

# HIGH COURT OF JUDICATURE AT ALLAHABAD

## Administrative (E-I) Section

### Notice

Hon'ble the Chief Justice has been pleased to grant "Saturdays Leave (SL)" to all the Officers/Officials of the Registry of the Allahabad High Court with following guidelines vide order dated 08.01.2025;

1. Only Six (06) "Saturdays Leave (SL)" may be granted to all the officers/officials of the registry from the Calendar year 2025 and onwards.
2. "Saturdays Leave (SL)" may be granted to all the officers/officials of the Registry, only on Non-Court working Saturdays other than Second Saturdays.
3. "Saturdays Leave (SL)" may be granted and maintained in the same manner as the Casual leave.
4. The Competent Authority for granting the "Saturdays Leave (SL)" may be same as in the case of the Casual leave.
5. Before granting the "Saturdays Leave (SL)" to all the officers/officials working under their supervision, the Supervisory Authority/ Competent Authority must ensure that the work of Hon'ble Court shall not be affected/hampered.
6. "Saturdays Leave (SL)" may not be granted during recess i.e. in the month of June.
7. "Saturdays Leave (SL)" may not be combined with the Winter Holidays and Recess.
8. No regular leave mentioned in the Financial Handbook, Volume-II (Part 2 to 4) may be combined with the "Saturdays Leave (SL)".
9. "Saturdays Leave (SL)" may be combined only with the Casual Leave.
10. Only One (01) "Saturdays Leave (SL)" may be granted in a month to an officer/official.

By order of the Court,

  
(Rajeev Bharti)

Registrar General

No. S14 /XC-3 /2025/Admin.(E-I): Allahabad; Dated: 09.01.2025

Copy forwarded for information and necessary action to :-

1. The Chief Private Secretary to Hon'ble the Chief Justice, High Court, Allahabad.
2. The P. S. to the Special Officer (Vigilance), High Court, Allahabad.
3. The P. S. to the Registrar General, High Court, Allahabad.
4. The Senior Registrar, High Court, Lucknow Bench, Lucknow with request to circulate amongst all the officers/officials of the Lucknow Bench of the Court.
5. The Principal Private Secretary (Administration), High Court, Allahabad with request to circulate amongst all the Private Secretaries.
6. The Registrar-cum-Principal Bench Secretary, High Court, Allahabad with request to circulate amongst all the Bench Secretaries.
7. All the Registrar (J)/Joint Registrar (J), High Court, Allahabad with request to circulate amongst the officers/officials working under their supervision.
8. All the Registrar/Joint Registrar, High Court, Allahabad with request to circulate amongst the officers/officials working under their supervision.
9. The Registrar (Mediation) and Joint Registrar (Map & Museum), High Court Allahabad with request to circulate amongst the officers/officials working under their supervision.
10. The Joint Registrar (J) (Computer)/System Manager, Computer Center, High Court, Allahabad with request to direct the concerned to upload the notice on official website of the Allahabad High Court.
11. The Nodal Officer/Co-Nodal Officer, Allahabad High Court Establishment Portal (AHCEP).
12. The C.D.O.-cum-Chief Librarian, High Court, Allahabad.
13. Display on Notice Board.

  
(Surender Kumar)

Registrar (J) (Services)