

HIGH COURT OF CHHATTISGARH : BILASPUR

NOTIFICATION

No. 17618 /
V-5-1/2024

Bilaspur, Dated 26/10/2024

In exercise of supervisory jurisdiction and controlling powers to regulate allotment of accommodation at High Court Residential Colony, Bodri and other accommodations situated at different areas of Bilaspur city earmarked for the Judges of High Court of C.G., Officers & Employees of the High Court of C.G., the following guidelines are issued :-

1. Short Title and Commencement -

- (1) These guidelines may be called "The Allotment of Accommodation Guidelines, 2024."
- (2) It shall come into force from the date of its approval by the Standing Committee of the High Court.

2. Definitions -

In these Guidelines, unless the context otherwise requires-

- i. "Accommodation" includes residential quarters situated at High Court Residential Colony, Bodri, government accommodation situated at Bilaspur earmarked for the High Court Judges, officers and employees of the High Court; rooms & shops, commercial accommodation situated at High Court Residential Colony, Bodri including officers'/staff club and open land attached thereto;

- ii. "Allotment" means grant of license to occupy accommodation in accordance with the provisions of these Guidelines.
- iii. "Chief Justice" means the Chief Justice of the High Court of Chhattisgarh.
- iv. "Committee" means Committee constituted by the Chief Justice for allotment of accommodation.
- v. "Secretary" means an officer nominated as Secretary to the Committee constituted by the Chief Justice.
- vi. "License Fee" means the sum of money payable monthly in accordance with the rules and regulations applicable to the State Government Officers and Employees for use of accommodation.
- vii. "Limited purpose" means special occasions like marriage, birthday, anniversary, performance of religious rituals or any occasion for a celebration which may be a ground to seek allotment for a limited period.
- viii. "Registrar General" means Registrar General of the High Court of Chhattisgarh.
- ix. "Rent" means rent for the use of shops, rooms, open land allotted and also includes accommodation allotted for limited purpose for limited period.

x. "State" means the State of Chhattisgarh.

xi. "Type of accommodation" means type of accommodation for which member is entitled for allotment.

3. **Application of guidelines:-** On the coming into force of the guidelines, allotment of accommodation shall be governed by the guidelines.

Provided allotment of accommodation made prior to the date of coming into force of these guidelines shall be deemed to be allotted in accordance with these guidelines and such allotment shall be governed by these guidelines.

4. **Members entitled for allotment of accommodation:-**

Following categories of the members are entitled for allotment of accommodation:

- a. Judges of the High Court of Chhattisgarh.
- b. Officers and employees of the Registry of the High Court.
- c. Retired Judges, officers and employees of High Court of Chhattisgarh.
- d. Persons entitled for allotment under Rule 6 (v).

Provided that Ministerial Officers & Employees of the Registry shall not be entitled to allotment or use of Officers' club and residence marked for the Hon'ble Judges and Judicial Officers. Provided further that



the Ministerial Officers and Employees of the Registry of the High Court shall not be entitled for allotment of residential quarter in the event of they or their spouse have their own house within a radius of 12 KMs of the Chhattisgarh High Court Premises.

5.(A) Types of residential accommodation and entitlement:-


(a) The Hon'ble Chief Justice and the Hon'ble Judges of the High Court are entitled for 'A' type accommodation.

(b) Other officers & employees are entitled for accommodation of following categories;

Sr.	Classification of Government Accommodation	Entitlement for Government Accommodation as per the pay scale	Equivalent post of the officers posted in Registry	License Fee payable
1.	2.	3.	4.	5.
1.	'B'	1) District Judge (Super Time Scale) 2) District Judge (Selection Grade)	Judicial Officer(s) posted in the Registry including CSJA at level of District Judge (Super Time Scale) and District Judge (Selection Grade)	580.00
2.	'D'	1) District Judge (Entry Level) 2) Civil Judge (Senior Division) 3) Level-16 (129700-214300) 4) Level-15 (123100-215900)	1. Judicial Officer(s) posted in the Registry including CSJA at level of District Judge (Entry Level) and Civil Judge (Senior Division) 2. Registrar (Ministerial), Joint Registrar (Ministerial), Chief Accounts Officer, who are drawing pay scale shown at Column No.3	425.00
3.	'E'	1) Civil Judge (Junior Division) 2) Level-14 (79900-211700) 3) Level-13 (67300-213100)	1. Judicial Officer(s) posted in the Registry including CSJA at level of Civil Judge (Junior Division) 2. Additional Registrar (Ministerial), Budget Officer, Registrar (I.T.), Senior Accounts Officer, Chief Court Manager, Deputy Registrar, Deputy Registrar (Protocol), Accounts Officer, Deputy Budget Officer, Deputy Registrar (I.T.), Editor	350.00

