

**HIGH COURT FOR THE STATE OF TELANGANA**

**CIRCULAR**

**ROC.No.386/2022/D-II(B)**

**DATED: 7.05.2024.**

SUB: Revised Guidelines – Allotment of quarters meant for District Judges/Senior Civil Judges/Junior Civil Judges located in Hyderabad, Secunderabad, L.B. Nagar and Malkajgiri – Regarding.

READ: High Court's Circular in Roc.No.386/2022-D-II(B), dated 26.05.2022.

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The High Court has formulated the following `Revised guidelines for allotment of quarters in supersession to the guidelines in the reference read above, meant for District Judges/Senior Civil Judges/Junior Civil Judges working in the courts located in Hyderabad, Secunderabad, L.B. Nagar and Malkajgiri Districts.

**ALLOTMENT OF RESIDENTIAL QUARTERS TO THE JUDICIAL OFFICERS WORKING IN HYDERABAD, SECUNDERABAD, L.B.NAGAR AND MALKAJGIRI REVISED GUIDELINES, 2024:**

1. These guidelines shall be called “Revised Guidelines for Allotment of Residential Quarters to the Judicial Officers working in Hyderabad, Secunderabad, L.B. Nagar and Malkajgiri”.
2. These revised guidelines shall come into force with immediate effect and in supersession to any other guidelines issued earlier.
3. **Classification of Quarters:**

The category of Officers mentioned in Column No.3 of the statement below shall be eligible for the type of Quarters indicated against the category.

<b>S.No. (1)</b>	<b>Location and Details of Quarters (2)</b>	<b>Category of Eligible Officers (3)</b>	<b>Type of Accommodation (4)</b>
1.	District Judges Residential Quarters, Road No.10, Banjara Hills, Hyderabad.	District Judges including Registrars of the High Court	Triple Bedroom Flat
2.	Senior Civil Judges Residential Quarters, West Marredpally, Secunderabad	Senior Civil Judges	Double Bedroom Flat

3.	Junior Civil Judges Residential Quarters, Konda Reddy Street, West Marredpally, Secunderabad	Junior Civil Judges	Double Bedroom Flat
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4. The Residential Quarters as shown in the Guideline No.3 shall be allotted to the District Judges/Senior Civil Judges/Junior Civil Judges working in the courts located in Hyderabad, Secunderabad, L.B. Nagar and Malkajgiri Districts. Such Judicial Officers desirous of having the Residential Quarters shall apply to the Chief Judge, City Civil Court, Hyderabad, who in turn will forward the same to the Registrar General or concerned Registrar for allotment.
5. The Residential Quarters shall be allotted to the Officers on first come first serve basis. However, if two or more applications are received in respect of a particular Residential Quarter, the seniority of the officers shall be the criterion in considering such requests.
6. Upon Transfer/Retirement/Discharge/Dismissal/Resignation/Termination of the services of Judicial Officer, he/she shall vacate the allotted Residential Quarter within the time as specified in the Schedule annexed to these Guidelines on payment of specified rent and other charges. No permission for overstay beyond the aforesaid period shall be permitted except on the grounds specified in these guidelines.
7. However, if any of the Judicial Officer, owing to medical exigencies or on children's educational grounds intends to overstay in the Residential Quarter beyond the period as permitted in the Schedule annexed to these guidelines, he/she shall make an application to the High Court through the concerned Unit Head while marking a copy to the Chief Judge, City Civil Court, Hyderabad duly disclosing/informing about not having his/her personal accommodation facility anywhere in twin cities/GHMC limits. Such application shall be processed by the Registry only after satisfying that the Officer is not having personal accommodation facility in twin cities. While processing such applications, the Registrar General or concerned Registrar shall get necessary particulars from the Registrar (Administration), who is the custodian of the property statements of the Judicial Officers in the State.
8. Designated and earmarked Quarters shall be allotted to the Officers as per their eligibility only. However, in any given special circumstances, vacant Quarters meant for a particular category may be allotted to the Officers of other categories, subject to approval of the Honorable the Chief Justice/Buildings Committee.

