

**GOVT. OF ASSAM**  
**JUDICIAL DEPARTMENT :: JUDICIAL BRANCH**

**NOTIFICATION**

**ORDERS BY GOVERNOR**

No. JDJ.147/2012/17,

Dated Dispur, the 30<sup>th</sup> July, 2012.

In pursuance of the order dated 07-10-2009 of the Hon'ble Supreme Court of India in WP(C)No.1022/1989 in connection with Justice Shetty Commission's recommendations for the non-judicial staffs of Subordinate Courts in Assam and as approved by the Cabinet in its meeting held on 07-06-2012, and in exercise of the power conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is pleased to extend the following benefits to the Non-judicial staffs of Subordinate Courts in Assam w.e.f. 01-04-2003. The financial benefits recommended in the pre-revised pay structure shall be given into effect in the pre-revised scale of pay from 01-04-2003 till 31-12-2005 and thereafter in the corresponding Pay Band and Grade Pay as revised in the State with effect from January, 2006 .

**I. Medical Allowance**

The staffs of Sub-ordinate Courts shall continue to get the Medical Allowance at the existing rate and norms as being paid to other State Govt. employees.

**II. Special Allowance to the staff working in Record Room/ Property Room:**

Special allowance of RS.100/- P.M. to be paid to each of the staff working in record room/property room.

**III. Promotional Scale, in respect of Class-IV staffs in Sub-ordinate Courts:-**

1) All Grade IV employees who are not wholly connected with the manual work but carrying higher duties and responsibilities and possess the qualification of VII standard and have put in 10(ten) years of service shall be entitled to the recommended Pay Scale of Rs. 2530- 4390/- (pre-revised).

2) Daftries of the Subordinate Courts shall get the Pay Scale of Rs. 2610- 4840/- (pre-revised)

**IV. Assured Career Progression Scheme:-**

ACP Scales at the end of 10 years and 24 years of service be allowed. Separate Notification will be issued by the Judicial Department after finalisation of the Scheme with the approval of the Finance Department and High Court.

While finalising the Scheme, entitlement to the benefit of ACP of all Grade IV employees and Daftries who will avail the benefit of Promotional Scale in terms of clause III above, shall be worked out in the light of the recommendation and in consultation with the Hon'ble High Court as well as the Finance Department.

**V. Traveling Allowance:-**

Fixed T.A. amounting to Rs.400/- p.m. to be paid to the Jarikaraks and Head Jarikaraks in lieu of regular T.A. with condition that employees who travel in allotted Car/Pool Car on duty shall not be entitled to the same.

**VI. Establishment of Bench Clerk / Reader/ Bench Asstt./ Peshkar.**

There shall be three grades of Bench Clerks for the three levels of courts namely:-

1. Bench Clerk – Grade I – for District Judge Court/ Addl. District Judge Courts in the Pay Scale of Rs.4300-9075/- (pre-revised).
2. Bench Clerk - Grade II – for the Courts of Civil Judge (Sr. Division /C.J.M. in the Pay Scale of Rs.3940 -8425/- (pre-revised).
3. Bench Clerk – Grade -III – for the Courts of Civil Judge (Jr. Division/ Magistrate in the Pay Scale of Rs. 3850- Rs.7350/- (pre-revised Pay Scale of U.D.A.)

Separate Notification / Govt. Order will be issued by the Judicial Department in due course.

**VII. Process Establishment :-**

1) **Jarikaraks** having qualification of Minimum VIII standard or equivalent qualification shall be entitled to the Pay Scale of **Rs.2650- 5200/-** pre-revised (which was immediately below the pay scale of L.D. Assistant) as against the Pre-revised Scale of Rs. 2490- 4120/-

Correspondingly, the revised Pay Band of **Rs.5200-20200/-** with Grade pay of **Rs.2100/-** per month as per R.O.P 2010 shall apply with effect from January 2006.

2) **Head Jarikaraks** having qualification of H.S.L.C/ SSC/ Matriculation shall be entitled to the Pay Scale of **Rs. 2890-5725/-** pre-revised (equivalent to L.D.A.) as against the existing pre-revised Scale of Rs. 2610-4840/-.

Correspondingly, the revised Pay Band of **Rs.5200-20200/-** with Grade Pay of **Rs.2200/-** per month which is at par with L.D. Assistant as per R.O.P 2010 shall apply with effect from January, 2006.

**VIII. Stenographers' Establishment:-**

1) Stenographer Grade-II working in the subordinate courts shall be entitled to the Pay Scale of Rs. **4120-9725/-** pre-revised.

2) The Principal District & Sessions Judge in each district shall get a **Personal Assistant** to be designated as **Executive Assistant**. The Principal District & Sessions Judge concerned may select the incumbent as per his choice from amongst the Stenographers Grade-I.

