations/ report				
	in this regard				
46.	Selection Committee for				
	recommendation for	As per kind order dated 02.05.2020	<u>Others</u>		
	appointment of the	Chairperson of the Committee	The Secretary, Urban		
	Chairperson and other	Hon'ble Mr. Justice. A. Lodh	Development Department		
	members of the Regulatory		The Secretary, Law		
	Authority under the Real	(Ref F.2(15)-HC/2020)	Department, Government of		
	Estate (Regulation and		Tripura		
	Development) Act, 2016.				
47.	Artificial Intelligence	<u>03.08.2020</u>	<u>Convener</u>		
	Committee	Hon'ble Judge-In-charge	Deputy Registrar (Judicial)-cum	-	
		Hon'ble Mr. Justice S. Talapatra	Central Project Co-ordinator		

SI. No.	Name of the Committee	Constituted on	Re-constituted on	Further re-constituted on	Remarks
48.	Committee to frame Rules for handling of sundry deposits through ePayments	07.09.2020 Hon'ble Mr. Justice S. Talapatra & Hon'ble Mr. Justice S. G. Chattopadhyay			
		Convener: Deputy Registrar (Judicial)-cum Central Project Co- ordinator			
49.	Setting up of a Judicial Museum in the High Court	30.09.2020 Convenor: Shri D.M.Jamatia, Registrar General Member: Shri V.Pandey, Registrar (Judicial) Shri S. Chakraborty, Registrar (Admn. P&M)			
50.	High Level Committee (HLC) to monitor the pace, progress and implementation of the infrastructure of Subordinate Judiciary including Gram Nyayalaya as per guidelines of the Centrally sponsored Scheme issued from the Ministry of Law & Justice and to review at every interval of 6 months the physical and financial progress of the	22.12.2020 Chairperson: Hon'ble the Chief Justice; Member:  1. Hon'ble Mr. Justice S. Talapatra 2. Hon'ble Mr. Justice A.Lodh 3. Hon'ble Mr. Justice S.G.Chattopadhyay  4. The Chief Secretary (Ex. Officio) 5. The Registrar General (Ex. Officio) 6. The Secretary, Finance Department, Govt. of Tripura (Ex Officio) 7. The LR & Secretary, Law, Government of Tripura (Ex Officio) 8. The Registrar (Admn.), High Court	<b></b>		

### **ANNEXURE-II**

construction of court halls and residential units for judicial officers.	of Tripura, Agartala (Ex. Officio) 9. The Chief Engineer, PWD (Building), Govt. of Tripura (Ex Officio)		
	Member Secretary: The Registrar (Judicial) (Ex. Officio)		

#### HIGH COURT OF TRIPURA

#### **AGARTALA**

#### IMPORTANT TELEPHONE/MOBILE/EPABX NO.

Web Site: http://thc.nic.in

E-mail: highcourt.agt@gmail.com

FAX: Registrar General :0381-241-0432; Registrar (Judl.) :0381-241-5132 ; Joint Registrar : 0381-241-2210;

