OFFICE OF THE DISTRICT JUDGE, PRAYAGRAJ.
ADMIN ORDER NO. 239 DATED : MARCH 26 2026.

ORDER

Vide Letter No. 180/ Admin. (Services)/2026 Allahabad: March 26, 2026, regarding unnecessary endorsements made by the Judicial Officers in Handing Over & Taking over Charge Certificates, the Hon'ble Court has communicated following instructions for ensuring strict compliance:-

i. After transfer/ posting of Judicial Officers, while forwarding the handing over and taking over charge certificates, no unnecessary endorsement be made to any officer/ authority of the Hon'ble High Court. Only one copy of the handing over and taking over charge certificate may be endorsed to the Assistant Registrar (Services) Hon'ble High Court, Allahabad.

ii. However, **in cases where a Judicial Officer is transferred on deputation or from deputation to the regular line (Judgeship), one copy of the charge certificate shall be endorsed to the Deputy Registrar/ Assistant Registrar (Confidential 'B') and Deputy Registrar/ Assistant Registrar (Services) Hon'ble High Court.**

iii. **In cases where a Judicial Officer is transferred to the High Court Registry or from the High Court Registry to the Judgeship, copies of the charge certificate shall necessarily be endorsed to the Deputy Registrar/Assistant Registrar (Confidential 'B') and Deputy Registrar/Assistant Registrar (Accounts A-2), and Deputy Registrar/ Assistant Registrar (Services) Hon'ble High Court, Allahabad.**

iv. Endorsements to departments/offices outside the Hon'ble High Court may continue to be made as per the existing practice and requirement.

v. Thus Charge Certificates should necessary be sent to the following:-

1. The Joint Registrar (Services), High Allahabad.
2. The Pramukh Sachiv, Niyukti, Uttar Pradesh Shasan, Lucknow.
3. The Pramukh Sachiv, Nyay Evam Vidhiparamarshi, Uttar Pradesh Shasan Lucknow.
4. The Accountant General, U.P., Allahabad.
5. The Additional Director, Treasury, Camp Office, First Floor, New Treasury Building, Kutrchery Road, Allahabad.
6. The Deputy Registrar (Account A-2), High Court, Allahabad.
   (In case of Judicial Officer are posted in High Court Allahabad)
7. The Deputy Registrar (Confidential-B), High Court, Allahabad.
   (In case of deputation of Judicial Officer)
8. The Chief Treasury Officer.
9. The Officer Concerned.

In compliance of directions of Hon'ble Court, all the Judicial Officers of the Judgeship are directed to ensure strict compliance of above mentioned instructions while submitting their handing over and taking over charge certificates, and no unnecessary endorsement be made to Hon'ble Court.

The System Officer is directed to provide a soft/pdf copy of Order alongwith Hon'ble Court's Letter No. 180/ Admin. (Services)/2026 Allahabad: March 26, 2026, to all the Judicial Officers for information and strict compliance in letter and spirit and also upload the same on the official website of Judgeship.The copy of order alongwith aforementioned Hon'ble Court's letter be circulated among all the Judicial Officers of the Judgeship for strict compliance.

Inform all concerned for strict compliance.

20.3.2026

(Satya Prakash Tripathi)
District Judge,
Prayagraj.

Most important
Through Email only

From,

Manjeet Singh Sheoran,
Registrar General,
High Court of Judicature at
Allahabad.

To,

1. All the District & Sessions Judges,
District Judiciary of State of Uttar Pradesh.

2. All the Principal Judges, Family Courts,
District Judiciary of State of Uttar Pradesh.

No. 180/Admin.(Services)/2026 Allahabad: Dated: March 26, 2026.

Subject:Regarding Handing Over & Taking Over Charge Certificate.

Sir/Madam,

On the subject noted above, it has been observed by the Hon'ble Court that many of the endorsements made in current handing over/taking over charge certificates are unnecessary and upon consideration, the Court has been pleased to circulate the following instructions among all Judicial Officers posted in their respective Judgeship for strict compliance in future:-

i. After transfer/posting of Judicial Officers, while forwarding the handing over and taking over charge certificates, no unnecessary endorsement be made to any officer/authority of the Hon'ble High Court. Only one copy of the handing over and taking over charge certificate may be endorsed to the Assistant Registrar (Services) Hon'ble High Court, Allahabad.

ii. However, in cases where a Judicial Officer is transferred on deputation or from deputation to the regular line (Judgeship), one copy of the charge certificate shall be endorsed to the Deputy Registrar/Assistant Registrar (Confidential 'B) and Deputy Registrar/Assistant Registrar (Services), Hon'ble High Court, Allahabad.

iii. In cases where a Judicial Officer is transferred to the High Court Registry or from the High Court Registry to the Judgeship, copies of the charge certificate shall necessarily be endorsed to the Deputy Registrar/Assistant Registrar (Confidential 'B) and Deputy Registrar/Assistant Registrar (Accounts A-2), and Deputy Registrar/Assistant Registrar (Services) Hon'ble High Court, Allahabad.

iv. Endorsements to departments/offices outside the Hon'ble High Court may continue to be made as per the existing practice and requirement.

v. Thus Charge Certificates should necessary be sent to the following:-

1.	The Joint Registrar (Services), High Court, Allahabad.
2.	The Pramukh Sachiv, Niyukti, Uttar Pradesh Shasan, Lucknow.
3.	The Pramukh Sachiv, Nyay Evam Vidhiparamarshi, Uttar Pradesh Shasan, Lucknow.
4.	The Accountant General U.P., Allahabad.
5.	The Additional Director, Treasury, Camp Office, First Floor, New Treasury Building, Kutchery Road, Allahabad.
6.	The Deputy Registrar (Account A-2), High Court, Allahabad. (**In case of Judicial Officer are posted in High Court Allahabad).**
7.	The Deputy Registrar (Confidential-B), High Court, Allahabad. **(In case of deputation of Judicial Officer).**
8.	The Chief Treasury Officer.
9.	The Officer Concerned.

I am therefore to request you to kindly take necessary steps in the matter accordingly.

With kind regards,

Yours sincerely,

Sd/-

Registrar General

No. 180(i)/Admin.(Services)/2026 Allahabad: Dated: March 26,2026

Copy forwarded to:-

1**.**The Principal Secretary (Law) & L.R., Government of U.P., Lucknow with the requst to take necessary steps accordingly.

2. The Director, Judicial Training & Research Institute, U.P., Lucknow with the requst to take necessary steps accordingly.

3.The Member Secretary, U.P. State Legal Services Authority, Lucknow with the requst to take necessary steps accordingly.

4. The Chairman, Commercial Tax Tribunal, Lucknow with the requst to take necessary steps accordingly.

5. All the Presiding Officers, MACTs/ L.A.R.R.As./ Commercial Courts, Uttar Pradesh with the requst to take necessary steps accordingly.

6. In addition to the above Officers/ Authorities, all the Judicial Officers posted on deputation with the requst to take necessary steps accordingly.

Sd/-
(Rajnesh Kumar)
Registrar (J) (Services)
"For Registrar General"