

HIGH COURT OF JUDICATURE AT ALLAHABAD
ESTABLISHMENT SECTION
OFFICE ORDER

No. 6267 /Establishment: Allahabad: Dated: November 09, 2023

The learned Registrar General vide his goodself's order dated 09.11.2023 has been pleased to pass the following directions :

“Earlier vide order dated 18.12.2020 of the then Registrar General, all the Registrars/ Sectional Heads were directed to ensure monitoring & expeditious dealing of E-mails & / or Fax etc. at a regular interval of ½ an hour.

However, it has been observed that the direction issued vide above order, is not being complied with, in a time bound manner. And, on account of such laxity, matters of urgent nature, even judicial orders of Hon'ble Apex Court, have gone unnoticed by Sections concerned, resulting in non-compliance, within the time stipulated, hence, raising a question mark over the working of this Hon'ble Court.

In view of the above, all the Registrars/ Sectional Heads are hereby directed to positively ensure, that :

- A) *Each & every E-mail & / or Fax etc. be monitored and dealt with, expeditiously, within ½ an hour of receipt of the same.*
- B) *A conversant officer/ official be specifically deputed for regular monitoring and dealing with E-mails & / or Fax etc., for every official E-mail ID of the Court and the details of Officers/ officials so deputed, along with their mobile numbers, be communicated in the Secretariat of undersigned.*

For strict compliance forthwith, failure to comply shall be viewed sternly.”

All the Registrars/ Sectional Heads are hereby asked to ensure compliance of the aforementioned order in letter and spirit.

-sd/-
REGISTRAR (J) (S&A)/ E

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Copy forwarded for information and necessary action to :

1. The Chief Private Secretary to Hon'ble the Chief Justice.
2. The Senior Registrar, High Court of Judicature at Allahabad, Lucknow Bench, Lucknow with the request to direct the concerned to circulate the above office order amongst all the officers/officials working at Lucknow Bench directing them to ensure strict compliance of the same.
3. All the Registrar, High Court, Allahabad with the request to direct the concerned to circulate the above office order among the officers/officials working under their supervision.
4. The Principal Private Secretary (Administration), High Court, Allahabad with the request to direct the concerned to circulate the above office order amongst all the Additional Private Secretaries/ Private Secretaries working under their supervision.

5. The Registrar-cum-Principal Bench Secretary, High Court, Allahabad with the request to direct the concerned to circulate the above office order amongst all the Bench Secretaries working under their supervision.
6. The J.R./D.R./A.R.-cum-P.S. to the Registrar General, High Court, Allahabad.
7. The Joint Registrar (J) (Computer), High Court, Allahabad – with the request to direct the concerned officer/official to upload the above office order on the official website of High Court, Allahabad.
8. The Nodal Officer/ Co-Nodal Officer, Allahabad High Court Establishment Portal.
9. The C.D.O. - cum – Chief Librarian, High Court, Allahabad.
10. Notice Board for display.

-sd/-

REGISTRAR (J) (S&A)/ E