

Standard Operating Procedure (S.O.P)

The “**Committee for Service Conditions of the District Judiciary (CSCDJs)**” has come up with the following **Standard Operating Procedure (S.O.P)** for proper and effective implementation of the **recommendations of the Second National Judicial Pay Commission (SNJPC)** in accordance with the Judgment dated 04.01.2024 passed by Hon’ble Apex Court in **Writ Petition(Civil) No. 643 of 2015** titled as All India Judges Association Vs. Union of India and others, for **ensuring timely redressal of grievances** related to claims and disbursement of allowances including Pay, Pension, Arrears and all allied matters of the **Judicial Officers, Pensioners and Family Pensioners of the State of UP.**

1. The Additional Chief Secretary, Department of Appointment & Personnel/Finance, State Government of UP, Lucknow, has been directed to issue the appropriate Government Orders/Office Memorandum regarding payment of allowances as approved by the Hon’ble Apex Court, without any delay for ensuring the timely disbursement of all allowances and its arrears by 29.02.2024.

2. The Principal Secretary Law & L.R., Govt. of U.P., Lucknow may also be directed to follow up the matter regarding issuance of appropriate Government Orders/ Office Memorandum in co-ordination with the Additional Chief Secretary, Department of Appointment & Personnel/Finance, Government of UP, Lucknow.

3. **Nodal Agency at the Level of District** i.e. concerned District Judgeship of U.P. for **District Courts, Family Courts, Commercial Courts, M.A.C.Ts & L.A.R.R.As to handle the grievances of retired/ serving Judicial Officers** posted from/in above mentioned courts & **also for retired Judicial Officers/Family Pensioners**, retired from D.L.S.As/S.L.S.A./on deputation (elsewhere).

Nodal Officer at the Level of District i.e. concerned District & Sessions Judge or Judicial Officer of H.J.S. Cadre (Preferably D.D.Os) be nominated by the District Judge, to handle the disbursement of Allowances, Arrears, Services, Retiral benefits, and any Grievances of the Judicial Officers, Pensioners and Family Pensioners **with the direction to ensure that the grievances be submitted in the first instance before the concerned District Judgeship from where they (Judicial Officers) had retired/ are serving instead of directly approaching the High Court for the same.**

Nodal Agency/Nodal Officer of the concerned District be directed to communicate the retired Judicial Officers of their Judgeship about submitting their grievances (if any) related to disbursement of Allowances, Arrears, Services, Retiral benefits, etc to the Nodal agency/Nodal officer at the level of the concerned Judgeship from where they have retired.

4. Nodal Agency at the Level of High Court i.e. High Court of Judicature at Allahabad **and Nodal Officer i.e. Shri Anoop Kumar Goel, Retd. District Judge** has been nominated to handle the forwarded grievances of the Judicial Officers/Pensioners/Family Pensioners which could not be provided redressal at the level of respective District Judgeship (Nodal Agency/ Nodal Officer).

5. Nodal Agency at the Level of State i.e. State Government (Nyay Anubhag) **for serving Judicial Officers** posted on deputation(elsewhere) including S.L.S.A., J.T.R.I., etc. and **Nodal Officer** i.e. Principal Secretary (Law) & L.R. or Judicial Officers of H.J.S Cadre be nominated by Principal Secretary (Law) & L.R. to handle the redressal of grievances of the Judicial officers/Pensioners/Family Pensioners **forwarded from High Court level Agency/Nodal Officer** with the direction to ensure that the grievances relating to disbursement of allowances, arrears and other services of Judicial Officers posted on deputation(elsewhere) including, S.L.S.A., J.T.R.I., etc. be submitted in the **first instance** before the **State Government (Nyay Anubhag)**.

6. Nodal Agency/Nodal Officer (at the Level of District) of the respective District Judgeship be directed to forward such grievances of the Judicial Officers/Pensioners/Family Pensioners **to the level of High Court**, for which High Court may deem to be the competent authority.

Similarly, Nodal Agency/Nodal Officer at the level of High Court also be directed to forward such grievances of the Judicial Officers/Pensioners/Family Pensioners **to the level of State**, for which State Government may deem to be the competent authority.

