HIGH COURT OF UTTARAKHAND, NAINITAL

OFFICE MEMORANDUM

No. 104 /UHC/ADMIN.A /2026 Dated: November 17 , 2026

Following guidelines are hereby issued for providing protocol assistance, medical facilities, transport and guest house facilities to the Former Hon'ble Chief Justices and Hon'ble Judges of the High Court of Uttarakhand, as well as their spouses and their family members:

Guidelines for Protocol Assistance, Medical, Transport and Guest House Facilities to the Former Hon'ble Judges, High Court of Uttarakhand

(A) Guidelines for Protocol Assistance

(i) Receiving and seeing-off former Hon'ble Judges, their spouses, their family members.

- The Protocol Officer / Official may be required to report at the residence of former Hon'ble Judges, etc., and accompany their Lordships with baggage to the Airport / Railway Station well before the actual departure time of the flight / train.
- In case of arrival of former Hon'ble Judges, etc., at the Airport / Railway Station in Uttarakhand and New Delhi, their Lordships, etc., may be received and dropped at their place of residence/stay/destination by the Protocol Officer/Official.
- In case of former Hon'ble Judges, etc., residing outside Uttarakhand, their Lordships, etc., on arrival at the Airport/Railway Station, in Uttarakhand and New Delhi may be received and dropped at their place of residence/stay/destination by the Protocol Officer / Official and at the time of their departure, the Protocol Officer / Official may be required to pick them up from their place of residence/stay/destination and see them off at the Airport/Railway Station.
- Protocol services, as extended vide Office Memorandum No. 61/UHC/Admin.A/Protocol/2024, dated 29th August, 2024, may continue to be extended and, in addition to that, the same facilities may also be extended to the former Hon'ble Chief Justices/Hon'ble Judges of this Court and their family members.
- Former Hon'ble Judges shall be entitled to protocol to extend courtesies at ceremonial lounges at Airports at New Delhi and Uttarakhand.

(ii) To communicate the Tour Programme of former Hon'ble Judges to the concerned Governments and High Courts in India. The High Court concerned may be requested to extend protocol assistance including accommodation in High Court Guest House, if available, on payment of prescribed charges. Even if the spouses of former Hon'ble Judges and their family members are travelling alone, the aforesaid facility is made available to them also.

(iii) On receipt of information/request from former Hon'ble Judges, messages are sent to the Indian Missions abroad to receive and see off their Lordships on arrival/departure in foreign countries.

(iv) To get the Air/Railway ticket confirmed of former Hon'ble Judges, their spouses, and family members, etc.

(v) To get the Air/Railway tickets issued, if payment is sent in advance.

(vi) To get the Airport Entry Pass issued for former Hon'ble Judges, their spouses and their family members, etc.

The aforementioned protocol services are also available to those former Hon'ble Judges, who are holding office as Chairman/Member in Commissions/Tribunals, etc., if required.

(B) Guidelines for Medical Facilities at New Delhi & in Uttarakhand

(i) Securing appointment from the concerned Medical Specialists and furnishing intimation about the timing of such appointment as also the Hospital well in advance with a request to see the concerned Doctor at appointed time.

(ii) Securing admission in the Nursing Home/Hospital, Cost part will be met by the patient, if credit facility is not provided by the Hospital.

(iii) One Officer/Official of this Registry to accompany the patient to the concerned Doctor/Nursing Home/Hospital at the time of consultation, admission, discharge and he will render such services for securing medical assistance as may be required or as the situation may warrant. The Officer/Official will keep in touch with them during the period of treatment/stay in the Nursing Home/Hospital.

(iv) Providing one Junior Court Attendant to attend to the needs of the patient during stay at the Nursing Home/Hospital.

(v) The Officer/Official shall use the official transport for taking the patient from his/her place of stay to the concerned Doctor/Nursing Home/Hospital and back.

(vi) On request, a letter of credit shall be sent to the concerned Hospital to provide credit facility and the bills are settled directly with the concerned Hospital.

Note:

(a) *The above medical facilities shall be provided to the former Hon'ble Judges, their spouses and their family members.*

(b) *The medical expenses incurred on the treatment of former Hon'ble Judges and their spouses who are subscribers of SGHS are reimbursed by the Registry of the High Court at par with the sitting Hon'ble Judges of the High Court.*

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In light of the guidelines above for Protocol Assistance, Medical, Transport and Guest House Facilities to former Hon'ble Judges of the High Court of Uttarakhand, following Officers/Officials are hereby nominated as Nodal Officer (s):

