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THE HIGH COURT OF KERALA

A1 - 72594 / 2017

Kochi : 682 031
Date : 23.08.2017

OFFICIAL MEMORANDUM

25 AUG 2017

Sub:- Verification of Ration Cards – compliance of Government guidelines – reg.

Ref:- Govt Circular No.F&CSD-B3/258/2017- F&CSD dated 05.08.2017.

As per the Circular cited the Government have given instructions for inspection of ration cards, noticing that many ineligible persons have been included in the Priority List. Taking into consideration of the circular cited, the following instructions are issued for strict compliance.

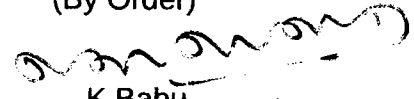
1. The Assistant Registrars / Controlling Officers concerned are directed to verify the original Ration Cards of all employees under their control on or before **31.08.2017** and furnish a report of verification containing details such as name of employees, Ration Card No., details of employees who have been included in the Priority List etc. in the appended proforma, to the **Drawing and Disbursing Officer**, High Court, on or before **09.09.2017**. The Assistant Registrar in charge of 'K' Section shall prepare the report in respect of all employees under his control with the assistance of the Section Officer in charge of 'K' Section and Civil Sergeant and furnish the same to the Drawing and Disbursing Officer within the said date. If any member of the staff have been found to be included in the Priority List that shall be brought to the notice of the Drawing and Disbursing Officer.
2. The D.D.O shall take necessary steps for verifying the aforesaid details in respect of officers in the rank of Assistant Registrar and above, on or before **31.08.2017**. Officers in the rank of Assistant Registrars to Joint Registrars shall produce the original ration cards before DDO for verification on or before **31.08.2017**.

p.t.o

3. All Officers and members of staff shall produce the original ration cards bearing their names for inspection of the Assistant Registrar / Controlling Officer concerned on or before **31.08.2017**, for verification. Those who have not been issued ration cards or whose name have not been included in the ration cards issued to family or whose name have been included in the priority list should bring the matter to the notice of the Assistant Registrar / Controlling Officer and submit an affidavit in the proforma available with the Assistant Registrar / Controlling Officer regarding the same.
4. The Drawing and Disbursing Officer shall furnish a report about the details of all employees who are included in the priority list either by concealing the employment details or by mistake to the 'A' Section on or before **16.09.2017**. He shall also furnish the affidavits received from employees who have not been issued ration cards or whose name have not been included in the ration cards issued to family or whose name have been included in the priority list along with the aforesaid report.
5. Strict action will be taken against all employees who do not produce the ration cards for inspection or fail to furnish the details sought for or submit the affidavit in time, without sufficient and genuine reasons.

Encl : As above

(By Order)



K. Babu

Registrar (Subordinate Judiciary)
(for Registrar General in charge)

To

The Director, Kerala Judicial Academy, Athani.
The Additional Director, Kerala Judicial Academy, Athani.
The Additional Registrar (General Administration), High Court
Sri. T.J. Martin, Joint Registrar, High Court.
The Joint Registrars, High Court
The Deputy Registrars, High Court
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 PA to the Chief Justice, High Court
The Private Secretaries to the Judges, High Court.

All Officers and Sections, High Court. - (The Section Head concerned shall bring the contents of this OM to the notice of all working under him/her).

The Librarian, Kerala Judicial Academy.

The Additional Public Relations Officer, High Court.

The Security Officer, High Court.

The Assistant Engineer, High Court.

The Superintendent (Vehicles), High Court.

The Confidential Assistants to the Registrars, High Court.

The Civil Sergeants, High Court.

The Admn. Records Section, High Court.

The File/Stock File.

DETAILS OF RATION CARD VERIFICATION IN RESPECT OF THE EMPLOYEES OF THE HIGH COURT OF KERALA

(Vide Govt/Circular No F&CSD-B3/258/2017 dated 05.08.2017)

Section / Category:

Name of the Controlling Officer:							
Sl. No.	Name of the employee	Designation	Ration Card No.	Category of Ration Card (General/ Priority)	Name of the Taluk Supply Office concerned	Signature of the employee	Remarks

Declaration: I hereby declare that I have personally verified the original ration cards produced by the above-mentioned employees and that the details furnished above are true to the best of my knowledge and belief.

Place: Ernakulam

Date :

Name of the Controlling Officer

Before the Registrar General, High Court of Kerala at Ernakulam

AFFIDAVIT

I,, S/o / D/o / W/o do hereby solemnly affirm and state as follows.

*a) I hereby declare that Ration Card numbered..... within the limits of Taluk Supply Office/City Ration Office, which bears my name has been included in Priority List and I assure that it would be changed to General List at the earliest. (A copy of ration card has been enclosed)

*b) I hereby declare that my name has not been presently included in any ration card issued within the State of Kerala and that I would inform my superior officials accordingly, as and when my name is included in a ration card.

The fact stated above is true to the best of my knowledge and belief.

Dated, this theof August, 2017

(Deponent)

Solemnly affirmed and signed before me by the deponent, this theof August, 2017.

(Name and Designation of the Officer
who countersigned the Affidavit)

*Strike off which are not applicable