			(Hindi), Senior Librarian, Senior Court Manager, who are drawing the pay-scale shown at Column-3.	
4.	'F'	1) Level-12 (56100-177500) 2) Level-11 (49100-155800) 3) Level-10 (43200-136500)	Assistant Registrar, Assistant Registrar (I.T.), Computer Programmer, Librarian, Court Manager, Assistant Budget Officer, Sub-Editor (Hindi), Section Officer, Private Secretary, Assistant Editor (ILR), Court Master, Senior Assistant Librarian, Section Officer (Accounts & Finance), Software Engineer, Hardware Engineer, Assistant Librarian, System Analyst, Data Analyst, Network Engineer, who are drawing the pay-scale shown at Column-3.	210.00
5.	'G'	1) Level-9 (38100-120400) 2) Level-8 (35400-112400) 3) Level-7 (28700-91300)	AG-I, Hostel Administrative Officer-A.G.-I, Assistant Programmer, Stenographer, Stenographer (Bilingual), Senior Hindi Stenographer, Assistant Court Master, Stenographer (Hindi), Stamp Reporter, Examiner (I.L.R.), Translator, who are drawing the pay-scale shown at Column-3.	150.00
6.	'H'	1) Level-6 (25300-80500) 2) Level-4 (19500-62000)	AG-II, Data Entry Operator, AG-III, Assistant Protocol Officer-A.G.-III, Library Assistant A.G.-III, AG-III (Computer), AG-III (Photocopy Operator), PBX Operator, who are drawing the pay-scale shown at Column-3.	75.00
7.	'I'	All Class-IV employees irrespective the pay scales are being drawn by them	Staff Car Driver, Senior Binder, Lift Man, Junior Binder, Orderly, Record Supplier, Daftari, Hostel Store Keeper, Library Assistant Attendant, Hostel Attendant, Peon (All Class IV employees)	20.00

Note:- In future, if any new post is sanctioned in the High Court establishment in addition to the above post(s) mentioned in the column no.4, the person holding the post shall be entitled to allotment of government accommodation according to the pay scale of that post.



The following shall be the ratio amongst employee(s) of this Registry who are entitled to G,H and I type Government Accommodation:-

For G-Type government accommodation:

Grade-I post(s)	Grade-II post(s)	Ratio between Grade-I & II
A.G.-I, Hostel Administrative Officer- A.G.-I, Assistant Programmer, Assistant Court Master, Stamp Reporter & Examiner (I.L.R.)	Stenographer, Stenographer (Bilingual), Senior Hindi Stenographer, Stenographer (Hindi) & Translator	1:1

For H-Type government accommodation:

Grade-I post(s)	Grade-II post(s)	Ratio between Grade-I & II
A.G.-II, A.G.-III, Assistant Protocol Officer A.G.-III, Library Assistant A.G.- III, A.G.-III (Computer), A.G.-III (Photocopy Operator) & P.B.X. Operator	Data Entry Operator	7:1

For I-Type government accommodation:

Grade-I post(s)	Grade-II post(s)	Grade-III post(s)	Ratio between Grade-I ,II & III
Staff Car Driver, Senior Binder, Lift Man & Junior Binder	Orderly, Record Supplier, Daftari & Hostel Store Keeper	Library Assistant Attendant, Hostel Attendant & Peon	1:1:3

(B) Accommodation other than residential accommodation and purpose for its allotment:-

(a) Shops and other commercial accommodation situated at High Court Residential Colony may be allotted for running shops for the benefits of residents of the High Court Residential Colony.

(b) **Temporary allotment-** Officers/staff club, land attached thereto, open land situated at High Court Residential Colony Bodri, vacant residential accommodation may be temporarily allotted for limited purpose for limited period.

Note:-

- (i) Provided that **in case** husband and wife both are working in the High Court or one spouse is working in other Government department, **then** only one member may be entitled for the Government accommodation, in such case the Government employee shall be required to submit an affidavit mentioning that he/she has not been allotted any Government accommodation.
 - (ii) Provided further that Officers/Employees (other than the officers and employees of the High Court Establishment) whose services are attached with the High Court Residential Colony may be allotted accommodation for the betterment / welfare / improvement of health/sports/cultural activities and for the benefit of Officers/employees and their family members residing in the residential colony at Bodri.
 - (iii) Allotment for limited period and for limited purpose shall be at the discretion of the Committee and subject to availability of the accommodation/space.
 - (iv) Any kind of activity during such occasion which may cause nuisance to the residents of Residential Colony shall not be permitted and such temporary allotment may be cancelled immediately.
6. **Procedure for allotment:-** (i) Member entitled for allotment may apply to the Registrar General for allotment of accommodation in accordance with his entitlement in the **Form-A** of the guidelines.



(ii) Member entitled for allotment may apply for higher type accommodation in **Form-B**.

(iii) Member entitled for higher type accommodation may apply for allotment of lower type (except for accommodation G,H & I type) of accommodation in **Form-C**.

In case more than one employee apply for higher type & lower type (except G,H & I type of accommodation) of accommodation then the basis of allotment shall be inter-se-seniority among the applicants.

(iii) (a) Ministerial Officers and Employees of the Registry of the High Court shall furnish a declaration in **Form-G** along with their application form.

(iv) Member may apply for temporary allotment of accommodation for limited purpose for limited time to the Registrar General in the **Form-D** showing purpose for such allotment.

(v) Person interested in running different shops, commercial accommodation may apply to the Registrar General for allotment of shops in **Form-E**.

(vi) The Secretary with permission of Registrar General after scrutiny and verification shall place the application of eligible member before the Committee.