S.No.	Name of the District/Place	Name and designation of the Nodel Officer	Email address and contact Number
1.	Uttarakhand Sadan, Delhi	Sri Husain Ahmed, Chief Protocol Officer	ahmed.husain@rocketmail.com 9711119483
2.	High Court of Uttarakhand, Nainital	Sri Jagat Pal Singh Aswal, Assistant Review Officer, Protocol Section	Jagatpal.aswal@gmail.com 9411555348
3.	Almora	Mohd. Yaqoob, Chief Judicial Magistrate, Almora (Nodal Officer)	dj-alm-ua@nic.in mohammad.yaqoob@aij.gov.in 9456596988
		Sri Ravindra Kumar, Central Nazir, (Protocol Officer for Headquarter)	dcalmora.nazarat@gmail.com 7895658748
		Sri Tara Chandra Joshi, Deputy Nazir (Protocol Officer for Outlying Courts)	tarajoshi.judi@uk.gov.in ukdc.ranikhet@uk.gov.in 9410905296
4.	Bageshwar	Sri Sandip Kumar Tiwari, Chief Judicial Magistrate, Bageshwar	sandip.tiwari@aij.gov.in 9456596225
5.	Chamoli	Sri Sachin Kumar Pathak, Chief Judicial Magistrate, Chamoli (Nodal Officer)	sachin.pathak@aij.gov.in 9456597029
		Sri Dinesh Singh Bhandari, Senior Administrative Officer (Protocol Officer)	dinesh9410singh@gmail.com 9410538911
6.	Champawat	Shri Yogesh Kumar, Chief Assistant/ Deputy Nazir	yk6651092@gmail.com 9719814243
7.	Dehradun	Ms. Shweta Rana Chauhan, I Additional Civil Judge (Sr. Div.), Dehradun	sr.chauhan77@aij.gov.in 9456596077
8.	Haridwar	Ms. Jyoti Bala, Chief Judicial Magistrate, Haridwar	jyoti.bala@aij.gov.in jyotibala7772@gmail.com 9456596237

9.	Nainital	Chandreshwari Singh, Civil Judge (J.D.), Nainital	cjjdnainital@gmail.com 9219162309 9456597906
		Shri Ravi Arora, Civil Judge (J.D.), Haldwani	raviarora.283@aij.gov.in 9412077230
		Minakshi Dubey, Civil Judge (J.D.), Ramnagar	minakshidubey24@gmail.com 9456597070 7017728832
		Prateek Kapil, Civil Judge (J.D.), Dhari	prateek.kapil94@aij.gov.in 8130327202 9456326605
10.	Pauri Garhwal	Shri Shahzad Ahmad Wahid, Chief Judicial Magistrate	shahzadwahid@aij.gov.in 9456592154
11.	Pithoragarh	Ms. Suman, Chief Judicial Magistrate, Pithoragarh/ Officer In-charge, Protocol, District Court, Pithoragarh	dj-pit-ua@nic.in suman.90@aij.gov.in 9456596260 8272858999
12.	Rudraprayag	Sri Amit Kumar, Chief Judicial Magistrate	Amit.k86@aij.gov.in 9412079372
13.	Tehri Garhwal	Shri Rajesh Pal Singh, Senior Assistant/Deputy Nazir	rajeshnegi3287@gmail.com 8410468210
14.	Udham Singh Nagar	Shri Ashish Kumar Srivastava, Central Nazir/Administrative Officer	dj-usn-ua@nic.in srivastava2710@gmail.com ashishkumarsrivastava448@gmail.com 9412951965, 8533962058
15.	Uttarkashi	Shri Abhay Singh, Chief Judicial Magistrate, Uttarkashi	dj-utt-ua@nic.in 9412078358

** All the District Judges of State Judiciary are requested that if any change occurs in future regarding nomination of Nodal Officer, they shall inform this Court immediately.*

The above guidelines and nominations as Nodal Officer (s) shall come into force with immediate effect.

By order of the Court

Sd/-
(Kaushal Kishore Shukla)
Registrar General

No.7098/UHC/Admin.A/Protocol/2026 **Dated: November 17 , 2026**

Copy forwarded for information and necessary action to:-

1. P.P.S. to Hon'ble the Acting Chief Justice with request to place before His Lordship for kind perusal.
2. P.S./P.A. to Hon'ble Judges, with the request to place before His Lordship for kind perusal.
3. All the Hon'ble Retired Chief Justice/ Hon'ble Retired Judges of this Court.
4. Principal Secretary Law–cum-L.R., Govt. of Uttarakhand.
5. All the Registrars of the Court.
6. All the District Judges of State Judiciary.
7. O.S.D./C.P.C. of the Court.
8. P.S./ P.A. to Registrar General.
9. All the Joint Registrars/ Deputy Registrars of the Court.
10. Deputy Registrar (I.T.) with the request to upload it on the official website of the Court.
11. Chief Protocol Officer of the Court, Uttarakhand Sadan, New Delhi.
12. Assistant Registrar (Management), Section Officer (Protocol, Accounts Section).
13. Management Officer, Protocol Officer, Public Relation Officer of the Court.
14. Guard File

By Order,

Joint Registrar-I