

Website

**OFFICE OF THE DISTRICT & SESSIONS JUDGE,
EAST DISTRICT, KARKARDOOMA COURTS, DELHI**

CIRCULAR

All the Judicial Officers of Delhi Higher Judicial Service and Delhi Judicial Service posted in East District, Karkardooma Courts, Delhi are hereby requested to follow the guidelines & instructions as per "Annexure-B" duly approved by the Ld. District & Sessions Judge(HQs), Delhi in the Minutes of meeting of DDO's of all districts, held on 11/05/2017 in pursuant of Circular No. 07-17/RCS/DHC dated 03/04/17 of Hon'ble High Court of Delhi, while preferring reimbursement of claims in this office.


(ANURAG SAIN)

Additional District & Sessions Judge/
Head of Office/D.D.O.
East District Karkardooma Courts
Delhi

No. 4140 /CB/Accts./KKD(E)/2017

dated 14/06/17

Copy forwarded for information & necessary action to:-

1. Office of The Ld. District & Sessions Judge (HQs), Central District, Tis Hazari Courts, Delhi.
2. P.S. to The Ld. District & Sessions Judge, East District, Karkardooma Courts, Delhi.
3. Website Committee, Karkardooma Courts, Delhi with request to upload the same on website of District Courts.


(ANURAG SAIN)

Additional District & Sessions Judge/
Head of Office/D.D.O.
East District Karkardooma Courts
Delhi

**OFFICE OF THE DISTRICT & SESSIONS JUDGE,
EAST DISTRICT, KARKARDOOMA COURTS, DELHI**

CIRCULAR

All the Judicial Officers of Delhi Higher Judicial Service and Delhi Judicial Service posted in East District, Karkardooma Courts, Delhi are hereby requested to follow the guidelines & instructions as per "Annexure-B" duly approved by the Ld. District & Sessions Judge(HQs), Delhi in the Minutes of meeting of DDO's of all districts, held on 11/05/2017 in pursuant of Circular No. 07-17/RCS/DHC dated 03/04/17 of Hon'ble High Court of Delhi, while preferring reimbursement of claims in this office.


(ANURAG SAIN)

Additional District & Sessions Judge/
Head of Office/D.D.O.
East District Karkardooma Courts
Delhi

No. 4137 /CB/Accts./KKD(E)/2017

dated 14/06/17

Copy forwarded for information & necessary action to:-

1. Office of The Ld. District & Sessions Judge (HQs), Central District, Tis Hazari Courts, Delhi.
2. P.S. to The Ld. District & Sessions Judge, East District, Karkardooma Courts, Delhi.
3. Website Committee, Karkardooma Courts, Delhi with request to upload the same on website of District Courts.


(ANURAG SAIN)

Additional District & Sessions Judge/
Head of Office/D.D.O.
East District Karkardooma Courts
Delhi

ANNEXURE 'A'

Sl. No.	Agenda	Minutes
1	Consideration/deliberation as Regarding queries of block years in respect of well as deciding guidelines/ sanctioning amount of Rs.1,10,000/- (Rs.One lakh instructions, pursuant to ten thousand only) towards providing of Technical circular bearing no.07- Devices to judicial officers in terms of circular 17/RCS/DHC, dated dated 03/04/2017 is deferred as it requires further 03/04/2017, received from discussions. Hon'ble High Court of Delhi, in However, remaining guidelines have been respect of all procurement of unanimously resolved as per <u>Annexure 'B'</u> . office equipment or other articles.	
2	Introducing of T.A. to all the judicial officers in lieu of Petrol/Diesel due to deferred till next meeting. implementation of 7th CPC (interim) till the finalization of pay commission of judicial officers as per the pattern of ministerial staff	It has been unanimously decided that this matter needs more clarification/discussions, hence it is deferred till next meeting.
3	Any other agenda with the permission of Ld. Chairperson.	No such issue raised.

Di-Ki

✓

Gohome

✓

ANNEXURE "B"

GUIDELINES & INSTRUCTIONS FOR STRICT ADHERENCE WHILE RELEASING FUNDS TO JUDICIAL OFFICERS & MAKING REIMBURSEMENT OF CLAIMS

A. Electricity & Water Reimbursement:-

Present Procedure:- Benefit of this reimbursement has been extended to Judicial Officers under the notification of GNCT of Delhi dated 21/06/2006 and reimbursement is made to Judicial officers against paid copies of bills for maximum of 2 Connections installed at the residence of officer. Presently reimbursement is also made in respect of Connection which is either in the name of officer Or any family Member in terms of Committee's recommendations duly approved by the then Ld. District & Sessions Judge dated 05/08/06(copy enclosed "A").

Resolved:- It is unanimously resolved that connection against which reimbursement is claimed should be installed at the address of Judicial Officer as entered in his/her official record. Further following checklist point must be attended to by the Accounts Branch:-

1. Electricity/Water paid bills in original Or self-attested copies must contain detail of consumption, User name, CA No, LPSC(if any) along with payment proof and Mode of payment.
2. Bills should be reimbursed after excluding LPSC, Other Charges(wire changing, Load enhancement, penalties etc.). It must be restricted upto consumption of billing period including taxes.
3. Reimbursement should be restricted upto Maximum of 2 Connection as already recommended by the Committee and approved by Ld. District Judge Delhi vide his order dated 05/08/2006 and should only be upto entitlement as given in notification no.F.6/30/02-JudII/3740 dated 21/06/2006.
4. Dealing official shall ensure that reimbursement should be made upto maximum of two CA No. in same address which should be official address mentioned in Service book officer concerned.
5. It must be ensured that Mode of payment exceeding Rs 5000/- of electricity and water bills by Judicial Officer should be by way of cheques, credit card or means that is channelized through Bank in terms of instruction of Hon'ble High Court of Delhi conveyed vide Circular dated 03/04/2017.

B. Telephone(Landline):-

Present Procedure:- Reimbursement is made upto entitlement against original paid bills in terms of Receipts & Payment Rules.