(vii) The Committee may allot accommodation to the member entitled for allotment. Normally, the type of accommodation for which member is entitled shall be allotted to the member.

(vii) (a) The process of allotment for new construction/vacant government accommodation shall be done through publication/issuance of notice on the notice board of the Registry and official website of High Court thereby inviting applications for the accommodation in prescribed format. The application not received in prescribed format or within the stipulated time period prescribed in the notice shall not be considered.

(vii) (b) Accommodation as per entitlement shall be allotted giving preference to the date of filing of application by the eligible officers/employees as per the list prepared by Works Section of the Registry, irrespective of seniority.

(vii) (c) Provided that in case of demise of any allottee, the person who get compensatory appointment in the High Court establishment in place of deceased allottee, his/her application irrespective of date of application of applicant for allotment of accommodation may be considered on priority basis by the Allotment Committee.

(vii) (d) Works Section shall prepare and maintain the list of applicants for each type of accommodation separately in chronological order as per date of applications received for the allotment of accommodation situated in the High Court Residential Premises, Bodri. If more than one application are received on the same date, the name of applicant shall be entered in the list in chronological order according to inter-se-service seniority.



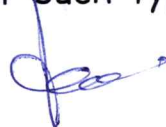
(vii) (e) In case there is no pending application (in prescribed format) in the concerned section for any particular vacant accommodation and number of applications are received in the same date for allotment of vacant accommodation after issuance/publication of notice then inter-service seniority among the eligible officers/employees shall be the criteria for allotment of the accommodation.

(vii) (f) The officers/employees have to submit always a fresh application in prescribed format for allotment of accommodation in case there is any change in his/her entitlement.

(vii) (g) No application for allotment of accommodation in the city (Bilaspur) shall be considered, if received prior to the issuance/publication of the notice in this regard. Allotment of accommodation situated at Bilaspur city shall be done as per inter-service seniority of applicants among the person who files application within the prescribed period.

(vii) (h) Before the matter is put up for allotment before the Committee, Works Section shall verify from applicant in the list whether he/she is interested for allotment of available vacant quarter or not. If the applicant does not show interest in the available vacant quarter, his/her name shall be removed from the pending list and persons below to him/her shall be considered for allotment.

(viii) In case of vacant accommodation of higher type, it may be allotted to the member not entitled for such type of accommodation



on the basis of application and on payment of license fee of such accommodation.

(ix) In case of allotment of accommodation of higher type to the judicial officers posted in the Registry, difference of license fee **shall be payable**.

(x) Accommodation of lower type may be allotted to the member in case of non-availability of type of accommodation for which a member is entitled and on the basis of his/her request and consent. (Except for G, H & I type of accommodation)

(xi) Procedure for allotment of shops shall be determined by the Committee.

7. **License fee and Rent:-**(i) License fee for the residential accommodation shall be in accordance with the rules and regulations applicable to the State officers and employees for the use of residential accommodation.

(ii) Rent for the shops, other commercial accommodations and for temporary allotment of officers/staff club and open land attached thereto shall be as per the Schedule.

8. **Occupation of Accommodation:-**(i) Allottee shall occupy and obtain possession of accommodation within fifteen days of allotment and submit occupation report in the **Form-F**. Committee may extend time for possession of allotted accommodation on application of allottee.

(ii) In case the allottee fails to occupy the accommodation within fifteen days of such allotment, after providing opportunity of hearing

the Committee may cancel his allotment and may allot the accommodation to other member entitled for such allotment.

(iii) Allottee shall be liable for payment of electricity bill during occupation and clear all the dues at the time of vacating the accommodation. Outstanding dues shall be recovered from salary of the allottee.

(iv) Allottee shall not use allotted accommodation other than purpose of allotment. Allotment shall be canceled with prior notice to the allottee in case where allottee is found indulged in any illegal or unsocial activity in the accommodation.

(v) In case the allottee submits an application to reject/cancel such allotment or does not take possession during the specific period, his/her application for allotment of government accommodation shall not be considered in future for 03 years in same category.

9. Vacation and Extension of accommodation on transfer/retirement:- (1)

Officer/employee transferred from the establishment of High Court or services are withdrawn from the High Court Residential Colony, shall vacate the allotted accommodation within 15 days from the date of relieving.

(2) Officer/employee retiring on attaining the age of superannuation shall vacate the accommodation within two months from the date of retirement, as per rules applicable to the government servants.

(3) On the basis of written application of the officer/staff proceeding on transfer/retirement for extension of possession, the Committee

may extend the period in accordance with rules applicable to the officers/employees of the State Government.

(4) Officer/employee to whom extension of time for vacation is granted shall vacate the accommodation on or before the last date of extension.

10. **Action in failing to vacate the accommodation:-** In case an officer/employee fails to vacate the accommodation within the period as per foregoing clauses of the guidelines, shall be vacated as per rule and shall also be charged with penal rent in addition to other action available under the law.
11. **Misconduct:-** If any applicant furnishes false information in prescribed format he shall be subjected to disciplinary action. Officer/employee who fails to vacate the accommodation within the period permitted or extended as per Rules or uses the accommodation contrary to the purpose for which accommodation is allotted or creates nuisance in any manner, shall be misconduct and departmental action may be taken against such employee along with civil & criminal action.
12. **Eviction of other persons from the accommodation:-** Other person to whom accommodation is allotted if uses such accommodation contrary to the purpose for which it is allotted or creates nuisance shall be liable to be evicted from the accommodation in addition to other Civil/Criminal action.

