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THE HIGH COURT OF KERALA

Kochi : 682 031
Date : 14.9.2017

PROCEEDINGS

High Court Establishment – Allocation of work and delegation of powers to the post of Registrar (Finance), High Court - orders issued.

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- Read:-
- 1) GO(Ms).No.143/17/Home dated 03.07.2017.
 - 2) Minutes of the meeting of the Full Court held on 3.8.2017
 - 3) High Court Proceedings No. A1 – 111314/2016/A5 dated 11.9.2017.

ORDER NO.A1 – 111314/2016/A5(2)

The Honourable the Chief Justice is pleased to delegate following powers to the Registrar (Finance), High Court with immediate effect:-


1. Preparation of budget estimates relating to the High Court and Subordinate Judiciary and its finalisation with the approval of the Honourable Judges Committees.
2. Preparation of supplementary demands for grants, resumption and re-appropriation of funds and allied matters relating to the High Court and Subordinate Judiciary.
3. Allotment and distribution of Government grants to the High Court and Subordinate Judiciary.
4. Reconciliation of departmental accounts relating to the High Court and Subordinate Judiciary.
5. Audit of the accounts of the High Court and Subordinate Judiciary including Inspection Reports and Internal Audit.
6. Overall supervision of financial transactions / accounts relating to the High Court and Subordinate Judiciary.
7. Conduct of inspection of cash and accounts and stores of the offices in the High Court.
8. Monitoring steps for maintaining financial discipline and economy measures in High Court and Subordinate Courts.
9. Matters relating to the Pay Revision of the Officers and staff of the High Court.
10. Formulation of Plan and Non-plan Schemes for the infrastructural development of the High Court and Subordinate Judiciary and monitoring of the implementation of these Schemes.
11. Matters relating to the Finance Commission Awards.
12. Sanction of all purchases / works relating to the Kerala Judicial Academy within the prescribed monetary limit and power to sanction / deal with the files originated from the Kerala Judicial Academy relating to financial matters, within the prescribed monetary limit.
13. Issue of instructions to the Sub Controlling Officers and Drawing and Disbursing Officers of Subordinate Judiciary regarding maintenance of accounts and observance of rules.

p.t.o.

14. Correspond with Drawing and Disbursing Officers of Subordinate Judiciary on budget, accounts and other financial matters.
15. Sanctioning of Civil Courts Deposit Account and Criminal Courts Deposit Account.
16. Binding of Law Books in Subordinate Courts.
17. Disposal of unserviceable items of furniture etc. in Subordinate Courts.
18. Repair/ condemnation and dieselisation of cars of Subordinate Courts.
19. All purchases and works relating to the Subordinate Judiciary within the prescribed monetary limit.
20. Recommending all purchases / works relating to the Subordinate Judiciary exceeding the prescribed monetary limit to the Honourable Judges concerned.
21. Grant of no objection certificate to the High Court staff and officers for applying for academic courses.
22. Forfeiture of casual leave against late attendance relating to High Court staff.

In addition to the above, the following matters are also directed to be routed through Registrar (Finance):-

1. Matters relating to bilateral discussions between High Court and Government involving financial commitment.
2. Matters relating to Central Government assistance for infrastructure development of Judiciary.
3. Matters relating to amendments to the Kerala High Court Service Rules, 2007.
4. Other matters from 'A' Section specifically entrusted by the Registrar General from time to time.

(By Order)

 Ashok Menon
 Registrar General
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To

The Officer concerned.
 The Accountant General (A & E), Kerala, Thiruvananthapuram.
 The Director of the Kerala Judicial Academy, Athani.
 The Additional Director of the Kerala Judicial Academy, Athani.
 The Registrar (Judicial), High Court.
 The Registrar(Finance), High Court.
 The Additional Registrar (General Administration), High Court.
 The Joint Registrars, High Court.

(p.t.o.)

The Deputy Registrars, High Court.
The Deputy Director, Kerala Judicial Academy, Athani.
The Private Secretary to the Chief Justice, High Court.
The Protocol Officer, High Court.
The Public Relations Officer, High Court.
The Finance Officer, High Court.
The Assistant Director, Kerala Judicial Academy, Athani.
The Assistant Registrars and the Chief Librarian, High Court.
The Court Officer to the Chief Justice, High Court.
The Additional Public Relations Officer, High Court.
The Librarian, Kerala Judicial Academy, Athani.
The PA to the Chief Justice, High Court
The Private Secretaries to the Judges, High Court.
The Assistant Engineer, High Court.
The Superintendent (Vehicles), High Court.
The Confidential Assistants to the Registrars, High Court.
All Sections, High Court.
The Notice Board, High Court (3 copies).
The Admn. Records Section, High Court (2 copies).
The File / Stock File.

Copy submitted to:- The Honourable Judges.