EPBX-MAIN LINE: 241-5172/241-3769/241-7582

	EPDA-MAIN LINE	: 241-31/2	<i>12</i> 41-3/09/241-736	02	
Sl. No.	Name of Dignitaries/Section	EPABX	Office	Residence	Mobile
1	Mr. D.M.Jamatia, Registrar General	213	241-0432	230-7705	9436130099 / 9436120054 / 7085059581 / 9436124037
2	Shri J. M Murasing, Registrar (Vigilance)	214	241-3180		9436139209
3	Mr. V.Pandey, Registrar (Judicial)	265	241-5132	241-8141	7085558838
4	Sri S. Chakraborty, Registrar (Admn. P.& M)	215	241-3669	381-7968157	9436458058
5	Mr. P.Chakraborty, Joint Registrar (D.D.O)	216	241-2210	381-3652142	9436461242
6	Mr.S.Saha, Deputy Registrar (Judl.)-cum-C.P.C.	261			9485099893
7	Mr. S. Bhattacharjee, Deputy Registrar (Protocol)	221		237-8936	9436461237
8	Mr. Ashim Roy, Principal Secretary to Hon'ble the Chief Justice	223	241-6126		9436450839
9	Sri Santi Brata Saha, Deputy Registrar (Accounts)	219			9436462764
10	Smt. Sima Datta, Deputy Registrar (Admn.)	218			
11	Mr. Pranab Majumder, Chief Librarian	236			8837044043
12	Mr.Nihar Kanti Das,Secretary to Hon'ble Mr.Justice A.Lodh	226	241-8879		
13	Mr.Siddartha Lodh,Secretary to Hon'ble Mr.Justice S. Talapatra	225	241-9135		
14	Pvt. Secretary to the Ld. Registrar General	229	241-0933		
15	Mr. Dipankar Dey, Secretary to Hon'ble Mr.Justice S.G.Chattopadhyay	227			8258918166
16	Pvt. Secretaries to Hon'ble the C.J.: Court No-1	224			
18	Pvt. Secretaries to Hon'ble the C.J.: (Top Floor)	259			
20	Asstt. Registrar (Vigilance & RTI)	222			
22	Mr. R. M. Baishya, Asstt. Registrar (Bench & Store)	251			9862985026
23	Sri Pradip Saha, Assistant Registrar (Court Officer's Section)	220			9862187252
24	Shri Naresh Sharma, Asstt. Registrar (Record Room)	255			9402168697

25	Sri Arup Goon, Asstt. Registrar (Accounts)	240			
26	Smti Sumita Motayed, Asstt. Registrar (Admn)	266			9436503970
27	Sri Pranab Datta, Asstt. Registrar(Protocol)	258			9856588336
28	Sri Sandipan Pal, System Analyst	237			9436538880
29	Court No-1	230			
30	Court No-2	231			
31	Court No-3	232			
32	Court No-4	233			
33	High Court Judges' Library	236			
34	Computer Section	237	241-5799		
35	Sr. Grade Translator-PB Section	239			
36	Superintendent-Court Officer Section	253			
37	Superintendent-Acct. Section	240			
38	Superintendent-WP(C) Section	241			
39	Superintendent-Copying Section	242			
40	Superintendent-Crl. Section	243			
41	Superintendent-Estt. Section	244 / 268			
42	Superintendent-Filing Section	249			
43	Superintendent-RFA Section	246			
44	Superintendent-Protocol Section	258			
45	Superintendent-RSA/Civ. Rev. Section	248			
46	Superintendent-Stamp Reporting Section	245			
47	Superintendent-Store Section	250			
48	Superintendent-Writ Appl. Section	251			
49	Superintendent-Cause List Section	238			
50	Personal Assistant : Court No-5	228			
51	Cash Section	252			
52	Commissioner of Affidavit	254			
53	Record Room	255			
54	Xerox Room	256			
55	Drivers' Room	260			
	HIGH COURT LE	GAL SERV	ICES COMMITTE	E	'
57	Secretary, High Court Legal Services Committee	272			