13. **Interpretation:-** In case of any hardship in compliance of the guidelines or need of interpretation, the interpretation, order and direction of the Hon'ble the Chief Justice shall be final.
14. **Relaxation Power:-** Notwithstanding anything contained in the above Rules, Hon'ble the Chief Justice may allot residential accommodation to any person if he/she found necessary and may amend or repeal the guidelines.
15. **Repeal & Saving clause:-** After approval from Hon'ble the Chief Justice, all the circulars, guidelines issued in this behalf shall stand repeal. All the pending applications in prescribed format henceforth shall be dealt according to this guideline. All the actions taken before repealing of previous guideline will be save and dealt according to 2024 guidelines.



SCHEDULE

Sr.	Accommodation/space	Rent (per day/per month) [excluding electricity & water Charges]		Remarks
01.	Shops	Per month rent as may be determined by the Committee.		Allottee is liable to pay actual charge of cleaning, electricity & water.
02.	Officers' Club	Rs.2,000/- per day		
03.	Staffs' Club	Rs.1,500/- per day		
	<u>Note:</u> Use of Officers/ Staff Club as may be approved by the Committee			
04.	Open Space	Rs.1,500/- per day		
05.	Vacant residential accommodation	'A-Type'	Rs.1,500/- per day	
		'B-Type'	Rs.1,000/- per day	
		'C-Type'	Rs.700/- per day	
		'D-Type'	Rs.500/- per day	
		'E-Type'	Rs.450/- per day	
		'F-Type'	Rs.350/- per day	
		'G-Type'	Rs.300/- per day	
		'H-Type'	Rs.150/- per day	
		'I-Type'	Rs.100/- per day	
06.	Room of Officers'/ Staff Club	Rs.200/- per room (per day)		

Form-A

[See clause 6 (i)]

Application form for allotment of accommodation at High Court Residential Colony, Bodri, Bilaspur (C.G.)

To,

**The Registrar General
High Court of Chhattisgarh,
Bilaspur (C.G.)**

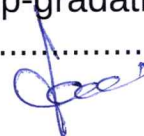
Subject:- Application for the allotment of Government residential quarter.

Sir,

With due respect, the undersigned applies for the allotment of a..... type residential quarter at High Court Residential colony, Bodri, Bilaspur (C.G.).

The detail information about the applicant is as under:-

1. Name in block letters :-
2. Designation :-
3. Father's/Husband's Name :-
4. Department, Place of posting :-
or attached with (in case of
other dept.)
5. Address of the applicant with Contact No. :-
 - a) Official Address:-
 - b) Present Residential Address:-
6. Type of accommodation for which the applicant is entitled:-
7. Particulars of the Government:-
House, if any, under the occupation of
applicant or his/her spouse (give the details)
8. Whether the applicant or his spouse owns, any house, give the complete details/address:-
9. Whether the applicant has applied for any up-gradation/other category of House:-



10. Date since when he/she is entitled for the type of upgrade house applied for:-
.....

Declaration

I, Designation-
Department-attached with
hereby declare that I will follow all terms & conditions of the High Court
guidelines in regard to allotment of Government accommodation. I further
declare that if for the allotted accommodation, any outstanding dues regarding
electricity bill & other charges, it will be recovered from my salary or other
amounts payable to me.

Place:-

Date:-

(Signature of the applicant)



फॉर्म - ए

[खण्ड 6 (i) देखें]

उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में आवास आबंटन हेतु आवेदन फॉर्म

प्रति,

रजिस्ट्रार जनरल

छ.ग. उच्च न्यायालय

बिलासपुर (छ.ग.)

विषय:- शासकीय आवास आबंटन हेतु आवेदन।

महोदय,

सनम्र निवेदन है कि अधोहस्ताक्षरी उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में टाईप के आवास आबंटन हेतु आवेदन करता/करती है।

आवेदक की पूर्ण जानकारी निम्नानुसार है :-

1. नाम :-
2. पदनाम :-
3. पिता/पति का नाम :-
4. विभाग, पदस्थ कार्यालय या
संलग्न कार्यालय (अन्य विभाग
की स्थिति में) :-
5. आवेदक का पता संपर्क नं. सहित
(अ) कार्यालयीन पता
- (ब) वर्तमान निवास का पता
6. आवास का टाईप जिसके लिये आवेदक पात्र है
7. आवेदक या उसके पति/पत्नी के आधिपत्य में
शासकीय आवास, यदि कोई हो, का विवरण (विवरण दें)
8. क्या आवेदक या उसके पति/पत्नी के पास कोई मकान है, पूरा विवरण/पता दें
.....
9. क्या आवेदक ने मकान के किसी उच्च/अन्य श्रेणी के लिये आवेदन किया है
10. दिनांक जब से आवेदक एक उच्च श्रेणी आवास के प्रकार के लिये पात्र है