In addition to, **Nodal Agency/Nodal Officer at the level of State** also be directed to forward such grievances of the Judicial Officers/Pensioners/Family Pensioners **to the level of High Court**, for which High Court may deem to be the Original competent authority.

7. All the Judicial Officers, Pensioners and Family Pensioners of the State of U.P. in case of any grievances related to claims and disbursal of allowances including Pay, Pension, Arrears and all allied matters, **are directed** to submit their grievances **firstly before the concerned District Judgeship (Nodal Agency/Nodal Officer)** in which they are serving or from where they have retired, for timely redressal of their grievances.

If their grievances could not be redressed by the concerned Nodal Agency/Nodal Officer **at the concerned District level, in such a scenario**, the grievances are needed to be forwarded **to the High Court level** citing appropriate reasons by the Nodal Agencies/Nodal Officers of the concerned District.

8. Nodal Officers at the level of Districts Judgeship be also instructed to maintain a database of Judicial Officers (retired Judges and Family Pensioners) in the District Judiciary. This database should be updated periodically, at least on quarterly basis, and the same updates be sent to the Hon'ble Court.

9. The Contact details, such as mobile numbers and email addresses of **Nodal Agencies** and **Nodal Officers** at the level of High Court, District Judgeship and State are furnished and compiled as **Annexure-II** for easy accessibility regarding the grievances relating to disbursement of Allowances, Arrears and other Services to the Judicial officers, Pensioners and Family Pensioners.

10. Nodal Agencies/Nodal Officers at the **level of Districts Judgeship & State Government** be also further instructed to upload the **contact details such as Mobile Number & Email Address** of concerned Nodal Agency/Nodal Officer on the concerned District Court's website and State Government website.

11. The Judge's Association and the Retired Judges' Association be also asked to submit their representations regarding disbursement of Allowances, Arrears, Services, Retiral benefits, and grievances of Judicial officers, Pensioners and Family Pensioners to Nodal officer **at the level of Hon'ble High Court promptly.**

The **Secretary General of the U.P. Judicial Services Association and the Retired Judges' Association of the Judicial Officers** also be directed **to circulate** the instructions to all the Judicial Officers, Pensioners and Family Pensioners to submit their grievances related to disbursement of Allowances, Arrears, Services, Retiral benefits, etc to the **Nodal agency/Nodal officer** at appropriate level as the case may be.

12. The Office of Nodal Officer at the level of High Court will handle the grievances raised by the Judicial Officer/ Pensioner/ Family Pensioner. This Office shall prepare and maintain a database of Retired Judicial Officers (Judges and Family Pensioners) of the District Judiciary ensuring periodical updation, at least on quarterly basis.

13. The grievances of Judicial Officers/Pensioners/Family Pensioners, if any, which could not be provided redressal at the level of District & forwarded through the representation of the Judges' Association/ the Retired Judges' Association, shall be brought to the notice of **Hon'ble the CSCDJ** through the **Nodal Officer** at the level of High Court.

14. The **Office of Nodal Officer** at the level of High Court can act as a body for recording and archiving information and suggestions, maintaining a record of difficulties faced in implementation pertaining to timely redressal of grievances related to claims and disbursal of allowances including Pay, Pension, Allowances, Arrears and all allied matters of the Judicial Officers, Pensioners and Family Pensioners of the State of UP & generating an institutional memory which will facilitate a consultative framework for subsequent pay commission constituted for Judicial Officers.

Details of Nodal Agencies & Nodal Officers
at the level of
High Court, District Judgeship & State Government

(For redressal of any grievances like claims and disbursal of allowances including Pay, Pension, Allowances, Arrears and all allied Matters raised by Judicial Officers, Pensioners and Family Pensioners of the State of Uttar Pradesh as recommended by S.N.J.P.C. in compliance of Hon'ble Apex Court)

At the Level of State Government		
Name/ Designation	Contact Detail	E-mail ID
Sri Gajendra Special Secretary & Addl. L.R. (Nyaya Vibhag), Government of UP	8840769648	<u>pslawupgov@gmail.com</u>