Resolved:- It is unanimously resolved that reimbursement of telephone(landline) connection should be only Connections installed at the residence of Judicial officer as given in official record of the officer. Further following checklist in respect of telephone claim must be attended to by Office:

Pi-Ki

✓

Signature

1. Telephone paid bills must be submitted by Judicial officer in original for reimbursement with receipt of payment in terms of 'Payment & Receipt Rules'. The bills showing last payment will also be considered as proof of payment.
2. It must be ensured that reimbursement of telephone bills of Judicial officers starts after the Sanction of such connection has been obtained by Judicial Branch from GNCT of Delhi.
3. Reimbursement of Landline telephone bills may also be given Judicial officers of other Service Provider other MTNL OR BSLN subject to condition that it should not exceed the monthly MTNL rates in terms of GNCT of Delhi letter dt 1st March, 2012 endorsed to all Districts vide endorsement dt 13th March, 2012 (copy enclosed at Annexure "B")
4. It must be ensured that Information to HOD has been conveyed by Judicial Branch in case officer changes the Service provider other than existing.
5. It must be ensured that Mode of payment exceeding Rs.5000/- of telephone bills by Judicial Officer should be by way of cheques, credit card or means that is channelized through Bank in terms of instruction of Hon'ble High Court of Delhi conveyed vide Circular dated 03/04/2017.

C. Petrol/Diesel Reimbursement:-

Present Procedure:- Benefit of this reimbursement has been extended to Judicial Officers under the notification of GNCT of Delhi dated 21/06/2006 (copy enclosed at annexure "C"). The reimbursement is being made upto entitlement of Officer on the basis of Utilization Certificate given by Judicial Officer in terms of recommendations duly approved by the then Ld. District & Sessions Judge, Delhi vide order dated 06/09/06 (copy enclosed at annexure "D")

Resolved :- The checklist point before initiating the processing of reimbursement will be as under:-

1. It must be ensured that Judicial officer clearly Mentions whether Officer wants reimbursement of 'Petrol' OR Diesel. Mere mentioning of 'Fuel Charges' will not work.
2. If the officer is on leave for Full Calendar Month, the Officer shall not be entitled for reimbursement of Petrol/Diesel Charges, be it Official Or Personal Use in terms of TA rules.
3. No reimbursement of Petrol/Diesel should be allowed during Maternity leave/Child Care leave.

Other rules/norms governing Petrol/Diesel reimbursement shall remain same as proposed by Committee and approved by District Judge Delhi (as mentioned above) and Circulars of Pool Car Branch issued from time to time (copies enclosed at annexure "E").

D. Newspaper & Magazine Charges:-

Existing Procedure:- The benefit is being extended to Judicial Officers and entitled ministerial staff on the basis of Hon'ble High Court of Delhi order dated 24/10/2005 (copy enclosed at annexure "F"), GNCT of Delhi OM dated 25/09/2003 (copy enclosed at annexure "G") and Circular dated 16/03/05 regarding Ceiling of per month Amt.

Resolved :- It is unanimously resolved that reimbursement Should be ordered only against the original Cash Memo of Vendor having name of Agency/Vendor and Name of Judicial Officer whom Newspaper being supplied. Following should be the checklist point before initiating the process of reimbursement:-

P-1-K:

✓ answ

- 1 It must be ensured by dealing official that bills enclosed by Judicial officer should be legible and clearly specify name of Newspaper and Magazine, quantity and rate thereof.
- 2 It should also be ensured that Bill enclosed must have name of Officer, Month and year for which claim is being sought.
- 3 Claimed Newspaper and Magazines should be of Indian edition/origin only and It should be certified by Judicial officer that Newspaper & Magazine purchased by him/her is of Indian origin only
- 4 The bills submitted must not pertain to more than the entitled Newspaper & Magazines, the officer should specify the names of Claimed Newspapers and Magazines which she/he intends to claim.

E Brief Case/Office Bag/Ladies Purse:-

Existing Procedure:- The benefit is being extended to Judicial Officers and entitled ministerial staff on the basis of this office Circular dated 10/03/2014. The bills are taken original and Block year is determined from the date of purchase as per GNCT of Delhi Circular dated 27/09/2013(copy enclosed at annexure "H").

Resolved :- It is unanimously resolved that reimbursement Should be made against the purchase bill/invoice of authorized dealer having full particular of registration under the taxation law. Following should be the checklist point before initiating the process of reimbursement:-

- 1 Purchase bill/invoice should be of authorized dealer having TIN Number/CST No.
- 2 The reimbursement shall be made only for one brief case/office bag/ladies purse for whole block of 3 year upto the entitlement. The Block year shall be calculated from the date of Purchase
- 3 No reimbursement shall be allowed on Cash Memo.
- 4 Advance under the scheme is neither available nor permissible.
- 5 Entry of Block year should be made in Service Book of Officers/Officials by Officials maintaining Service book.
- 6 It must be ensured that Mode of payment exceeding Rs.5000/- of Office Bag/Brief Case/Ladies Purse bills by Judicial Officer and Entitled ministerial Staff should be by way of cheques, credit card or means that is channelized through Bank in terms of instruction of Hon'ble High Court of Delhi conveyed vide Circular dated 03/04/2017.

F Camp Office:-

Existing Procedure:- The benefit is being extended to Judicial Officers against GNCT of Delhi letter dated 22/10/2008(copy enclosed) and further enhancement letter from Rs. 93000/-to Rs.125,000/- vide letter dated 29/03/2012(copy enclosed) for block of 5 years. The reimbursement is being made only on "Utilization Certificate & Undertaking" of officer in terms of

[Handwritten mark]

Pi - Ki

[Handwritten signature]

recommendation of the then Committee and approval of the then Ld. District & Sessions Judge dated 03/12/2008

Resolved :- In the light of present 'Circular' of Hon'ble High Court of Delhi dated 03/04/2017 It is unanimously resolved that instructions given in Circular of should be adopted by letter and spirit and as the 'Camp office Facility' is also of Reimbursement nature It is required that reimbursement should be made against the original/copies of purchase bills of items. Following should be the checklist point before initiating the process of reimbursement:-

- 1 Purchase bill/invoice should be of authorized dealer having TIN Number/CST No.
- 2 Advance is neither provisioned nor permissible under the scheme. Judicial officers will have to firstly purchase items and then shall submit their claim.
- 3 Items purchased under the scheme should be strictly as mentioned in OM dated 22/10/2008 and 29/03/2012 and must be only those items required for maintaining Camp Office. No items should be purchased which is being provided by the office.
- 4 Items like Home Theater, Music Systems are not allowed for reimbursement.
- 5 The Block of 5 years should be counted from the end of last block year as applicable as per calendar year so that by the end of the block year depreciation value comes to 'Nil'.
- 6 It must be ensured that Mode of payment exceeding Rs.5000/- of items of Camp Office items by Judicial Officer and Entitled ministerial Staff should be by way of cheques, credit card or means that is channelized through Bank in terms of instruction of Hon'ble High Court of Delhi conveyed vide Circular dated 03/04/2017.
- 7 In case the officer has utilized items of camp office for at least two years on the date of retirement/voluntary retirement, no recovery or deduction shall be effected in terms of Para C of GNCT of Delhi letter dated 29/03/2012. Date of utilization of 2 years shall be counted from date of purchase of items.
- 8 In case of Lapse of a particular block year the same could not be claimed with next block year.
- 9 The amount of Camp Office shall be liable to be utilized in the first Quarter(i.e first 3 months) of starting of the block year thereafter no claim of reimbursement shall be entertained. Since as per letter dated 31/03/16 the Block year shall start from the date of purchase, therefore it is purposed that some time limit for purchasing the Technical devices should be given
- 10 The annual rate of depreciation on these equipments would be as below:-