घोषणा पत्र

मैं पदनाम, पदस्थ
कार्यालय....., संलग्न एतद्वारा घोषणा
करता/करती हूँ कि मैं शासकीय आवास के आबंटन के संबंध में उच्च न्यायालय के दिशानिर्देशों के
समस्त नियमों व शर्तों का पालन करूँगा/करूँगी। मैं आगे यह भी घोषणा करता/करती हूँ कि यदि
आबंटित आवास से संबंधित बिजली बिल या अन्य देय बकाया होगा तो वह मेरे वेतन या अन्य देय
राशि से वसूल किया जायेगा।

(आवेदक का हस्ताक्षर)

स्थान :

दिनांक:



Form-B

[See clause 6 (ii)]

Application form for allotment of accommodation at High Court Residential
Colony, Bodri, Bilaspur (C.G.)

(In case of higher type accommodation)

To,

**The Registrar General
High Court of Chhattisgarh,
Bilaspur (C.G.)**

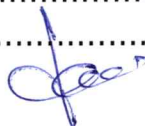
Subject:- Application for the allotment of Government residential quarter.

Sir,

With due respect, the undersigned applies for the allotment of
a type residential quarter at High Court Residential colony, Bodri,
Bilaspur (C.G.).

The detail information about the applicant is as under:-

1. Name in block letters :-
2. Designation :-
3. Father's/Husband's Name :-
4. Department, Place of posting :-
or attached with (in case of
other dept.)
5. Address of the applicant with Contact No. :-
 - a) Official Address:-
 -
 -
 - b) Present Residential Address:-
 -
 -
6. (a) Type of accommodation for which the applicant is entitled:-.....
(b) Type of accommodation applied for :-
- (c) In case of prayer for allotment of accommodation for which member is not
entitled reason be given :-
-
7. Particulars of the Government:-
House, if any, under the occupation of
applicant or his/her spouse (give the details)
8. Whether the applicant or his spouse owns, any house, give the complete
details/address:-
-



9. Whether the applicant has applied for any up-gradation/other category of House:-

10. Date since when he/she is entitled for the type of upgrade house applied for:-

Declaration

I, Designation-
Department- attached with
hereby declare that I will follow all terms & conditions of the High Court guidelines in regard to allotment of Government accommodation. I further declare that if for the allotted accommodation, any outstanding dues regarding electricity bill & other charges, it will be recovered from my salary or other amounts payable to me.

Place:-

Date:-



(Signature of the applicant)

फॉर्म - बी

[खण्ड 6 (ii) देखें]

उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में आवास आबंटन हेतु आवेदन फॉर्म

(उच्च श्रेणी के आवास की स्थिति में)

प्रति,

रजिस्ट्रार जनरल

छ.ग. उच्च न्यायालय

बिलासपुर (छ.ग.)

विषय:- शासकीय आवास आबंटन हेतु आवेदन।

महोदय,

सनम्र निवेदन है कि अधोहस्ताक्षरी उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में टाईप के आवास आबंटन हेतु आवेदन करता/करती है।

आवेदक की पूर्ण जानकारी निम्नानुसार है :-

1. नाम :-
2. पदनाम :-
3. पिता/पति का नाम :-
4. विभाग, पदस्थ कार्यालय या
संलग्न कार्यालय (अन्य विभाग
की स्थिति में)
5. आवेदक का पता संपर्क नं. सहित
(अ) कार्यालयीन पता
- (ब) वर्तमान निवास का पता
6. (अ) आवास का प्रकार जिसके लिये आवेदक पात्र है
- (ब) आवास का प्रकार जिसके लिये आवेदन किया गया है
- (स) पात्रता से भिन्न आवास के आबंटन के लिये आवेदन किया गया हो तो कारण बतावें.....
.....
7. आवेदक या उसके पति/पत्नी के आधिपत्य में
- शासकीय आवास, यदि कोई हो, का विवरण (विवरण दें)



8. क्या आवेदक या उसके पति/पत्नी के पास कोई मकान है, पूरा विवरण/पता दें
9. क्या आवेदक ने मकान के किसी उच्च/अन्य श्रेणी के लिये आवेदन किया है
10. दिनांक जब से आवेदक एक उच्च श्रेणी आवास के प्रकार के लिये पात्र है

घोषणा पत्र

मैं पदनाम, पदस्थ
कार्यालय....., संलग्न एतद्वारा घोषणा
करता/करती हूँ कि मैं शासकीय आवास के आबंटन के संबंध में उच्च न्यायालय के दिशानिर्देशों के
समस्त नियमों व शर्तों का पालन करूँगा/करूँगी। मैं आगे यह भी घोषणा करता/करती हूँ कि यदि
आबंटित आवास से संबंधित बिजली बिल या अन्य देय बकाया होगा तो वह मेरे वेतन या अन्य देय
राशि से वसूल किया जायेगा।



(आवेदक का हस्ताक्षर)

स्थान :

दिनांक:

Form-C

[See clause 6 (iii)]

Application form for allotment of accommodation at High Court Residential
Colony, Bodri, Bilaspur (C.G.)