At the Level of High Court		
Name/ Designation	Contact Detail	E-mail ID
Sri Anoop Kumar Goel Retd. District Judge	8004928543	<u>nodalcsdj@gmail.com</u>

At the Level of Districts Judgeship				
SI No	District	Name/ Designation	Contact Details	E-mail ID
1.	Agra	Shri Amarjeet D.D.O/ Additional District & Session Judge, Court no. 26	9412750731	<u>khokheramar@gmail.com</u>
2.	Aligarh	Shri Surendra Mohan Sahai Special Judge(POCSO)	9412757860	<u>dcali@allahabadhighcourt.in</u>
3.	Ambedkar Nagar	Shri Ashish Varma Spl. Judge (POCSO) act/ D.D.O	9415687388	<u>judgeashish24@gmail.com</u>
4.	Amethi	Shri Krishna Pal Singh District Judge/ O.S.D	8004927855	<u>dccsm@allahabadhighcourt.in</u>
5.	Amroha	Shri Surya Prakash Singh, Additional District & Sessions Judge	6395528959	<u>suryaprakashsingh968@gmail.com</u>

6.	Auraiya	Shri Sunil Kumar Singh-III ADJ/FTC-II/DDO	9412771060	sunilsingh.c.j@gmail.com
7.	Azamgarh	Shri Satish Chandra Dwivedi DDO/ ADJ, Court No.01	9415103858	satishchandradwivedi100@gmail.com
8.	Baghpat	Smt. Shazia Nazar Zaidi, ADJ (Spl.) SC/ST Act	9412783603	snazarzaidi@gmail.com
9.	Bahraich	Shri Anand Shukla Drawing Disbursing Officer/ Special Judge(SC/ST Act)	8299052539	anandhabeas@gmail.com
10.	Ballia	Shri Harish Chandra Addl District & Session Judge, Fast Track Court No. 01/D.D.O	912480993	harishchandra2037@gmail.com
11.	Balrampur	Shri Vinod Kumar-V, Additional District & Session Judge/ Spl. Judge (SC.ST Act)	8707272420	vinodk3777@gmail.com
12.	Banda	Shri Gunandra Prakash D.D.O/ADJ-V	9695949389	gunendraprakash@gmail.com
13.	Barabanki	Shri Rajesh Pati Tripathi Special Judge SC/ST Act/ DDO	9415160767	rajeshpatijudge@gmail.com
14.	Bareilly	Shri Ajay Kumar Shahi D.D.O / Spl. Judge (E.C. Act)/ ADJ-4	9412294469	ajaykumarshahi4@gmail.com
15.	Basti	Vinod Kumar-VII D.D.O, Vith A.D.J., Court NO. 6	9415242964	apovky@gmail.com
16.	Bhadohi at Gyanpur	Madhu Dogra Additional Session Judge/ POCSO-I	9695374838	madhudogra2014@gmail.com
17.	Bijnor	Shri Avdhesh Kumar Spl. Judge SC.ST Act/ D.D.O	9454615266	230avdheshkumar@gmail.com
18.	Budaun	Dr. Mohd. Iliyas D.D.O/A.D & S.J. Court No-8	8394010586	miliyas95@gmail.com
19.	Bulandshahr	Shri Tarun Kumar Singh Additional District & Session Judge (POCSO) Act./DDO	9389081785	ts9819606@gmail.com