3) **Nos. of Stenographers** to be given to each judge in the following manner-

- |   |   |
|---|---|
| i) Civil Judge (Jr. Div.)/Magistrate-           | One Grade-III Stenographer                            |
| ii) Civil Judge (Sr. Div.)/CJM/CMM -            | One Grade- II Stenographer                            |
| iii) District Judge/Additional District Judge - | One Grade-I Stenographer                              |
| iv) Principal District & Sessions Judges-       | One Grade-I Stenographer and one Executive Assistant. |

4) Stenographers of Subordinate courts shall be entitled to **Traveling Allowance/ Compensatory Allowance/ Special Allowance** at the following rates subject to production of appropriate Certificate issued by the Presiding Officer-

- (i) Stenographers working in Taluka/ Tehsil and  
District Headquarters:----- -Rs.100/- p.m.
- (ii) Stenographer working in Cities ----- -Rs.150/- p.m.
- (iii) PA to Principal District and Sessions Judge ----- -Rs.200/-p.m.  
(Executive Assistant)

**IX . Sheristadar/Head Asstt etc working in the subordinate courts:-**

They shall be given revised pay scale in the following manner:-

- a) Sheristadar, Civil judge (Jr. Div.)/ Magistrate-- **Rs.3940-8425/-pm (Pre-revised)**
- b) Sheristadar, Civil judge (Sr.Div.)/CJM/CMM - **Rs.4300-9075/-pm (Pre-revised)**

- c) Sheristadar, Additional District Judge Court/

Head Assistant, District Judge Court----- **Rs.6600-12625/-pm (Pre-revised)**

- d) Chief Administrative Officer/ Sheristadar of

the District Judge Court ----- **Rs.8100-13025/-pm.(Pre-revised)**

The re-designation of the existing posts of Sheristadar of District Judge Courts as Chief Administrative Officer will be done in due course.

**X .Special Allowance to Drivers**

Drivers in the Sub-Ordinate Courts shall be entitled to **Special Allowance of Rs.150/ per month.**

**XI. L.T.C./ H.T.C. Benefits -**

Staffs / Employees working in the subordinate courts shall be entitled to **L.T.C./ H.T.C** benefits like other govt employees as per existing Govt. Norms /Guidelines.

The aforesaid benefits shall equally be applicable to staffs of corresponding grade and status working in various Courts like M.A.C.T/ Family Courts / Industrial Tribunals / Labour Courts / Court of Special Judge, C.B.I. / Special Judge, Assam/ Judge, Designated Court etc in Assam which falls within the sweep of the term“**Sub-ordinate Judiciary**”.

If any of the employees of Sub-ordinate Courts is drawing under the R.O.P, 2010 and / or any other existing Govt. order higher pay benefits than the above, he/ she will continue to draw such higher pay benefits.

In case any difficulty or confusion arises in implementation of the above, clarification may be obtained from the Judicial Department, Govt. of Assam.

Sd/- D.K. Mahanta  
L.R. & Secretary to the Govt. of Assam,  
Judicial Department.

Memo No. JDJ.147/2012/17-A

Dated Dispur, the 30<sup>th</sup> July, 2012.

Copy to :-

1. The Accountant General (A & E), Assam, Beltola, Maidamgaon, Guwahati-29
2. The Registrar General, Gauhati High Court, Guwahati -1.
3. The Principal Secretary to the Govt. of Assam, Finance Deptt., with reference to his letter No.FPC39/98/420, Dated 15-06-2012.
4. The Commissioner & Secretary to the Govt. of Assam, Finance (PRU) Deptt, Dispur, Guwahati-6
5. All Administrative Departments.
6. All District & Sessions Judges.
7. The Judge, Designated Court, Guwahati.
8. The Special Judge, Assam.
9. All Chief Judicial Magistrates.
10. All Presiding Officers, Industrial Tribunals / Labour Courts.
11. All Members, Motor Accident Claims Tribunals.
12. All Principal Judges, Family Courts.
13. All Special Judges, C.B.I. Courts.
14. The Finance (EC-III) Department, Dispur, Guwahati-6.
15. The Finance (Estt) Department, Dispur, Guwahati-6.
16. All Treasury Officers.
17. The Director of Accounts & Treasuries, Assam, Kar Bhawan 5<sup>th</sup> Floor, Dispur.
18. The Director Printing & Stationary, Assam, Bamunimaidam, Guwahati -29, for publication of this Notification in the next issue of the Assam Gazette.

By orders,etc

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30/7/2012

Deputy L.R. & Deputy Secretary to the Govt. of Assam,  
Judicial Department