(In case of lower type accommodation)

To,

**The Registrar General
High Court of Chhattisgarh,
Bilaspur (C.G.)**

Subject:- Application for the allotment of Government residential quarter.

Sir,

With due respect, the undersigned applies for the allotment of
a..... type residential quarter at High Court Residential colony, Bodri,
Bilaspur (C.G.).

The detail information about the applicant is as under:-

1. Name in block letters :-
2. Designation :-
3. Father's/Husband's Name :-
4. Department, Place of posting :-
or attached with (in case of
other dept.)
5. Address of the applicant with Contact No. :-
a) Official Address:-
.....
.....
b) Present Residential Address:-
.....
.....
6. (a) Type of accommodation for which the applicant is entitled:-.....
(b) Type of accommodation applied for :-
(c) In case of prayer for allotment of accommodation for which member is not
entitled reason be given :-
.....
7. Particulars of the Government:-
House, if any, under the occupation of
applicant or his/her spouse (give the details)
8. Whether the applicant or his spouse owns, any house, give the complete
details/address:-
.....



9. Whether the applicant has applied for any up-gradation/other category of House:-

10. Date since when he/she is entitled for the type of upgrade house applied for:-

Declaration

I, Designation-.....
Department- attached with
hereby declare that I will follow all terms & conditions of the High Court guidelines in regard to allotment of Government accommodation. I further declare that if for the allotted accommodation, any outstanding dues regarding electricity bill & other charges, it will be recovered from my salary or other amounts payable to me.

Place:-

Date:-

(Signature of the applicant)



फॉर्म – सी

[खण्ड 6 (iii) देखें]

उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में आवास आबंटन हेतु आवेदन फॉर्म

(निम्न श्रेणी के आवास की स्थिति में)

प्रति,

रजिस्ट्रार जनरल

छ.ग. उच्च न्यायालय

बिलासपुर (छ.ग.)

विषय:- शासकीय आवास आबंटन हेतु आवेदन।

महोदय,

सनम्र निवेदन है कि अधोहस्ताक्षरी उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में टाईप के आवास आबंटन हेतु आवेदन करता/करती है।

आवेदक की पूर्ण जानकारी निम्नानुसार है :-

1. नाम :-
2. पदनाम :-
3. पिता/पति का नाम :-
4. विभाग, पदस्थ कार्यालय या
संलग्न कार्यालय (अन्य विभाग
की स्थिति में)
5. आवेदक का पता संपर्क नं. सहित
(अ) कार्यालयीन पता
- (ब) वर्तमान निवास का पता
6. (अ) आवास का टाईप जिसके लिये आवेदक पात्र है
- (ब) आवास का टाईप जिसके लिये आवेदन किया गया है
- (स) पात्रता से भिन्न आवास के आबंटन के लिये आवेदन किया गया हो तो कारण बतावें.....
.....
7. आवेदक या उसके पति/पत्नी के आधिपत्य में
- शासकीय आवास, यदि कोई हो, का विवरण (विवरण दें)

8. क्या आवेदक या उसके पति/पत्नी के पास कोई मकान है, पूरा विवरण/पता दें
9. क्या आवेदक ने मकान के किसी उच्च/अन्य श्रेणी के लिये आवेदन किया है
10. दिनांक जब से आवेदक एक उच्च श्रेणी आवास के प्रकार के लिये पात्र है

घोषणा पत्र

मैं पदनाम, पदस्थ
कार्यालय....., संलग्न एतद्वारा घोषणा
करता/करती हूँ कि मैं शासकीय आवास के आबंटन के संबंध में उच्च न्यायालय के दिशानिर्देशों के
समस्त नियमों व शर्तों का पालन करूँगा/करूँगी। मैं आगे यह भी घोषणा करता/करती हूँ कि यदि
आबंटित आवास से संबंधित बिजली बिल या अन्य देय बकाया होगा तो वह मेरे वेतन या अन्य देय
राशि से वसूल किया जायेगा।



(आवेदक का हस्ताक्षर)

स्थान :

दिनांक:

Form-D
[See clause 6 (iv)]

Application form for temporary allotment of accommodation at High Court Residential Colony, Bodri, Bilaspur (C.G.) for limited purpose for limited time

To,

**The Registrar General
High Court of Chhattisgarh,
Bilaspur (C.G.)**

Subject:- Application form for temporary allotment of accommodation at High Court Residential Colony, Bodri, Bilaspur (C.G.) for limited purpose for limited time.

Sir,

With due respect, the undersigned applies for the allotment of a..... type residential quarter/welfare club at High Court Residential colony, Bodri, Bilaspur (C.G.).

The detail information about the applicant is as under:-

1. Name in block letter :-
2. Designation :-
3. Father's/Husband's Name :-
4. Department, Place of posting :-
or attached with (in case of
other dept.)
5. Address of the applicant with Contact No. :-
 - a) Official Address:-
.....
.....
 - b) Present Residential Address:-
.....
.....
6. Purpose for Limited allotment :-
.....
.....
7. Period for limited allotment is required (Give details) :-
Date from To



Declaration

IDesignation-Department-
.....attached with hereby declare
that I will follow all terms & conditions of the High Court guidelines in regard to
Government accommodation/Welfare Club. And also I agree to pay the charges
if any fixed by the Committee. I further declare that if any outstanding dues
regarding electricity bill & other charges, it will be recovered from my salary or
other amounts payable to me.