20.	Chandauli	Shri Rajendra Prasad Special Judge (POCSO Act)/ DDO	7408395620	prasadrajendra89711@gmail.com
21.	Chitrakoot	Shri Vineet Narayan Pandey Special Judge POCSO Act/ Additional District & Sessions Judge	9455669749	dcchi@allahabadhighcourt.in
22.	Deoria	Shri Rakesh Patel ADJ/ Spl. Judge (POCSO Act).	9559847368	rkshpatel6@gmail.com
23.	Etah	Sushri Priti Srivastava-III, DDO/ ADJ, Spl Judge(SC/ST P.A. Act)	8178778104	pritikushagra@gmail.com
24.	Etawah	Shri Janardan Prasad Yadav Spl. Judge (EC Act)/DDO	9452254680	jpyadav2367@gmail.com
25.	Faizabad /Ayodhya	Shri Brijesh Kumar Singh Addl. District & Sessions Judge court No. 12/N.D.P.S Act	9415110380	bksingh@aij.gov.in
26.	Farrukhabad	Shri Mahendra Singh - VI Addl. District Judge	6307933720	mahendrasyadavjudge@gmail.com
27.	Fatehpur	Shri Mohd Ahmad Khan ADJ (POCSO)/ DDO	9450945153	dcfat@allahabadhighcourt.in
28.	Firozabad	Shri Awadhesh Kumar Additional District and Session Judge /DDO	9412750938	myselfawadh14@gmail.com
29.	Gautam Budh Nagar	Shri Vikas Nagar DDO/ADJ/ POCSO-I	8218996611	vs_nagar@yahoo.com
30.	Ghaziabad	Shri Rohit Agrawal AD.J.-09/ D.D.O	7300698099	dcgzd@allahabadhighcourt.in
31.	Ghazipur	Shri Aravind Mishra Additional District & Sessions Judge, Court No.3/DDO	9415036005	aravindmisra@gmail.com
32.	Gonda	Shri Mohammad Neyaz Ahmad Ansari, Special Judge, POCSO Act/ DDO	9956170003	judgeneyaz1980@gmail.com
33.	Gorakhpur	Shri Santosh Kumar Gautam Addl District & Session Judge/ D.D.O,	9835552570	santoshkumargautam.adv@gmail.com

34.	Hamirpur	Shri Vineet Kumar Vaswani Additional District & Session Judge/ Spl. J. (SC/ST, Act)	8218514552	vineet.vaswani@gmail.com
35.	Hapur	Smt. Shweta Dixit, DDO/Spl. Judge (POCSO) Act	7991914518	judgeshweta@gmail.com
36.	Hardoi	Priti Shrivastava ADJ-1/ D.D.O	9453022649	dchar@allahabadhighcourt.in
37.	Hathras	Smt. Chitra Sharma DDO/ Special Judge (POCSO ACT)	7088172222	tsharma550@gmail.com
38.	Jalaun at Orai	Shri Dr. Avanish Kumar-II DDO/ ADJ/Special Judge(E.C. Act)	9415290163	avanish_26@rediffmail.com
39.	Jaunpur	Shri Sharad Kumar Tripathi Addl District & Session Judge/ D.D.O,	9839700296	saradtripathiadv@gmail.com
40.	Jhansi	Shri Dheerendra Kumar – III, ADJ/ Special Judge(D.A.A)	8979026050	dhirenderkamboj@gmail.com
41.	Kannauj	Shri Indra Jeet Singh-II Addl. District & Session Judge/ FTC Court No.-1	9149207072	ijsindra@gmail.com
42.	Kanpur Nagar	Shri Azad Singh DDO/ADJ.	9140610359	azadsingh6399@gmail.com
43.	Kasganj	Km. Shikha Pradhan 6 th Addl. District & Session Judge	9411087115	shikhapradhan2016@gmail.com
44.	Kaushambi	Shri Sanjay Mishra, DDO/ Special Judge SC/ST	8299557238	sanjaymishrajmalld@gmail.com
45.	Kushinagar at Padrauna	Shri Sunil Kumar Yadav Additional District & Session Judge/ Spl. Judge (SC.ST Act)	9454764041	sunil15.sky@gmail.com
46.	Lakhimpur Kheri	Shri Ramendra Kumar Addl. District & Sessions Judge Court No.1	6306091213	ramendrakumar5996.judge@gmail.com
47.	Lalitpur	Mohd. Babar Khan Spl. Judge (SC.ST Act)	9455081757	mbabar.adv@gmail.com

