

CHAPTER 9
MISCELLANEOUS

PART A—RULES FOR THE DISPOSAL OF EXECUTIVE
AND ADMINISTRATIVE BUSINESS

1. [87][The Honourable the Chief Justice shall be in control of the administrative and executive work of the High Court and its distribution amongst the Honourable Judges. Administrative Business.
2. The matters to be placed before and decided at a meeting of the Hon'ble Judges shall *inter alia* include: Matters which shall be disposed of at a Juidges' meeting.
 - (i) All matters involving questions of principle and policy ;
 - (ii) All cases relating to amendments to be made to existing laws or to the statutory rules of the Court;
 - (iii) All matters concerning the High Court as such or all the Honourable Judges ;
 - (iv) All matters on which the opinion of all the Honourable Judges is invited by Government ;
 - (v) Disciplinary action against the members of the Punjab Civil Service and Haryana Civil Service (Judicial Branch) and the Superior Judicial Service of Punjab and Haryana;
 - (vi) The promotion of Subordinate Judicial Officers including members of the Superior Judicial Service of Punjab and Haryana;
 - (vii) Recommendation regarding grant of pension of subordinate Judges and members of the Superior Judicial Service of Punjab and Haryana ;
 - (viii) Annual confidential remarks on the work of District & Sessions judges ;

Posting and Transfer of the members of the Superior Judicial Officers of Punjab and Haryana including those to be sent on deputation.
- (ix) Any other matter which may be referred by the Honourable the Chief Justice or not less than three Hon'ble Judges to a meeting of Hon'ble Judges.
3. The Hon'ble Chief Justice or not less than three Hon'ble Judges may call for a meeting of Hon'ble Judges to consider any matter, which in their opinion, deserves to be placed before such meeting. Referring a matter to Judges' meetings.
4. The Hon'ble the Chief Justice may convene a meeting of Hon'ble Judges whenever he may deem it appropriate so to do, after giving due notice to the Hon'ble Judges of the matters to be taken up for consideration. Holding of Judges' meetings.

Any three or more Hon'ble Judges too may requisition a meeting of Hon'ble Judges to consider any matter which in their opinion, deserves such consideration. On such requisition being received, the Hon'ble Chief Justice, shall convene a meeting of the Hon'ble Judges to consider the matter raised, not later than within three working days of the receipt of the requisition failing which, the Hon'ble Judges requisitioning such a meeting shall be at liberty to convene a meeting of the Hon'ble Judges at a date of their choosing.

All meetings of the Hon'ble Judges shall be presided over by the Hon'ble Chief Justice and in his absence by the Hon'ble Acting Chief Justice or the Senior most Hon'ble Judge present at the meeting, as the case may be.

Quorum of Judges meetings.

5. Quorum for meeting of Hon'ble Judges shall be half the working Judges strength, for the time being.

Mode of decision in case of difference of opinion.

6. All matters at the meeting of Hon'ble Judges shall be decided in accordance with the opinion of the majority of the Hon'ble Judges present and voting and in the event of the Hon'ble Judges being equally divided, the Hon'ble Presiding Judge at the meeting shall have a second or casting vote.]

7.^[88] [(1) There shall be an Administrative Committee of Hon'ble Judges which shall consist of the Hon'ble Chief Justice and next six Senior Judges which deal with such matters as may be delegated to it by the Hon'ble Judges at a meeting.

(2) The matters delegated to the Administrative Committee shall *inter alia*, include:-

- (i) the postings and transfers of the members of Punjab and Haryana Civil Service (Judicial Branch) including those to be sent on deputation;
- (ii) The recording of confidential remarks on the work and conduct of members of Punjab and Haryana Civil Service (Judicial Branch) Officers:

Provided, that the annual confidential remarks, recorded by the Administrative Committee on the work and conduct of PCS/HCS (Judicial Branch) Officers shall be deemed to be final only after they have been placed and approved in Full Court meeting of Hon'ble Judges.

- (iii) The issuance of Character Certificate to Superior Judicial Officer for enrollment as Advocate.

- (iv) Retention in service of members of Superior Judicial Service of the States of Punjab and Haryana on attaining the specified age or after completion of specified length of service. However, if retention is not allowed, the matter shall be deemed to be final only after the same has been placed and approved in the Full Court meeting of Hon'ble Judges:

Provided that the Agenda of the Hon'ble Administrative Committee in this behalf be circulated amongst all the Hon'ble Judges. Any Hon'ble Judge who wishes to participate in the deliberations of the Committee in regard to any officer shall be free to do so.*

- (v) Consideration upon second representation by an Officer against annual confidential remarks to ascertain that there is a reasonable ground for placing the same before the Full Court.**

*Note.- * Delegated,- vide Resolution dated 18th August, 2008 of Full Court.*

***Delegated,- vide Resolution dated 12th September, 2008 of Full Court.]*

Record of proceedings of Judges' meetings.

8. The Registrar or in his absence the Deputy Register, shall attend all Judges' meetings, and shall, record the proceedings at such meetings.

Circulation of proceedings of Judges' meetings.

9. As soon as conveniently may be, after the proceedings of a meeting have been recorded and signed by the Registrar or Deputy Registrar, as the case may be, they shall be signed by the Honourable the Chief Justice and circulated to the Honourable Judges in order of juniority.

Custody of proceedings of Judges' meetings.

10. The original proceedings of the meeting shall be kept in the General Record Room in a separate file and shall not be removed from the Court building except by the Registrar with the sanction of the Honourable the Chief Justice.

Delegation of powers to Registrar or Deputy Registrar.

11. The Honourable the Chief Justice may empower any person holding the post of Registrar, Joint Registrar or Deputy Registrar of the High Court by name, to perform all or any of the duties of a Judge in charge of any branch of the executive and administrative business of the Court.

Administrative business during vacation.

12. During the vacation the administrative and executive work of the High Court may be carried out by the senior Vacation Judge present at the Court, who may in his discretion pass such orders as may be necessary; provided that any matter decided by a Vacation Judge under this Rule, which would otherwise fall for decision by all the Honourable Judges or by the Honourable the Chief Justice shall be referred to all the Honourable Judges or the Honourable the Chief Justice, as the case may be, for confirmation after the vacation.