Place:-

Date:-



(Signature of the applicant)

फॉर्म – डी

[खण्ड 6 (iv) देखें]

उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में सीमित समय के लिये सीमित उद्देश्य हेतु आवास के अस्थायी आबंटन हेतु आवेदन फॉर्म

प्रति,

रजिस्ट्रार जनरल

छ.ग. उच्च न्यायालय

बिलासपुर (छ.ग.)

विषय:- उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में सीमित समय के लिये सीमित उद्देश्य हेतु आवास के अस्थायी आबंटन हेतु आवेदन।

महोदय,

सनम्र निवेदन है कि अधोहस्ताक्षरी उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) में टाईप के आवासीय क्वार्टर/कल्याण क्लब आबंटन हेतु आवेदन करता/करती है।

आवेदक की पूर्ण जानकारी निम्नानुसार है :-

1. नाम :-
2. पदनाम :-
3. पिता/पति का नाम :-
4. विभाग, पदस्थ कार्यालय या
संलग्न कार्यालय (अन्य विभाग
की स्थिति में) :-
5. आवेदक का पता संपर्क नं. सहित:-
- (अ) कार्यालयीन पता :-
- (ब) वर्तमान निवास का पता :-
6. सीमित आबंटन का उद्देश्य :-
7. सीमित आबंटन हेतु आवश्यक समयावधि (विवरण दें) :-
दिनांक.....सेतक

घोषणा पत्र

मैं पदनाम, पदस्थ
कार्यालय....., संलग्न एतद्वारा घोषणा
करता/करती हूँ कि मैं शासकीय आवास/कल्याण क्लब के आबंटन के संबंध में उच्च न्यायालय के
दिशानिर्देशों के समस्त नियमों व शर्तों का पालन करूँगा/करूँगी एवं और यदि कमेटी द्वारा कोई
शुल्क निर्धारित किया गया है तो मैं उसका भुगतान करने के लिये भी सहमत हूँ। मैं आगे यह
भी घोषणा करता/करती हूँ कि यदि आबंटित आवास से संबंधित बिजली बिल या अन्य देय बकाया
होगा तो वह मेरे वेतन या अन्य देय राशि से वसूल किया जायेगा।

(आवेदक का हस्ताक्षर)

स्थान :

दिनांक:



Form-E

[See clause 6 (v)]

Application form for allotment of commercial shop accommodation at the premises of High Court Residential Colony, Bodri, Bilaspur (C.G.)

To,

**The Registrar General
High Court of Chhattisgarh,
Bilaspur (C.G.)**

Subject:- Application form for allotment of commercial shops accommodation at the premises of High Court Residential Colony, Bodri, Bilaspur (C.G.).

Sir,

With due respect, the undersigned applies for the allotment of a commercial shop accommodation at the premises of High Court Residential Colony, Bodri, Bilaspur (C.G.).

The detail information about the undersigned is as under:-

1. Name of the applicant :-
2. Applicant's Father's/Husband's Name :-
3. Address of the applicant
a) Residential Address:-
- (Mob.No.-)
4. Nature of business (Purpose) :-
5. Per day approx. period/timing of Working Hours of Business:-
6. Whether the applicant has obtained all essential license from the concerning Government Departments for running the shop for the purpose as mentioned in the point no. 4 of this application. (Give the complete details and attach copies of relevant documents with application), if any.
a)
b)

Declaration

I....., Son/Daughter of.....
R/o hereby declare that I will follow all terms & conditions of the High Court guidelines with regard to allotment of commercial shops accommodation at premises of High Court Residential Colony, Bodri, Bilaspur (C.G.), and I also agree to pay charges, if any, fixed by the Committee. I further declare that if any outstanding dues regarding electricity bill & other charges, it will be recovered from my salary or other amounts payable to me.

Place:-

Date:-

(Signature of the applicant)

फॉर्म - ई

[खण्ड 6 (v) देखें]

उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) के परिसर में व्यावसायिक दुकान के आबंटन हेतु आवेदन फॉर्म

प्रति,

रजिस्ट्रार जनरल

छ.ग. उच्च न्यायालय

बिलासपुर (छ.ग.)

विषय:- उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) के परिसर में व्यावसायिक दुकान के आबंटन हेतु आवेदन।

महोदय,

सनम्र निवेदन है कि अधोहस्ताक्षरी उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) के परिसर में एक व्यावसायिक दुकान के आबंटन हेतु आवेदन करता/करती है। अधोहस्ताक्षरी की पूर्ण जानकारी निम्नानुसार है :-

1. आवेदक का नाम :-

2. आवेदक के पिता/पति का नाम :-

3. आवेदक का पता

(अ) कार्यालयीन पता :-

(मो.नं.)

