

HIGH COURT OF UTTARAKHAND, NAINITAL

OFFICE MEMORANDUM

No. 68 /UHC/Admin.A/2023

Dated: July 19th, 2023

It has been noticed that some employees of the Court are indulging in purchase of Immovable Property without taking prior permission from Office in clear violation of Office Memo No.66/UHC/Admin.A/2019 dated 21.08.2019 & Rule 22 of Uttarakhand Government Servants' Conduct Rules, 2002.

In this regard, all Officers/Officials in the establishment of High Court of Uttarakhand are hereby directed to seek prior permission from Office for purchasing Immovable Property in strict adherence of Office Memo No.66/UHC/Admin.A/2019 dated 21.08.2019, violation thereof may entail disciplinary action.

By Order of Hon'ble the Chief Justice

Sd/-

(Anuj Kumar Sangal)
Registrar General

No.3771 /UHC/Admin.A/2023

Dated: July 19th, 2023

Copy forwarded for information and necessary action to:-

1. P.P.S. to Hon'ble the Chief Justice for His Lordship's kind perusal.
2. P.S./P.A. to Hon'ble the Judges for kind perusal of Hon'ble Judges.
3. All the Registrars of the Court.
4. OSD of the Court.
5. P.S/P.A. to Registrar General.
6. Joint Registrar/ All the Deputy Registrar of the Court.
7. Head B.S. with request to communicate the same to all the Bench Secretaries.
8. Head P.S. with request to communicate the same to all the Private Secretaries/ Personal Assistants.
9. All the Assistant Registrars/Section Officers of the Court with request to communicate the same to Staff in their respective Section.
10. Chief Protocol Officer/ Librarian with request to communicate the same to Staff in their respective Section.
11. Management Officer of the Court with request to communicate the same to Staff under Management Section including all Drivers & Group 'D' employees of the Court.
12. Protocol Officer/ Public Relation Officer of the Court.
13. Guard File/ Notice Board.

Section Officer
Admin.A

HIGH COURT OF UTTARAKHAND, NAINITAL

OFFICE MEMORANDUM

No. 66 UHC/Admin.A./2019

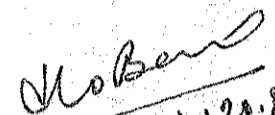
Dated: August 21, 2019

All the officers/ officials of the establishment of the Court are hereby directed not to purchase immovable property without obtaining prior permission in writing in the prescribed format, failing which, disciplinary action will be initiated.

Further, even if the immovable property is being purchased through a regular and reputed dealer, it is required that the officers/ officials of the Court inform the office at least 15 days before they make any transaction towards purchase of the immovable property.

The proforma required to be filled for providing information/seeking permission is being enclosed at Annexure 'A'.

By order of Hon'ble the Chief Justice


(Hira Singh Bonal)
Registrar General

No. 5739 UHC/Admin.A./2019

Dated: August 21, 2019

Copy for information and necessary action to:-

1. P.P.S. to Hon'ble to Chief Justice with the request to place it before His Lordship's kind perusal.
2. P.S./P.A. to Hon'ble Judges with the request to place it before His Lordship's kind perusal.
3. P.S./P.A. to Registrar General.
4. All the Registrars of the Court.
5. All the Joint Registrars of the Court.
6. Head B.S. with the request to communicate the same to all the Bench Secretaries.
7. I/c Head P.S. with the request to communicate the same to all the Private Secretaries / Personal Assistants.
8. All the Deputy Registrars/Assistant Registrars/Section Officers of the Court with the request to communicate the same to the staff of your respective section.
9. Chief Protocol Officer/Librarian with the request to communicate the same to the staff of your respective section.
10. Management Officer of the Court with the request to communicate the same to staff under Management Section including all the Drivers and Class-IV employees of the Court.
11. Public Relation Officer of the Court.
12. Guard File / Notice Board.

By order

Joint Registrar-II

Format for Particulars required for grant of permission for purchase of immovable property by the Officers and Officials of the High Court of Uttarakhand

1.	Name and Designation of the applicant & Present posting	
2.	Native place	
3.	Place, if any determined for settlement after retirement	
4.	Place, where served during the employment right from beginning	
5.	Name/Address and Occupation of the person with whom the transaction is being entered into	
6.	Whether opposite party to the transaction has/had any official dealings with the applicant. If yes, details thereof	
7.	The detailed description of the immovable property which is the subject matter of the transaction with Dimensions and its area	
8.	Purpose of purchase of property	
9.	Other premises held off and by the applicant for the same purpose and reason of present transaction (i) Property held; As owner/joint owner Or Tenant details thereof (ii) Whether presently residing in own house/Rented house/Govt. quarters (iii) If he/she is living in rented premises then what is the rent? (iv) After the proposed construction/purchase of house/immovable what he/she proposed to do with the property now held of the premises in which at present he/she living. (v) How much consideration he/she will receive on sale/transfer of such property/tenancy rights.	
10.	a) Prevailing market value of the property. b) Price of the property agreed between parties under proposed transaction	
11.	Agreement of document, if any, about the transaction	
12.	Whether any amount paid to the opposite party in advance? If yes, submit the documents, if any	
13.	Whether transaction is to be by a registered document? If yes, place of registration	
14.	Whether the payment is being made in cash/by cheque/by D.D.? If payment is being made in cash. Why?	
15.	Encumbrance, if any, on the property proposed to be purchased and details	
16.	Mode of raising consideration amount. (i) If payment is being made from personal savings in bank give the name of Bank A/c No. amount in the account with a copy of the pass book. (ii) G.P.F. balance and how much from the same can be given an advance withdrawal.	
17.	If the source of finance is by obtaining loan, details of the same whether such a loan is obtained in cash/by cheque or vide D.D.? (in case of purchase of property) (i) Interest is simple or compound. Frequency of compounding. (ii) Installments (inclusive of interest liability and numbers thereof) (iii) If the transaction is with the help of borrowed amounts, now does the applicant/appose/family members/relative proposes to repay loan	
18.	Take home salary of the applicant	
19.	Whether he/she has any other income besides salary income.	
20.	How many members are in his/her family?	
21	a) Whether any other member/s of his/her family is/are family earning? If so, occupation/professions/business of such members and total annual income.	

	b) Whether income of such family members available to the applicant to meet the family expenses?	
22.	Whether he/she had submitted income tax returns? Submit a copy of income tax returns	
23.	Whether return of assets and liabilities is submitted on first appointment to Govt. service? If yes, supply a copy of the same	
24.	Details regarding payments and deduction at source from the previous year's salary and also of dependents of the applicant	

Date:

Signature of applicant