Period	Rate of Depreciation
06 or More month upto 1 year	50%
01 to 2 year	25%
On completion of 2 year	Nil

G Robe Allowance:-

Existing Procedure:- The Robe allowance is being extended @ Rs.6000/- for block of 3 years to Judicial Officers in terms of acceptance of recommendations of Justice E-Padarnabhan(Retd.) Committee. The

Pi-ni

V. Jaisingh

allowance is given to Judicial officers on submission of application in this regard in Accounts Section

Resolved :- As it is allowance the competent Authority may provide necessary amendment in existing procedure as deem fit, if required. However, Following Points should be taken into account for reimbursement.

1. The Block year of Judicial officers inducted after 1.1.2006 shall commence from the date of Joining.
2. The allowance shall be allowed by the office only on submission of application by the Judicial Officer Concerned.

H DEPRECIATION ON ITEMS

Depreciation in respect of Items purchased in respect of "Technology Devices" and Camp office shall be calculated from the Date of Purchase of each items. 'Technology Devices' and 'Camp office' wherein depreciation amount is required to be deposited, the criteria of six months or more (left for retirement/vol. retirement) shall be considered as one year in terms of letter of GNCT of Delhi dated 22/10/2008. Further, In case any deduction is left over due to oversight or any other reasons in respect of retiring officer, the same may be deducted from the "Post-Retirement benefit/claims" (i.e. Domestic Help Allowance or from arrears if any). After the completion of block year the depreciation of articles/items will be "NIL" The depreciation value of **Camp Office Allowance** shall be calculated as per follow:-

Period	Rate of Depreciation
06 or More month upto 1 year	50%
01 to 2 year	25%

Other Proposals:-

1. Reimbursement/Payment claims of Judicial officers in respect of all claims mentioned above shall be processed from Accounts Section after receipt of application from Judicial officers.
2. All claims should bears the "Payment Proof & Mode of Payment" i.e, payment made by cheque, credit card/debit card or net banking etc. In case, the payment is made by 'Cash' of any bill having bill amount exceeding Rs.5000/-, the claim shall not be processed/reimbursed in terms of instruction contained in Circular of Hon'ble High Court of Delhi.

pi-k

V
enane

3. If any claim of officers remains unclaimed beyond 2 years, the officer concerned shall give cogent reason to the satisfaction of HOD for not preferring the claim within 2 years at the time of preferring claim with application in terms of General Financial Rules.
4. All Judicial officers are required to depute Reader/PS to maintain record of their claims and reimbursement to minimize the enquiry from Accounts Section on casual manner for smooth functioning of Accounts Work.
5. It is also desired that Judicial officers do not call upon officials of Accounts Branch for enquiry purpose in their respective Court/Chambers unless it necessitate. Any enquiry may be done on telephone or in writing for disposal at the end of Accounts section.

Note:- In the light of instructions contained in Hon'ble High Court's Circular dated 03/04/2017, it is highly recommended that all the claims of Judicial Officers should be processed after payment by the Judicial officers concerned and then submit the same in Accounts Branch for reimbursement.

21-11

h
S. S. S.

On receipt of notification dated 21.6.2006 flag 'A' a committee was constituted flag 'B' and the committee after its meeting submitted the report in the form of minutes flag 'C' in pursuance whereof a circular dated 3.7.2006 flag 'D' was issued.

In the notification dated 21.6.2006 flag 'A', there is no mention of in whose name the electricity / water should be. However, in the OM No. 17/01/Misc/2006/GAD/Admn/1790 dated 31.5.2006 flag 'E' it has been stated that the house in respect of which reimbursement of electricity / water is claimed should be the one where the officer concerned is residing irrespective of the fact whether the bill is in his name or not. The committee in its minutes has also approved the same in para IV.

In view of the minutes of the meetings flag 'C', the house in respect of which reimbursement of electricity / water is claimed should be the one where the officer concerned is residing irrespective of the fact whether the bill is in his name or not.

Similarly, the notification dated 21.6.2006 is silent as regards furnishing of original or photocopy of the electricity / water bills for the purposes of reimbursement.

In the OM No. 17/01/Misc/2006/GAD/Admn/1790 dated 31.5.2006 flag 'E', it has been stated in para 4 that in order to claim the partial reimbursement of electricity and water charges the entitled officer will make available the original or photocopy of the monthly/periodical electricity / water bill (after having paid the same in full) to the DDO, who will make the reimbursement as per the norms fixed, directly to the officer. As per the minutes of the meeting of the committee flag 'C' para IV, the officer is required to submit the original electricity & water bills.

In view of the minutes of the meeting flag 'C', in order to claim the partial reimbursement of electricity and water charges the entitled officer will make available the original of the monthly/periodical electricity / water bill (after having paid the same in full) and reimbursement shall be made as per the norms fixed, directly to the officer.

The details of the fixed electricity & water charges shall be available with the bill clerk in room No. 320, and the same be obtained

-4-

from him.

The committee vide flag 'C' has stated that in para V that if any officer is having more than one electricity or water meter, then the bills of such meters will be considered collectively. In this regard the reimbursement may be restricted in respect of maximum two connections as the officers living even in govt. accommodation may have got installed two electricity / water meters.

The office shall credit the capping limit i.e. 8000 units of electricity in case of DHJS and 6000 units in case of DJS at the beginning of the financial year in the officer's account. And while making payment of monthly/ periodical electricity bill @ 50%, it shall be ensured that 50% of the electricity units so reimbursed is also debited in the officers account keeping in mind the upper limits in the given financial year. The reimbursement during that financial year shall continue to be made in this manner till the officer reaches the limit.

In the same manner the partial reimbursement of the water bills shall be recorded.

In OM No 17/01/Misc/2006/GAD/Admn/1790 dated 31.5.2006 flag 'E', it has been provided that if the spouse of the officer is also eligible for the reimbursement of electricity & water charges, only one of them will be entitled. The Notification dated 21.6.2006 is silent on this aspect. And there was no deliberation on this aspect by the committee.

