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EXTRAORDINARY

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PUBLISHED UNDER THE AUTHORITY OF THE HIGH COURT  
OF ORISSA, CUTTACK.

NOTIFICATION

NO. 518/R, DATE 29-04-2021

In exercise of the power conferred under sub-rule-1 of Rule-10 of The High Court of Orissa (Appointment of Staff and Conditions of Service) Rules, 2019 read with the conditions specified in Letter No-13437/HS, Dt. 30<sup>th</sup> March, 2021 of Home Department, Government of Odisha, the Chief Justice of the High Court of Orissa hereby formulate the Scheme to regulate the mode of engagement, manner of payment of monthly consolidated remuneration, leave and other conditions of engagement etc, in respect of the persons engaged by the Chief Justice and sitting Judges of the High Court on coterminous to their tenure, as follows:-

**SCHEME FORMULATED UNDER RULE-10(1) OF THE HIGH COURT OF ORISSA (APPOINTMENT OF STAFF AND CONDITIONS OF SERVICE) RULES, 2019**

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1. The main object of formulating this Scheme is to regulate the mode of engagement, manner of the payment of monthly consolidated remuneration, leave and other conditions of engagement etc, in respect

of two persons engaged or to be engaged by the Chief Justice and each Sitting Judges of the High Court, coterminous with their tenure.

2. The definitions of terms and expression in The High Court of Orissa (Appointment of Staff and Conditions of Service) Rules, 2019 shall be applicable to this Scheme.
3. The Chief Justice and each of the Sitting Judges of the Court shall have the discretion and privilege to engage two persons of his/her own choice for his/her household work coterminous with their tenure as Chief Justice and Judge of the Court on a monthly consolidated remuneration as fixed by the Government and as may be revised from time to time.
4. The Principal Secretary to the Chief Justice or the Secretary attached to each Judge shall on the written instructions of the Chief Justice or the concerned Judge submit a requisition to the Registrar (Judicial) of the Court enclosing the duly filled in applications (as in Annexure-I appended to the Scheme) and documents in support of educational qualification, age, address and identity proof, two passport size photos, bank account details of two persons to be engaged in the residence of the Chief Justice or such Judge coterminous with his/her tenure.
5. On receipt of such requisition, the persons selected by the Chief Justice or each of the Judges may be engaged at the residence of the Chief Justice or Judge concern to do the household work coterminous with their tenure, with the approval of the Chief Justice.
6. On each case of engagement an office order shall be issued mentioning the terms and conditions of such engagement in the following manner:
  - (i) the engagement shall be at the discretion/privilege of the Chief Justice or the Judge concerned.
  - (ii) the engagement shall be terminated at anytime without any notice as per the instruction of the Chief Justice or the Judge concerned.

- (iii) the engagement shall be coterminous with the tenure of the Chief Justice or the said Judge. On the date, the concerned Chief Justice or Judge of the Court seizing to act as such, such engagement shall automatically come to an end and shall be deemed as terminated.
  - (iv) on engagement, such persons shall not have any right for regularization of their services.
  - (v) on engagement, such persons are entitled to a monthly consolidated remuneration as fixed by the Government, as may be revised from time to time.
7. On termination of engagement of any such person during the tenure of the concerned Chief Justice or Judge, fresh engagement of any other person may be made in the same manner and on the same terms and conditions as indicated hereinbefore.
8. On such engagement, each person is entitled to maximum 12 days of leave in a calendar year without any carry forward to the next year, which may be availed with the consent of the Chief Justice or the Judge to whom he/she is attached. The Principal Secretary to Chief Justice or the Secretary attached to the Judge as the case may be shall maintain the leave account of those persons. For any unauthorized absence in duty or absence in duty beyond the maximum period of leave reported, there shall be proportionate reduction in monthly remuneration.
9. The monthly consolidated remuneration of the said persons shall be drawn by the office in the first week of the succeeding month only after receipt of the monthly absentee statement / duty certificate from the Principal Secretary or Secretary as the case may be.
10. Persons engaged under the scheme may resign from such engagement by an application in writing (with signature) addressed to the Registrar

(Judicial) through the Principal Secretary to the Chief Justice or the Secretary of the Judge concerned as the case may be.

The Scheme shall come into force from the date of its notification.

**By Order of the Hon'ble Chief Justice**

**S. K. Mishra**  
**Registrar (Judicial)**

**ANNEXURE - I**  
**(Application Form)**

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Affix your  
recent  
passport size  
photograph  
here

1. Full Name:-  
(In Capital Letters)
2. Date of Birth:-  
(Certificate to be attached in proof of date of birth)
4. Age :-  
(As on the date of application)
5. Sex (Male or Female) :-
6. Father's Name :-
7. Father's Occupation / Profession :-
8. Nationality :-
9. Religion :-
10. Married / Unmarried :-
11. Whether belongs to SC / ST / OBC / General :-
12. Present Address :-
13. Permanent Address:-
14. Educational Qualification :-  
( Certificates to be attached in proof thereof )
15. Experience, if any:-

## DECLARATION

- (i) I, Sri / Smt. / Miss.....do hereby declare and solemnly affirm that, I am a citizen of India and that, I desire to do the household work in the residence of the Hon'ble Chief Justice/Judge and that, I shall take up whatever work is entrusted to me, without any hesitation or ill-will, incase of my engagement on coterminous basis with the tenure of the Judge concerned and shall have no right to claim regularization of my service.
- (ii) I further declare that, the particulars given by me in this application regarding my educational qualification and other details are true and correct to the best of my knowledge and belief, and nothing has been suppressed.

Place :-

Date :-

Signature of the Applicant