## THE HIGH COURT OF TRIPURA, AGARTALA

# Sanctioned establishment as on 01-01-2021

SI.	Name of Post	Total	Scale	of Pay		Special	Compensatory	Remarks
No.		Strength	Pre-revised	Revised as per Tripura Civil Services (Revised (First Amendment) Rules, Level Initial/Entre			Allowance	
1.	Registrar General - Group-A Gazetted	01	Time Scale/Selection Grade/ Super time Scale in own cadre (Tripura Judicial Service).		initial/Entry Pay	Rs.1250/-	Rs.400/-	
2.	Registrar (Judicial)/ Registrar (Vigilance & Rules)/Registrar (Administration, Planning & Management) - Group-A Gazetted	03	Time Scale/Selection Grade/ Supertime Scale in own cadre when manned by persons from Judicial Service and Apex Scale of Rs. 52,000-77,000/- with no Grade pay when filled up by persons from the High Court Service.	21	Rs.130000/-	Rs.1000/-	Rs. 400/-	
3.	Joint Registrar - Group-A Gazetted	01	Pay Band of HAG+ Scale of Rs. 37,400-67,000/- with Grade pay of Rs. 8700/-	20	Rs.118500/-	Rs.750/-	Rs.400/-	_
4.	Deputy Registrar (Judicial)/ Deputy Registrar (Vigilance- cum-CPC)/ Deputy Registrar (Administration)/ Deputy Registrar(Accounts)/ Deputy Registrar(Protocol) - Group-A Gazetted	05	Pay Scale in own cadre in respect of Judicial Officers and PB-4 of Rs. 15600-39100/- with grade pay Rs. 7600/- for the Officers in case of the High Court Service.	19	Rs.76900/-	Rs.500/-	Rs.400/-	
5.	Principal Secretary to Hon'ble the Chief Justice - Group-A Gazetted	01	Pay Scale in own cadre in respect of Judicial Officers and PB-4 of Rs. 15600-39100/- with grade pay Rs. 7600/- for the Officers in case of the High Court Service.	19	Rs.76900/-	Rs.500/-	R\$ <sub>1</sub> 400/-	

6.	Chief Librarian - Group-A Gazetted	01	PB-4 of Rs. 15600-39100/- with grade pay Rs. 7600/-	19 .	Rs.76900/-		Rs.400/-	
7.	Secretary to Hon'ble the Chief Justice & Hon'ble Judges - Group-A Gazetted	04	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6800/-	16	Rs.68400/-	200	Rs.400/-	
8.	Assistant Registrar - Group-A Gazetted.	08	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6600/-	15	Rs.64800/-		Rs.400/-	
9.	Private Secretary-I - Group-A Gazetted.	13	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6600/-	15	Rs.64800/-		Rs.400/-	
10.	Librarian-cum-Research Officer - Group-A Gazetted.	01	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6600/-	15	Rs.64800/-	•••	Rs.400/-	
11.	System Analyst - Group-A Gazetted.	01	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6600/-	15	Rs.64800/-		Rs.400/-	
12.	Court Manager Group-A Gazetted.	08	PB-4 of Rs. 15600-39100/- with grade pay Rs. 6600/-	15	Rs.64800/-		Rs.400/-	
13.	Private Secretary-II - Group-B Gazetted.	07	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4800/-	13	Rs.47600/-	***	Rs.325/-	
14.	Superintendent/Sr. Grade Translator/Court Master/Court Officer - Group-B Gazetted.	20	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4800/-	13	Rs.47600/-	ean	Rs.325/-	
15.	Sr. System Officer (Under the High Court of Tripura ecourts services) - Group-B Gazetted.	01	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4800/-	13	Rs.47600/-	•••	Rs.325/-	
16.	Personal Assistant - Group-B Non-Gazetted.	14	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4600/-	12	Rs.42900/-	•••	Rs.325/-	
17.	Programmer - Group-B Non-Gazetted.	02	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4600/-	12	Rs.42900/-	•	Rs.325/-	
18.	System Officer (Under the High Court of Tripura e-courts services) - Group-B Non-Gazetted	09	PB-3 of Rs. 10230-34800/- with grade pay Rs. 4400/-	11	Rs.37600/-	500	Rs.;25/-	
19.	Head Clerk/Accountant/ Jr. Grade Translator/ Commissioner of Affidavit - Group-C Non-Gazetted	21	PB-2 of Rs. 5700-24000/- with grade pay Rs.4200/-	10	Rs.34700/-	•••	Rs.275/-	

