

**"Himachal Pradesh Subordinate Courts Typists (Grant of Licence, Registration and Control) (1st Amendment-2013) Rules, 2001.**

**TERMS AND CONDITIONS:-**

**The typist shall :**

- i) During the tenure of licence carry on his work only on such seat, as is assigned to him/her and no where else:**
- i (a) He should prominently display the copy of licence while sitting in the premises of the Court.**
- ii) Carry out his/her work in a manner causing the least disturbance and maintain due cleanliness:**
- iii) Work in such a manner that persons are not allowed to gather around him/her, so as to cause general disturbance and obstruction:**
- iv) Present the licence for renewal/inspection as prescribed under these Rules, but renewal shall not be claimed as a matter of right:**
- v) Make his/her services available in the Court premises at the prescribed seat on every working day from 9.00 a.m., to 5.00 p.m.**
- vi) Type-out material with utmost decency and accuracy:**
- vii) Re-type at his/her own cost any material typed by him/her when required to do so by the person employing him/her with the approval of the District Judge/Subordinate Judge, as the case may be:**
- viii) Not remain absent without sufficient cause and the prior permission of the District Judge/Subordinate Judge, as the case may be :**
- ix) Not charge in excess of the rates fixed.**
- x) Undertake to vacate the seat allotted to him/her under the licence without let or hindrance within 24 hours, when called upon to do so.**
- xi) Abide by all the provisions of the Rules.**