The OM No. 17/01/Misc/2006/GAD/ Admn/1790 dated 31.5.2006 flag 'E' be adopted in this regard, i.e. if the spouse of the officer is also eligible for the reimbursement of electricity and water charges, only one of them will be entitled.

Submitted for approval.

Chd. - 21/7/06

LS JS

Approved

21/7/06

officer in charge (MC)

Seen. Approval granted by the Dy. Commr. P. S. for electricity & water charges reimbursement. 21/7/06.

21/7/06

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
(DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS)
1ST LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI

21/4/2012-Judl./SubtLaw/176

Dated 1st March
February, 2012

To
The District & Sessions Judge, Delhi
Tis Hazari Courts,
Delhi



Sub: Permission for the installation of telephone of a private service provider such as Airtel, Vodafone, etc.

Madam,

With reference to your office letter No. 2032/Tele/Gaz./11 dated 7/1/2012 on the subject cited above, I am directed to inform you that the matter had been referred to the Finance Department which inter-alia has stated that as per Office Memorandum dated 21/4/2010 (copy enclosed) issued by the Finance Department, both the entitled/non-entitled category officers may be allowed reimbursement of call charges of residential telephones of other than MTNL Connections, subject to the condition that the reimbursement should not exceed the monthly MTNL rates of the admissible calls.

Yours faithfully,

(Signature)
01/01/12
(Tarun Sahrawat)

Addl. Secretary (Law, Justice & LA)

(Signature)
5/3/12
A.O. (Judl.)
01/01/12
(Computer Operator)

Urgent

OFFICE OF THE DISTRICT & SESSIONS JUDGE: DELHI

No. 15495-5a5
/Tele./Gaz./12

Dated, Delhi the 23/12/11

Copy forwarded for information and necessary action to:-

1. Sh. L.K. Gaur, Spl. Judge CBI, Central District, Tis Hazari Court, Delhi in reference to letter dated 28-11-2011.
2. The D.D.O. Accounts Branches of all the Districts situated at Tis Hazari, Patiala House, Saket, Kakardooma, Rohini and Dwarka Court Complexes, Delhi/New Delhi.

Enc: As above.

(Signature)
(N.K. Gosh) 3
Officer In-charge (Judl.)
Additional District Judge
Tis Hazari Court, Delhi.

Mr. V. V. V. V. V.
16/3

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
(DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS)
3rd LEVEL, C-44/3, DELHI SECRETARIAT, NEW DELHI

NO. P-310/02-1001 : 27.06.2002

Dated: 21.06.2002

To:

The Registrar General,
High Court of Delhi,
New Delhi.

Re: Grant of facilities to the Officers of Delhi Higher Judicial Service/Delhi Judicial Service in terms of recommendations of the First National Judicial Pay Commission/High Court of Delhi vide proposal dated 16.12.01.

Sd/-

With regard to the subject cited above, I am directed to convey the approval of the Lt. Governor of the National Capital Territory of Delhi to the grant of following facilities to the officers of Delhi Higher Judicial Service/Delhi Judicial Service:-

- 1) Reimbursement of electricity and water charges paid by the Judicial Officers for their residential accommodation, to the extent of 50% of the bill, subject to a cap of 2000 units of electricity per annum and 35 kilolitres of water per month for the officers of the Delhi Higher Judicial Service, and 5000 units of electricity per annum and 28 kilolitres of water per month for officers of the Delhi Judicial Service, minus amount already paid, if any, under this allowance, w.e.f. 1.11.99.
- 2) Reimbursement of the price of 100 litres of petrol/diesel charges for officers of the Delhi Higher Judicial Service and 75 litres of petrol/diesel for the officers of Delhi Judicial Service, per month, minus amount already paid, if any, under this allowance, w.e.f. 1.11.99. Provision of liberal soft loans with interest @ 6% per annum as motor car advance upto to a ceiling of Rs.2.5 lacs with convenient instalments for repayment.
- 3) Payment of Sumatrusty Allowance @ Rs.1000/- per month for District/Addl. District & Sessions Judges, Rs.750/- per month for Civil Judges (Sr. Division) and Rs.500/- per month for Civil Judges (Jr. Divisions), minus amount already paid, if any, under this allowance, w.e.f. 1.11.99.
- 4) Payment of Medical Allowance @ Rs.100/- per month to all the Judicial Officers, both serving and retired, in addition to the other benefits set out in the Shetty Commission Report, w.e.f. 8.5.06 and
- 5) Payment of Rs.1250/- per month for providing a Home-cum-office orderly at the residence of the Judicial Officers w.e.f. 8.5.06.

This issues with the prior approval of the Finance Department vide their U.O. no 306/D57/RO dated 20.06.02.

Yours faithfully,

(Signature)

(Sawna Birbal)
Secretary (Law, Justice & L.A.)

L.

21

22-6-02

performance of duties of an officer, is exempt from tax.
 And under 2. 10 (1) of the 1961 Act, the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

Under the Income Tax Act, 1961 (10) (1) (a) the exemption is given to the extent authorized by the expenditure on conveyance in the performance of duties of an officer, is exempt from tax.

The reimbursement of price of petrol/diesel is taken in the nature of conveyance allowance and not transport allowance to meet expenditure for the purpose of commuting between place of his residence and the place of his duty. It has to be exempt from income tax to the extent it is utilized to meet the expenditure on the performance of duties of the officer.

Accordingly, for the reimbursement of the same, the officers may be asked to furnish a certificate as regards the arrears w.e.f 1.1.1999 when start state.

CERTIFICATE

I, _____ ADJ Civil Judge/ MM
herby certify that _____ am not availing/ had not availed, the petrol/ diesel facility from _____ the office since _____
(date) (date)

(date)

It is further certified that I have utilized _____ Lts. petrol/

Dated _____

Signature _____

Name of the officer _____

De _____

_____ is not applicable.

CERTIFICATE

I, _____ ADJ Civil Judge/ MM
herby certify that _____ am not availing/ had not availed, the petrol/ diesel facility from _____ the office since _____
(date) (date)

It is further certified that I had utilized _____ Lts. Petrol/ diesel during the month of _____ on my own conveyance for official purposes.



Dated _____

Signature _____

Name of the officer _____

Designation _____

* Send out whichever is not applicable.

And in case the officer does not furnish the certificate or uses the post car facility for any official purpose, income tax at the rate applicable to the officer be deducted on the amount of reimbursement.