20.	Assistant Librarian - Group-C Non-Gazetted	02	PB-2 of Rs. 5700-24000/- with grade pay Rs.4200/-	10	Rs.34700/-		Rs.275/-	
21.	Library Assistant - Group-C Non-Gazetted	03	PB-2 of Rs. 5700-24000/- with grade pay Rs.2800/-	9	Rs.27300/-	***	Rs.275/-	
22.	Sr. Administrative Assistant - Group-C Non-Gazetted	17	PB-2 of Rs. 5700-24000/- with grade pay Rs.2800/-	9	Rs.27300/-	•••	Rs.275/-	
23.	Sr. Computer Assistant - Group-C Non-Gazetted	02	PB-2 of Rs. 5700-24000/- with grade pay Rs.2800/-	9	Rs.27300/-	•••	Rs.275/-	
24.	Bench Assistant - Group-C Non-Gazetted	02	PB-2 of Rs. 5700-24000/- with grade pay Rs.2400/-	8	Rs.25300/-		Rs.275/-	
25.	Jr. Administrative Assistant - Group-C Non-Gazetted	41	PB-2 of Rs. 5700-24000/- with grade pay Rs.2200/-	7	Rs.21400/-	444	Rs.275/-	
26.	System Assistant (Under the High Court of Tripura e-courts services) - Group-C Non-Gazetted	18	PB-2 of Rs. 5700-24000/- with grade pay Rs.2200/-	7	Rs.21400/-		Rs.275/-	
27.	Restorer - Group-C Non-Gazetted	05	PB-2 of Rs. 5700-24000/- with grade pay Rs.2200/-	7	Rs.21400/-	•••	Rs.275/-	
28.	Driver - Group-C Non-Gazetted	22	PB-2 of Rs. 5700-24000/- with grade pay Rs.2200/-	7	Rs.21400/-	***	Rs.275/-	
29.	Record Arranger - Group-C Non-Gazetted	03	PB-2 of Rs. 5700-24000/- with grade pay Rs.2000/-	5	Rs.18000/-		Rs.275/-	
30.	Treasury Sarkar - Group-C Non-Gazetted.	01	PB-2 of Rs. 5700-24000/- with grade pay Rs.2000/-	5	Rs.18000/-		Rs.275/-	
31.	Sr. Photocopier Operator Group-C Non-Gazetted.	04	PB-2 of Rs. 5700-24000/- with grade pay Rs.2000/-	5	Rs.18000/-	•••	Rs.275/-	
32.	Photocopier Operator - Group-D Non-Gazetted	02	PB-1 of Rs. 4840-13000/- with grade pay Rs.1800/-	3	Rs.17000/-		Rs.225/-	
33.	Jamadar - Group-D Non-Gazetted	05	PB-1 of Rs. 4840-13000/- with grade pay Rs.1800/-	3	Rs.17000/-		Rs.225/-	
34.	Duftry - Group-D Non-Gazetted	02	PB-1 of Rs. 4840-13000/- with grade pay Rs.1800/-	3	Rs.17000/-		Rs.225/-	
35.	Cook - Group-D Non-Gazetted	04	PB-1 of Rs. 4840-13000/- with grade pay Rs.1800/-	3	Rs.17000/-	***	Rs.225/-	
36.	Peon/Orderly - Group-D Non-Gazetted	58	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-		Rs.225/-	
37.	Mali - Group-D Non-Gazetted	10	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-		Rs.225/-	



38.	Cleaning Assistant - Group-D Non-Gazetted	06	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-		Rs.225/-	
39.	Day/ Night Guard - Group-D Non-Gazetted	10	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-	*	Rs.225/-	
40.	Electrician - Group-D Non-Gazetted	01	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-		Rs.225/-	
41.	Plumber - Group-D Non-Gazetted	01	PB-1 of Rs. 4840-13000/- with grade pay Rs.1400/-	1	Rs.16000/-	700	Rs.225/-	
42.	D.R.W./Contingent Worker	14	On daily rated wages @ Rs.230/- per day and Rs.100/- per month as washing allowance	•	•	•••	***	
43.	Cook(Contingent)	02	On monthly fixed pay of Rs.3000/-	-	-	•••	·	
	Total	356		<del></del> -				

### Various Allowances in respect of the employees of High Court of Tripura, Agartala :-

1) House Rent Allowances – The house rent allowance shall be admissible to the concerned employee @ 8% of pay, subject to a maximum of Rs.3000/- per month. The house rent allowance will be admissible either to husband or wife if posted in the same station.