9. In respect of any subject not covered under these guidelines, the general instructions under “*The Allotment of Government Quarters Rules*” vide G.O.Ms.No.248, dated 17.05.1973 and G.O.Ms.No.321, dated 07.05.2007, issued by the Government as applicable to the Government Quarters under the control of General Administration Department, will be applicable to the extent they are not inconsistent with these guidelines.
10. **The said rent/rental charges shall be paid by the officer by remitting the same to the relevant Government Head of Account and the receipt of which shall be submitted to the Chief Judge, City Civil Court, Hyderabad and copy to the Registrar (Infrastructure), High Court for the state of Telangana\*.**
11. The Honourable the Chief Justice will have the power to relax any of the conditions of the above guidelines in deserving cases.

**SCHEDULE**

Sl. No. (1)	Events that can be considered to retain the quarter (2)	Permissible period for overstay (3)	Further extension (4)	Rent payable after permissible periods mentioned in Column Nos. 3 and 4. (5)
1.	Resignation, Discharge, Dismissal, Removal from service or Termination of service	One month	--	<p>For District Judge Residential Quarters, after permissible period of one month, the rent payable for the first two months is @ Rs.12,000/- p. m.and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered by these guidelines.</p> <p>For Senior Civil Judge Residential Quarters, after permissible period of one month, the rent payable for the first two months is @ Rs.9,000/- per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.</p> <p>For Junior Civil Judge Residential Quarters after permissible period of one month, the rent payable for the first two months is @ Rs.7,000/-per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.</p>

2.	Retirement	Three months	Further period of four months allowed, on proof, if pensionary benefits are not settled.	<p>For District Judge Residential Quarters, after permissible period of three months, the rent payable for the first two months is @ Rs.12,000/- per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered by these guidelines.</p> <p>For Senior Civil Judge Residential Quarter after permissible period of three months, the rent payable for the first two months is @ Rs.9,000/- per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.</p> <p>For Junior Civil Judge Residential Quarters after permissible period of three months the rent payable for the first two months is @ Rs.7,000/- per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.</p>
3.	Death	Four months	--	<p>For District Judge Residential Quarters after the permissible period of four months, the rent payable for the first two months is @ Rs.12,000/- per month and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered by these guidelines.</p> <p>For Senior Civil Judge Residential Quarters after the permissible period of four months, the rent payable for the first two months is @ Rs.9,000/- p. m. and from 3<sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.</p>

				For Junior Civil Judge Residential Quarters after the permissible period of four months, the rent payable for the first two months is @ Rs.7,000/- p. m and from 3 <sup>rd</sup> month onwards, the sum equivalent to the HRA last drawn by the Officer at the posting covered under these guidelines.
* 4.	Transfer to a place outside Greater Hyderabad	Two Months	If the transfer is effected and if his children are studying in Hyderabad and if the Officer is not having his personal own accommodation facility in Twin Cities / GHMC Limits, the Officer can retain the quarter up to the end of academic year on production of Study Certificates of children from School.	<p><b>For District Judge Residential Quarters, after permissible period of 2 months, the rent payable is @ Rs.25,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b></p> <p><b>For Senior Civil Judge Residential Quarters, after permissible period of 2 months, the rent payable is @ Rs.20,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b></p> <p><b>For Junior Civil Judge Residential Quarter, after permissible period of 2 months, the rent payable is @ Rs.15,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b></p>
* 5.	On proceeding on deputation within India	One Month	If the transfer is effected and if his children are studying in Hyderabad and if the Officer is not having his personal own accommodation facility Twin Cities / GHMC Limits, the Officer can retain the quarter up to the	<p><b>For District Judge Residential Quarters, after permissible period of 2 months, the rent payable is @ Rs.25,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b></p> <p><b>For Senior Civil Judge Residential Quarters, after permissible period of 2 months, the rent payable is @ Rs.20,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b></p>

			end of academic year on production of Study Certificates of children from School.	<b>For Junior Civil Judge Residential Quarter, after permissible period of 2 months, the rent payable is @ Rs.15,000/- per month or HRA drawn by the officer at the present station, whichever is less.</b>
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**REGISTRAR GENERAL**

**To**

1. All the District & Sessions Judges in the State of Telangana,
2. The Chief Judge, City Civil Court, Hyderabad & Secunderabad.
3. The Metropolitan Sessions Judge, Nampally, Hyderabad.
4. The Chief Judge, City Small Causes Court, Hyderabad.
5. The Prl. Spl. Judge for CBI Cases, Hyderabad.