Submitted for approval

LD DP

CEL 20/9/06
5/9/06

Approved

CEL 20/9/06

Approved

Circular be issued

CEL 20/9/06

4/maque - r

8

OFFICE OF THE DISTRICT & SESSIONS JUDGE : DELHI

CIRCULAR

All the Judicial Officers, who are availing Pool Car facility, are requested to check and sign the Log Books of their pool cars on daily basis. In case of any grievance in respect of Pool Car arrangements, they should talk only to the undersigned or the respective Controlling Officer, Pool Cars of their respective Court Complexes and not to the staff. In case of non reaching of Pool Car a written information be sent immediately to the Pool Car branch when the Officer reaches the court or he/she should give information on telephone no. 011-23832166 where an official of Pool Car is available from 08:00 a.m. to 07:00 p.m.

All the Judicial Officers are further informed that since there is paucity of pool cars in this office, no separate vehicle shall be available to an individual officer when he/she happens to be on half day leave. Similarly, when any meeting is fixed in the same court complex, the officer who is expected to attend the meeting may inform the officers of his pool car about the time of conclusion of the meeting, so that all the officers can leave together. They are further informed that in case any Judicial Officer availing the pool car proceeds for Jail inspection or has to go to Hon'ble High Court, the other Judicial Officers will be adjusted in another pool car. All the officers are further informed that since it is difficult to make arrangement for pool car within a short period and in case any officers intends to avail or withdraw pool car facility or intends to change his/her residential address, he/she should intimate the Pool Car Section in atleast one month in advance so that necessary arrangement can be made.

All the Judicial Officers are further informed that pool car facility will be available for a block period of three months i.e. January to March, April to June, July to September, October to December and if any judicial officer withdraws the facility in between, he/she will not be given Petrol/Conveyance allowance for a period of three months.

Judicial Officers are also requested that in case pool car does not reach at their residences due to some reason they should hire a vehicle to reach the court in time.

No staff vehicle will be made available for the Judicial Officers, who are not availing Pool Car facility except for TIP and Jail inspection. Staff vehicle will also not be available for the Judicial Officers for Court Evidence, Lok Adalts etc whether they are availing pool car or not. The officers not availing Pool Car facility may be granted pool car for official purposes in exceptional circumstances by the order of Ld. District Judge-I & Sessions Judge, Delhi/Ld. District Judge of concerned District.

This issues with the approval of Ld. District Judge-I & Sessions Judge, Delhi.

22/11/10
19/8/10
(BRIJESH SETHI)

JUDGE INCHARGE (MEDIATION)/
OFFICER INCHARGE, POOL CARS, DELHI.

S0690 - S1290

No. _____/Pool Cars/THC/2010

Delhi, dated the

20/8/10

Copy forwarded for information and necessary action to:

1. The District Judge-I & Sessions Judge's Office, Room No. 302-A, Tis Hazari Delhi.
2. The District Judge-II to IX.
3. The Controlling Officers, Pool Cars, Patiala House, Rukardooma, Dwarka and Rohini Courts, Delhi.
4. All the Judicial Officers.
5. The Incharge, Accounts Branch (all District).
6. All the drivers for compliance.

22/11/10
19/8/10
JUDGE INCHARGE (MEDIATION)/
OFFICER INCHARGE, POOL CARS, DELHI.

Mr. Manoj
to
21.8.10

9

OFFICE OF THE DISTRICT JUDGE - IN SESSIONS JUDGE, DELHI

CIRCULAR

In supersession of the instructions contained in circular No. 50690-51290 dated 20/08/10, following instructions shall be complied with by all the concerned with immediate effect:-

All the Judicial Officers are informed that the pool car facility shall also be available to the Officers when they are on half day leave (pre-lunch/post-lunch).

The Judicial Officers are further informed that the pool car facility will be available for a minimum period of one calendar month and if any officer withdraws the facility during the said period, he/she shall not be entitled to get the petrol/diesel for remaining period of the month.

However, the Officer may change the option regarding Pool Car Facility on being transferred to another court complex or in extreme unforeseen circumstances and in that case he will be proportionately entitled to petrol/diesel charges on submitting requisite certificate.

Since the vehicles may have to be freshly hired/relieved by the Office to accommodate the request of Officers for providing Pool Car, it is directed that the Intending Officer shall intimate change in their option in writing at least 15 days in advance.

The Judicial officers are further informed that on receipt of a request which should be one day in advance, the Official vehicle will be available to the Judicial officer from their residence/Court, whether they are availing Pool Car Facility or not, for attending Official functions including training programs organized by Delhi Judicial Academy, Mediation Cell and also to/from Air Port/Railway Station for programs scheduled outside Delhi provided they are nominated by the Hon'ble High Court of Delhi or this Office for such event. However, no reimbursement claim will be entertained in case officer fails to provide official vehicle due to unavoidable circumstances.

Confid....2

Officer Incharge (Accounts)
Tis Hazari, Delhi

57

-2-


It is further informed that Pool Car facility will be available for conducting TIP/Lok Adalat in Jail, visit to hospital for remand of the accused, court inspection of site and inspection of Jails.

The senior most officer shall be the incharge of the pool car. He shall ensure that driver maintains the Log Book and car properly. If he notices any misconduct on the part of the driver, he shall immediately bring it to the notice of Officer Incharge of Pool Car.

Since co-operation is the foundation of pool car facility, the same is expected from all the Judicial Officers. They shall ensure that no unnecessary inconvenience is caused to the Pool Car due to their action or attitude.

The officers are also informed that in case pool car does not reach in time at the residence, they can lodge the report in Pool Car Section of concerned court complex.

The officers may also note that if due to some unavoidable circumstances the pool car does not reach at their residence in the morning and officer fails to make substitute arrangement, it is expected that Officer shall use his personal vehicle or may hire a Taxi, he shall not claim any conveyance charges for the particular day. However, if it happens more than once in a month, Officer shall be reimbursed charges for all such defaults.


DISTRICT JUDGE - I & SESSIONS JUDGE, DELHI

85-C-0005
No. 85-C-0005 (Pool Cars/THC/2011) Delhi, Dated 10/2/11

Copy forwarded for information and necessary action to :

1. The District Judge-I & Sessions Judge's Office, Room No. 302-A, Tis Hazari, Delhi.
2. The District Judge-II to IX.
3. The Controlling Officers, Pool Cars, Patiala House, Karkardooma, Dwarka Rohini and Saket Courts New Delhi.
4. All the Judicial Officers.
5. The Incharge, Accounts Branch (all District)
6. All the drivers for compliance.


DISTRICT JUDGE - I & SESSIONS JUDGE, DELHI



High Court of Delhi : New Delhi

No. 28769 /Liby/DHC

Dated. 24/10/05

From:

Registrar General
High Court of Delhi
New Delhi.