In case of Govt. Quarters Group-D employees who get quarters according to their entitlement, will be exempted from payment of licence fee.

2) Compensatory Allowance – The rate of Compensatory Allowance shall be admissible to the High Court employees at the following rates :

Pay range C.A.

a) All employees under PB-1 (Level 1 to Level 4 of the Pay Matrix (Rs.4840-13000/-) :- Rs.225/-

b) All employees under PB-2 (Level 5 to Level 10 of the Pay Matrix (Rs.5700-24000/-) :- Rs.275/-

c) All employees under PB-3 (Level 11 to Level 13 of the Pay Matrix (Rs.10230-34800/-) :- Rs.325/-

d) All employees under PB-4 (Level 14 to Level 21 of the Pay Matrix (Rs.15600-39100/-) :- Rs.400/- and HAG + Scale & Apex Scale

- 3) Medical Allowance The rate of Medical Allowance is Rs. 500/- per month in respect of Group-C & Group-D employees of the High Court of Tripura. The HAG+Scale, Apex Scale, Group-A & Group-B employees are entitled for Medical Reimbursement. The Medical Reimbursement facility of the officers is at par with the employees of the State Government and no other Medical facility is available to the employees of High Court of Tripura.
- 4) Washing Allowance The rate of Washing Allowance shall be admissible to all the Group-D employees and Drivers of the High Court is Rs.100/- per month.
- 5) Cash Allowance At present cashier (Group-C) is entitled to draw Rs.300/- per month as cash allowance and Treasury Sarkar (Group-D) is Rs.120/- per month.



- 6) Dearness Allowance At present the High Court Employees are not getting any D.A.
- 7) Leave Travel Concession High Court Employees are getting LTC 3 (three) times in service life.
- 8) Home Travel Concession High Court Employees are getting HTC 2 (two) times in service life.
- 9) Special pay for the following posts of High Court of Tripura is as follows:-

SI. No.	Designation	Amount
1	Registrar General	Rs.1250/- per month
2	Registrars	Rs.1000/- per month
3	Joint Registrar	Rs.750/- per month
4	Deputy Registrars	Rs.500/- per month
5	The Principal Secretary to Hon'ble the Chief Justice	Rs.500/- per month