48.	Lucknow	Shri Narendra Kumar-III Additional District and Sessions Judge, Court No.-1	8318712197	narendrakumar141166@gmail.com
49.	Maharajganj	Shri Kamleshwar Pandey, H.J.S Addl District & Session Judge/ D.D.O,	800402691 4 6200064641	kamleshwarpandey1983@gmail.com
50.	Mahoba	Shri Lakhwinder Singh Sood Addl District & Session Judge Spl. Judge (SC/ST Act)	9501512655	lakhwindersinghsood@gmail.com
51.	Mainpuri	Shri Jeetendra Mishra, Additional Sessions Judge/Special Judge(Exclusive POCSO Act)	9450500059	jeetendramishra1@yahoo.com
52.	Mathura	Shri Abhishek Pandey Additional District & Sessions Judge	9412777401	abhishekpandey02@gmail.com
53.	Mau	Shri Raj Veer Singh, DDO/ Additional District & Session Judge/ Spl. Judge POCSO, Court No.1	9026144612	judgerajvirsinghraj9026@gmail.com
54.	Meerut	Smt. Aparna Pandey Addl. District Judge Court No.11	9412783802	aparnapand@gmail.com
5.	Mirzapur	Shri Chandra Shekhar Mishra Additional District Judge, Court No.3	9473842051	adj.csmisra@gmail.com
56.	Moradabad	Shri Gyanendra Singh Yadav Addl. District & Sessions Judge court No. 05/DDO	9897782000	gyanendersyadav@yahoo.co.in
57.	Muzaffarnagar	Shri Anjani Kumar Singh Addl District & Session Judge/Spl Judge POCSO Act, Court No.2	9412210319	anjani360@rediffmail.com anjaniksingh@aij.gov.in
58.	Pilibhit	Shri Rakesh Vashisht ADJ No. 03	9412297215	julgerv77@gmail.com
59.	Pratapgarh	Shri Harvindra Singh DDO/ Special Judge	8273498934	harvindrasingh1037@gmail.com

		(SC/ST Act)		
60.	Prayagraj	Shri Alok Dubey DDO/ Additional District & Sessions Judge	8765815986	alokdubey1977@gmail.com
61.	Rae Bareli	Shri Satish Kumar Tripathi DDO/ I- Addl. District Judge, Rae Bareli	9415346111	satishtripathi261969@gmail.com
62.	Ramabai Nagar/ Kanpur Dehat	Amit Malaviya Additional District & Sessions Judge/ Spl. Judge (DAA)/ DDO	8004809999	amitmalviyajudge@gmail.com
63.	Rampur	Shri Prabhu Narayan Pandey, DDO/ Special Judge (SC/ST Act)	9415370451	pnpandey010@gmail.com
64.	Saharanpur	Shri Pinku Kumar Addl. District & Session Judge, CR No. 04	9336064566	pinkukumarrajput@gmail.com
65.	Sambhal at Chandausi	Mr. Nirbhay Narain Rai, Addl. District & Sessions Judge	6386742427	judgenrai@gmail.com
66.	Sant Kabir Nagar	Jitendra Singh -II Special Judge SC/ST Act	9760164811	jitendrasit1979@gmail.com
67.	Shahjahanpur	Ahasan Husain Addl. District & Session Judge	9450913492	ahusain.mailme@gmail.com
68.	Shamli	Mrs. Reshma Choudhary Addl. District Judge/D.D.O. Shamli	9412711864	reshmapraweenjudge@gmail.com
69.	Shravasti	Shri Umesh Kumar-II Special Judge (S.C./S.T, Act)/ Nodal Officer	7376024157	umeshpcsj@gmail.com
70.	Siddharth Nagar	Shri Himanshu Dayal Srivastava, Additional District & Sessions Judge/ DDO	9450934336	himanshudayal111@gmail.com

71.	Sitapur	Ram Bilas Singh, DDO/ Special Judge SC/ST Act	9415846340	rambilasingh247@gmail.com
72.	Sonbhadra	Ahsanuallah Khan Addl. District & Sessions Judge Court No.1	9415249480	ahsanullahkhan@gmail.com
73.	Sultanpur	Abhai Srivastava Additional District and Sessions Judge, Court No.1	9415302945	abhaisri28@gmail.com
74.	Unnao	Shri Anil Kumar Seth Addl. District Judge	9455078492	www.anilseth123@gmail.com
75.	Varanasi	Shri Anil Kumar-V D.D.O/Additional District and Sessions Judge,	9450969006 7234855581	judgearunkumar5@gmail.com