To

The District and Sessions Judge,
T. Hazari,
Delhi.

Subj: Supply of Newspapers/Magazines at the residence of Judicial Officers.

Sir,

With reference to your Letter No. 5231/Accts/CB/ 2004-05 dated 22-09-05 on the subject cited above. I am to inform you that from 1st October, 2005 the entitlement for reimbursement of Newspapers/Magazines to the Officers of Subordinate Court will be as under:

S.No.	Level	Entitlement	
		Indian Newspapers	Indian Magazines
1.	District & Sessions Judge	No Limit	No Limit
2.	Addl. District & Sessions Judge	2	2
3.	Officers of DJS	1	1
4.	AO/Admn Officer	1	Nil
5.	Superintendent	1	Nil

Yours Sincerely

Assistant Registrar (Liby)
for Registrar General

GOVERNMENT OF INDIA
(GENERAL ADMINISTRATION DEPARTMENT)
CARE TAKING DIVISION
DELHI RACHIWALA, 110002, NEW DELHI-110002

No. 13/10/2000-CTU/Pan-1/3203

Dated: 25/09/2000

SUBJECT: Supply of Newspapers/Magazines to Ministers and Members of various levels of the Government of India and related matters.
In supersession of order no. 2/168/2000-CTU/Pan-1/3203 dated 12/12/2000 & 2/108/2000-CTU/Pan-1/3203 dated 24/04/2000, on the subject cited above, the provisions of newspapers and magazines are amended as under:

Sl. No.	LEVEL OF OFFICER	INDIAN NEWSPAPER	INDIAN MAGAZINE
1	Council of Ministers and Ministers	At their discretion	At their discretion
2	Chief Secretary/Secretaries to the Govt. and other officers of equivalent rank	At their discretion	At their discretion
3	Secretaries to Government of India	At their discretion	At their discretion
4	Secretaries to Government of India/Ministers and equivalent officers of Govt. of India	At their discretion	At their discretion
5	Joint Secretaries/Deputy Secretaries	At their discretion	At their discretion
6	Off. Secretary/Under Secretary and equivalent	At their discretion	At their discretion
7	Sr. A.O./A.D.	At their discretion	At their discretion
8	A.O.	At their discretion	At their discretion
9	Subordinate & P.S. equivalent	At their discretion	At their discretion

- (i) Any officer/employee who is not entitled to these facilities shall be required to pay the cost of the newspapers/magazines to the Government of India.
- (ii) Further, all employees of various categories are informed that they are not required to deposit the newspapers/magazines against their reimbursement.

This issue with the concurrence of Finance Deptt. vide their L.O. No.38/Fin.(I-7) dated 21.09.02.

(Sd/-)
P. SECRETARY (CAD)

Copy to:

- All P. Secretaries/Secretaries, Secretaries/Asst. Secretaries/Joint Secretaries/Under Secretaries/Deputy Secretaries (P.O.N.C.T. of India).
- Secretary to Chief Minister/Secretary to all Ministers, O.N.C.T. of Delhi, Delhi Secretariat, L. Encls. New Delhi-1.
- All Heads of Departments, concerned branches of O.N.C.T. of Delhi.
- O.S.D. to Chief Secretary, O.N.C.T. of Delhi.
- Director of Accounts/Accounts Officer (A.O.A.) of O.N.C.T. of Delhi.
- Sr. A.O. (CAD).

(Sd/-)
P. K. SHARMA

Shiv Narayan Dhillon

OFFICE OF THE DISTRICT & SESSIONS JUDGE : DELHI

CIRCULAR

In supersession of this office circular No.17326-675 dated 04/03/05, the contribution of Newspaper and Magazine charges to Judicial Officers shall be made as under w.e.f. 01/03/05 onward.

S.No.	Designation	Entitlement	Maximum Amt. Allowed per Month
1	Additional District & Sessions Judge	2 Newspaper 1 Indian Magazine	700/-
2	Officers of the Delhi Judicial Service	1 Newspaper 1 Indian Magazine	500/-

HL
(SHIV NARAYAN DHILLON)
DISTRICT & SESSIONS JUDGE
DELHI

CR/2005/ 22655 - 975

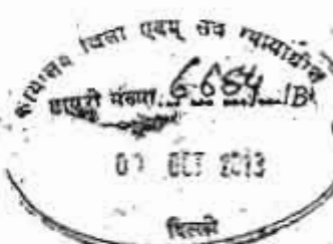
Dated, Delhi 16/3/05

Copy forwarded for information and necessary action to:

1. Judge Incharge, KKD Courts/Patala House Courts.
2. All the Judicial Officers, Tis Hazari Courts / KKD Courts / Patala House Courts.
3. Welfare Committee, Court No. 51, KKD Courts, Delhi.
4. The Member to District & Sessions Judge, Delhi.

HL
DISTRICT & SESSIONS JUDGE
DELHI

CD No.062239794
GENERAL ADMINISTRATION DEPARTMENT
GOVERNMENT OF NCT OF DELHI
CARETAKING BRANCH
2ND LEVEL, A-WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002



No.F.2/1117/2013/CTB/GAD/Vol.1/3700

Dated: 27 Sept. 2013

CIRCULAR

Sub: Purchase/reimbursement of briefcase/office bag/ladies purse.

1. Considering the prevailing market rates and increasing prices of the consumer goods, the following monetary ceiling for purchase/reimbursement of briefcase/office bag/ladies purses for GNCTD officers/employees are prescribed:-

Sl. No.	Designation	Upper ceiling
1.	Chief Secretary	Rs.12000/-
2.	Pr. Secretary/Special Secretary or equivalent	Rs.10000/-
3.	Add. Secretary or equivalent	Rs.8000/-
4.	Joint Secretary or equivalent	Rs.5500/-
5.	Director/Deputy Secretary or equivalent	Rs.5000/-
6.	Under Secretary/ Pr. Private Secretary or equivalent	Rs.4000/-
7.	Superintendent/Private Secretary or equivalent	Rs.4000/-
8.	Assistant/PA or equivalent	Rs.3500/-

2. The entitled officers/officials can purchase briefcase/office bag/ladies purses of their own choice from any private/public outlet. However, reimbursement shall be restricted to the above mentioned ceiling limits.

3. The briefcase/office bag/ladies purse shall be provided to the above officers/officials on joining GNCTD or on completion of three years from the date of issue of earlier one.

4. The above revised ceiling will be effective with immediate effect.

5. This issues with the concurrence of P.D. vide U.O. No.406/DS-I dated 27.09.2013.

(P.C. JAIN)
SPECIAL SECRETARY(GAD)

To: All Principal Secretaries/Secretaries/HODs of GNCT of Delhi.