### DEMAND NO. 48.

III. DETAILS OF ESTIMATES ARE GIVEN BELOW:

ANNEXURE-A

Continu	ued [					MES OF ESTIMA				21, 22,				pees in Lak)
						Head, Minor Head,		ctuals		t Estimates		d Estimates	Budget Estimates	
,						ead, Objects Head		19-20		20-21		20-21		21-22
							Plan	Non	Plan	Non	Plan	Non	Plan	Non Plan
DELCE					000 -	- 00 - 00 - 00)		Plan		Plan		Plan		Pian
REVE 2014					10.	OF HISTIGE								
2014		102				OF JUSTICE								
2014		102				nents and Allowances								
2014	00	102		01										
2014						Salaries		141.61		250.00		200.00	0.00	250.00
2014						Travel Expenses		15.00		25.00		12.60	0.00	20.00
2014						Office Expenses		0.00		0.00		0.00	0.00	0.00
2014	00		01	01	Tot	Medical Judge		8.00	0	8.00 283.00	0.00	6.00 <b>218.60</b>	0.00 <b>0.00</b>	8.00 278.00
2014				Tot		аі .		164.61	0	283.00	0.00	218.60	0.00	278.00
				ARG		:		164.61	0	283.00	0.00	218.60	0.00	278.00
			VO	TED	) <u>:</u>			0.00	Ö	0.00	0.00	0.00	0.00	0.00
2014	00					shment								
2014	00					h Court Establishment								
2014	00					Salaries		1635.00		1600.00		1595.00	0.00	1707.00
2014	00					Wages Outsourcing of services		2.39		5.00		5.00	0.00	5.00
2014	00					Medical Others		6.20 10.00		6.20		8.44 16.00	0.00	8.00 12.00
2014	00					Professional Services		7.25		0.00		8.25	0.00	8.25
2014	00					Overtime allowance		0.30		0.35		0.34	0.00	0.35
2014	00					Travel Expenses		6.20		7.00		3.90	0.00	5.00
2014	00	102	05	62	12	Electricity Charges		24.00		32.00		25.60	0.00	32.00
2014	00					Office Expenses		103.19		119.65		69.54	0.00	120.00
2014	00					Purchase of Vehicles		0.89		0.00		0.00	0.00	10.00
2014	00	102	05	62	18	Cost of fuel &				25.00		15.86	0.00	28.00
						maintenance of vehicles		20.00						
2014	00	100		<b>(2</b>	20	045-14-1-0-1		44.00						
2014	00	102	. 05	62	20	Other Admn.Services- Others		46.03		50.00		36.50	0.00	30.00
2014	00	102	0.5	62	21	Other Charges for	100			0.00		0.00	0.00	0.00
2011	00	102	. 05	02	21	Dhalai District		40.92		0.00		0.00	0.00	0.00
2014	00	102	0.5	62	26	Advertising and publicity		40.92		5.00		5.00	0.00	5.00
	•			02	20	ria remaining and patentity		5.00		3.00		5.00	0.00	5.00
2014	00	102	98	48	27	Minor Works		23.15		0.00		19.38	0.00	0.00
2014	00					Other charges		15.58		10.00		221.26	0.00	10.00
40594	4 60					Major Works				0.00		4.64	0.00	0.00
						•		3.06		0.00		4.04	0.00	0.00
2014	00	102	05	62	To	tal:	0	1949.16	0	1870.20	0.00	2034.71	0.00	1980.60
2014	00	102	2 05	To			0			1870.20	0.00	2034.71	0.00	1980.60
						IARGED :	0				0.00	2034.71	0.00	1980.60
2014		102	Т	401.		OTED :	0					0.00	0.00	0.00
2014	, 00	102	10			GED :	0				0.00		0.00	2258.60
					TEL		0					2253.31 0.00	0.00 0.00	2258.60 0.00
2014	4 TC	TAL	:				0							2258.60
		СНА		ED :			0	2113.77	0		0.00	2253.31	0.00	2258.60
		VO7					0			500000			0.00	0.00
		STA					0	1	0	1	0.00		0.00	
		C. S. N. E			ies	:	0 0	1	0		0.00 0.00		0.00 0.00	
TOTA	1/ -				CC	OUNT:	1 0					2253.31	0.00	2258.60
1017		IARG.				-,	1 0							2258.60
		TED					0	0.00	0	0.00	0.00	0.00	1000	0.00
		ATE I					0	1	0	1	0.00		0.00	5,500
		S. SC.		iES .	:		0 0	1		1	0.00	1	0.00	
TOT		E. C.		AC	COL	UNT:	1 0	-					0.00	0.00
TOTA							1 0			2153.20				2258 60
CHAI				0	. 40	-	1 0							2258.60 2258.60
VOTE							0			1	1			0.00
STAT		AN:					0		0		0.00	1.00	0.00	0.00
C. S.			S .				0	1	1 0		0.00	. 1	0.00	
N. E.							0			<u> </u>	0.00		0.00	
							-	ich Court					•	