73K-7409
Accts/2014Dated: 13th March, 2014

All the Judicial Officers of Central District

CIRCULAR

In terms of the Circular No. F.2/1117/2013/CTB/GAD/Vol. 13290 dated 27.09.2013 of the General Administration Department (Case Taking Branch) Govt. of NCT of Delhi, it is hereby informed that the judicial officers of the Central District, Tis Hazari Courts Delhi are eligible to purchase brief case/office bag/ladies purse of their choice from any private/public outlet and submit their reimbursement claims along with original bills subject to the monetary ceiling of their entitlement as follows:

Designation	Equivalent to Grade Pay	Upper Ceiling
District & Sessions Judge	12000	10000
Officers of DMJs-Super Time Scale	12000	10000
DMJs Officers - Selection Grade	10000	10000
DMJs Officers - Entry Level	8900	8000
DMJs Officers - Senior Division	7600	8000
DMJs Officers - Time Scale	6600	6500
DMJs Officers - Entry level	5400	6500

The entitled officials may avail the benefit at the earliest.

(Signature)
10.3.14
(SUMIL K AGGARWAL)
Addl. Distt. Judge 10 (Central)
Officer Incharge (Accounts)
Tis Hazari, Delhi

OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQ) : DELHI

NO. 7409-7509
/Accts/2014Dated: 10th March, 2014

To : The Ministerial Officials of Central Distt as per table.

CIRCULAR

In terms of the Circular No. F.2/1117/2013/CTB/GAD/Vol. 1/3200 dated 27.09.2013 of the General Administration Department (Care Taking Branch) Govt. of NCT of Delhi, it is hereby informed that the following ministerial staff of Central District, Tis Hazari Courts Delhi is entitled to purchase brief case/office bag/ladies purse of their choice from any private/public outlet and submit their reimbursement claims along with original bills subject to the monetary ceiling of their entitlement as follows:

Designation	Equivalent to Grade Pay	Upper Ceiling
Sr. Administrative Officer Or equivalent	7600	5000
Superintendents/AO Or equivalent	6600	4000
Sr. Assistant, AAO or equivalent	4600, 4800 & 5400	4000
Assistants, USC or equivalent	4200	1500

The entitled officials may avail the benefit at the earliest.

L/K
10.3.14
(SUNIL K AGGARWAL)
Addl. Distt. Judge 10 (Central)
Officer Incharge (Accounts)
Tis Hazari, Delhi

~~For circulation to the following: Mr. Raj Kumar Kundra, Account Offr~~
Karkardooma Courts, Sh. Manmohan Singh, AAO, Rohini Courts,
Krishna Sah, AAO (Central) Ms. Monica Bajaj, AAO (West),
Prabhat Bhatti, AAO, Saket Courts, Sh. Chandan Singh Negi,

Minutes of meeting dated 10.3.14

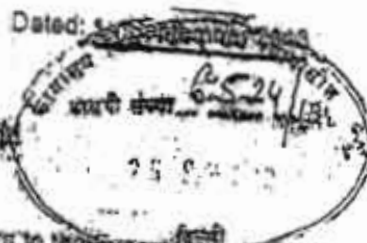
Tech Service

SECTY OF NCT OF DELHI, DELHI SECRETARIAT,
ROOM NO. 202 'A' WING, IP ESTATE, NEW DELHI.

No. F.2/883/CTB/GAD/2012/3126-27

Dated: 29/9/13

OFFICE MEMORANDUM



Sub: Providing technology devices including computers to the Judicial Officers.

1. The Council of Ministers vide Cabinet Decision No. 2078 dtd. 16.09.2013 has approved the following:
 - a. All Executive Officers i.e. IAS (including those drawing fixed salary), DANICS and Judicial officers, having completed the probation period and working with the GNCTD will be provided the facility of one or more technology devices for communication and office work such as Desktop/ Laptop/ I-Pad/ I-Phone/ Smart Phone with features of Laptop along with its accessories, spare, repairs, batteries, software/hardware, installation and AMC etc. within a maximum ceiling of Rs. 1.10 lakh once in four years.
 - b. The purchase will be made by the officer himself for which a maximum advance of 80% of the total cost may be obtained from the concerned department where the officer is working. The officer will then be seeking reimbursement for the complete amount incurred on such purchase from the office he is working in.
 - c. The annual rate of depreciation on these equipments would be as below:

Year 1	-	50%
Year 2	-	25%
Year 3	-	15%
Year 4	-	10%

Thus, the total prescribed life of such computers will be of four years.

- d. With the introduction of above scheme, the existing facility of providing Rs.50,000/- to each Judicial Officer for procurement of a desktop with its accessories and AMC will stand withdrawn forthwith. Additionally, the Judicial Officers who have already availed of this facility of Rs. 50,000/- will be entitled to only the balance Rs. 80,000/-.

3.3.2 (49)
25/9/13

01 (Computer Rm)

Supn (Computer)

29/9/13
Contd... 2/-

(3)

- 2 Accordingly, all the eligible officers may purchase the desired technology device (s) which they find useful for smooth communication and office work. The accessories of these technology devices may include ~~Printer/Scanner/Multifunctional~~, UPS, Webcam, Sound System, Storage devices, Memory Card Readers, Networking equipments etc.
- 3 The cost of all such purchases should be restricted to a maximum ceiling of Rs. 1.10 lakh once in 4 years. In case, cost of such purchase exceeds this prescribed ceiling, the reimbursement shall be restricted to the upper ceiling of Rs. 1.10 lakh.
- 4 After having made the requisite purchase (either from his own funds or from the advance taken upto 80% of the total cost), the concerned officer will furnish a utilization/undertaking to the DDO of the concerned department where he is working, stating clearly that the requisite amount has been spent/utilized on account of purchase of technology device(s). On receipt of such a utilization/undertaking, the DDO of the concerned department will reimburse the amount to the officer concerned directly.
- 5 The facility will also be available to eligible officers who are on deputation to the administrations or local Bodies and undertakings of GNCT of Delhi.
- 6 GAD will act as a nodal department for the implementation of this Circular.

This issues with the approval of the Chief Secretary.

P.C. Jain
(P.C. Jain)
Spl. Secretary (GAD)

No. F 2/853/CTB/GAD/2012/

Dated: September 2013

Copy to All Pr. Secretaries/Secretaries/Head of Departments/Heads/CEOs of Local and Autonomous Bodies/ Undertakings of Govt. of NCT of Delhi.

P.C. Jain
(P.C. Jain)
Spl. Secretary (GAD)

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW, JUSTICE AND LEGISLATIVE AFFAIRS
8TH LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002**

No.F.1/6/2016-Judl./Suptlaw/ 256

To,

The District & Sessions Judge (Headquarters),
Tis Hazari Courts Complex,
Delhi.



31 March, 2016

Ref:- OM No.-F2/883/CTB/GAD/2012/3126-27 dated 24.9.2013.

Sub: Clarification regarding determining of Block Year in respect of Technology Devices.

Sir,

With reference to your office letter No. 5117-1/Accts/2015-16 dated 08.02.2016, on the subject cited above I am to inform you that the matter was referred to the General Administration Department, Govt. of NCT of Delhi which has provided the requisite clarification, as under:-

- (a) In case of Rs. 1.10 Lac:- Whether office should reckon/determine Block year for Rs. 1.10 lac as per Calendar Year of year in which officer becomes entitle to receive Rs. 1.10 Lac akin LTC OR Block Year is to be decided/reckoned only from the Month and year of Purchase.

Clarification:

- (b) In special cases where officers have already been given Rs. 50,000/- in earlier Scheme (which now stand withdrawn in this OM) and completed probation in particular year while releasing the balance Rs. 60,000/-. Should office determine the Block Year from the year for which Rs. 50,000/- released OR from the year in which the current OM become effective.

Clarification: The tenure of four years should be counted from the date of release of amount of Rs. 50,000/-.

This is for your kind information and necessary action please.

Yours faithfully,

(Signature)
(Vikrant Vald)

Add. Secretary (Law, Justice & LA)

(Signature)
31/3/16 (3.15 PM)
(Signature)

C.A.M.R. 8/11/08

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
(DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS)
8TH LEVEL, C-WING, DELHI SECRETARIAT, L.F. ESTATE, NEW DELHI - 110002.

No.F.1/3/2001-JudL/Supd/1999-03 Dated the 22/10/08,

To

The District & Sessions Judge,
Tis Hazari,
Delhi.

Subj: Camp Office/Residential Office facilities for the Judicial Officers of the District Courts.

Madam,

I am directed to refer to your office letter No. 20008-L/Genl/08 dated 15.07.08 on the subject and to convey the approval of the competent authority towards adoption of the following modalities with regard to utilizing the expenditure limit of Rs. 93,000/- fixed for providing camp office facilities to the Judicial Officers, vide Cabinet Decision No. 1022 dated 16.12.05:

1. All the Judicial Officers would be entitled to utilize Rs. 93,000/-, once every five years for making purchase of items considered fit and appropriate for their Camp Office/Residential Office in the nature of reimbursement.
2. All the Judicial Officers are permitted to purchase items they consider useful and appropriate for running camp office at their residence including furniture, furnishing items, electrical and electronics items and such other items as considered necessary for maintaining camp office at their residence.
3. In case of both spouses being Judicial Officers, this facility would be availed by either of them. Judicial Officers on deputation in the GNCT or any local body/undertaking of the GNCT of Delhi are also eligible to avail this facility.
4. All the Judicial Officers after having made the requisite purchases for their Camp Office would furnish a utilization certificate to the District & Sessions Judge, Delhi clearly stating that they have spent/utilized the amount not exceeding Rs. 93000/- for stated purpose.
5. In case of retirement (or resignation) of a Judicial Officer, he/she would be allowed to buy back the items purchased for the Camp Office at a proportionate value based on the total period of five years. For example, if a Judicial Officer is left with 24 months for retirement, he/she would be allowed to buy back the Camp Office items at the time of retirement at a proportionate value of Rs. 55,800/- (i.e. 60% of Rs. 93000/-) for remaining 36 months life of the items out of the total period of five years. For this purpose, a period of six or more months (left in retirement) would be considered as one year.
6. In case of death of a Judicial Officer before completion of five years, it would be presumed that items purchased by him/her for camp office, have outlived their life at the time of death and no recoveries would be effected from the family of the deceased Judicial Officer.

Officer incharge (Accounts)
Tis Hazari, Delhi

(60)

This issues with the prior approval of the Finance Department, Govt. of NCT of D
de their U.O. No. 210/Exp.2 dated 17.10.2008.

Yours Faithfully

(Signature)
(Savitri Rao)
Joint Secretary (L)

a.F. 1/5/2001-Judicial Supplaw/1999-23 Dated the 22/10/08

The Deputy Secretary (Finance E-II), Finance Department, Delhi Secretariat
New Delhi.

The PAO (VI), Tis Hazari, Delhi.

A.G. (Audit), Delhi, DAGR, E.P. Estate, New Delhi.

A.O. (HQ), Dte. of Audit, GNCTD, Delhi Secretariat, New Delhi.

Guard file.

(Signature)
(Savitri Rao)
Joint Secretary (Law)

From: JONIL AGARWAL

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW, JUSTICE AND LEGISLATIVE AFFAIRS
8th LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002

F.1/5/2001-Judl-Suptlaw/251

Dated the 29 March, 2012

The District & Sessions Judge, Delhi
Tis Hazari Courts Complex
Delhi

Enhancement of Expenditure Limit from Rs.93,000/- to Rs.1,25,000/- per Judicial Officer for the Camp Office Facilities to Judicial Officers.

dam.

I am directed to refer to your office letter No.12489-1/G2al/Sanctions/2011 dated 04.2011 on the subject cited above and to convey the approval of the Hon'ble Chief Minister, Govt. of NCT of Delhi as follows:-

- The existing limit of expenditure upto Rs.93,000/- for camp office package for Judicial Officers is enhanced upto Rs.1,25,000/-. The package will be available to the eligible officers once in five years.
- A difference of amount i.e. Rs.32,000/- is allowed to be released for future purchase to those entitled officers on reimbursement basis who have availed their camp office package in the year 2008 itself and even after such release of difference amount, it will be deemed that their entire second package of Rs.1,25,000/- will fall due in the year 2013.
- In case of retirement on superannuation or voluntary retirement of an officer before completion of years period, it will be presumed that items purchased by the officers for camp office would have outlived their life at the time of retirement/voluntary retirement and no recoveries or compulsory deduction will be made from him on this account provided he has held the items for at least two years on the date of retirement/voluntary retirement.
- Rest of the contents of letter No.F.1/5/2001-Judl-Suptlaw/1999-08 dated 22.10.08 will remain the same (Copy enclosed).

This issues with the concurrence of the Finance Department, Govt. of NCT of Delhi vide U.O. No.529/DS2 dated 29/02/2012.

Yours faithfully

(Signature)
(Tarak Sahrawat)

Additional Secretary (Law, Justice & L)

Encls. As above.