4. व्यवसाय का प्रकृति (उद्देश्य) :-

5. व्यवसाय के प्रतिदिन के कार्य घंटों की लगभग अवधि/समय :-

6. क्या आवेदक ने इस आवेदन के बिन्दु क्रमांक 4 में उल्लेखित उद्देश्य हेतु दुकान चलाने के लिये संबंधित शासकीय विभागों से समस्त आवश्यक लाईसेंस प्राप्त कर लिये हैं (आवेदन के साथ पूरा विवरण और संबंधित दस्तावेजों की प्रतियां संलग्न करें), यदि कोई हो तो

(अ)

(ब)



घोषणा पत्र

मैं पिता, निवासी
..... एतद्वारा घोषणा करता/करती हूँ कि मैं उच्च न्यायालय आवासीय कॉलोनी, बोदरी, बिलासपुर (छ.ग.) के परिसर में व्यावसायिक दुकान के आबंटन के संबंध में उच्च न्यायालय के दिशानिर्देशों के समस्त नियमों व शर्तों का पालन करूँगा/करूँगी एवं और यदि कमेटी द्वारा कोई शुल्क निर्धारित किया गया है तो मैं उसका भुगतान करने के लिये भी सहमत हूँ। मैं आगे यह भी घोषणा करता/करती हूँ कि यदि आबंटित आवास से संबंधित बिजली बिल या अन्य देय बकाया होगा तो वह मेरे वेतन या अन्य देय राशि से वसूल किया जायेगा।



(आवेदक का हस्ताक्षर)

स्थान :

दिनांक:

Form-F
[See clause 8 (i)]
Possession report

To,

The Registrar General,
High Court of Chhattisgarh,
Bilaspur (CG)

Subject: Possession report.

Sir,

With due respect, I _____ (name of applicant), son /
daughter of _____, aged _____ years, designation _____,
place of posting _____, hereby submit that pursuant to the
allotment order No. dated, the undersigned
has taken the possession of allotted accommodation No. _____ on
i.e. within 15 days of allotment.

(Signature of the undersigned)

Place: _____

Name: _____

Date: _____

Designation: _____

Place of posting: _____



फॉर्म – एफ
[खण्ड 8 (i) देखें]
आधिपत्य प्रतिवेदन

प्रति,

रजिस्ट्रार जनरल
छ.ग. उच्च न्यायालय
बिलासपुर (छ.ग.)

विषय:- आधिपत्य प्रतिवेदन।
महोदय,

सनम्र निवेदन है कि मैं (आवेदक का नाम), पिता
....., उम्र वर्ष, पदनाम, पदस्थ
कार्यालय....., आवास आबंटन आदेश क्रमांक.....
दिनांक..... के अनुक्रम में प्रस्तुत करता/करती हूँ कि मेरे द्वारा आबंटित आवास
क्रमांक..... का आधिपत्य दिनांक..... को ले लिया गया है, जो कि आबंटन के
15 दिवस के भीतर है।

(हस्ताक्षर)

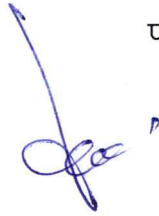
स्थान :

नाम:

दिनांक:

पदनाम:

पदस्थ कार्यालय



Form-G

Declaration Form

[See clause 6 (iii) (a)]

I(name of applicant), son/daughter
of, designation.....,
posted in the High Court of Chhattisgarh, hereby declare that no private
house/accommodation is available in my name or in the name of my spouse
within a radius of 12 KMs of the Chhattisgarh High Court Premises.

Place: Sign:

Date: Name:

Designation:

Place/Office:



फॉर्म – जी

घोषणा पत्र

[खण्ड 6 (iii) (a) देखें]

मैं (आवेदक का नाम), पिता,
पदनाम..... छ.ग.उच्च न्यायालय में पदस्थ, एतद्वारा घोषणा
करता/करती हूँ कि छ.ग. उच्च न्यायालय परिसर के 12 किलोमीटर के दायरे में मेरे या मेरे
पति/पत्नी के नाम पर कोई निजी घर/आवास उपलब्ध नहीं है।

स्थान :

हस्ताक्षर :

दिनांक:

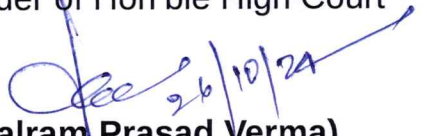
नाम :

पदनाम :

कार्यालय :

=====X=====X=====X=====

By order of Hon'ble High Court


(Balram Prasad Verma)
Registrar General

Endl.No. 17619 /
V-5-1/2024

Bilaspur, Dated 26./10/2024

Copy forwarded to: -

1. Joint Registrar-cum-P.P.S. to Hon'ble the Chief Justice, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
2. Private Secretary to Hon'ble Shri Justice Goutam Bhaduri, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
3. Private Secretary to Hon'ble Shri Justice Sanjay K. Agrawal, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
4. Private Secretary to Hon'ble Shri Justice Sanjay Agrawal, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
5. Private Secretary to Hon'ble Shri Justice Parth Prateem Sahu, High Court of Chhattisgarh, Bilaspur for information of his Lordship.

6. Private Secretary to Hon'ble Mrs. Justice Rajani Dubey, High Court of Chhattisgarh, Bilaspur for information of her Ladyship.
7. Private Secretary to Hon'ble Shri Justice Narendra Kumar Vyas, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
8. Private Secretary to Hon'ble Shri Justice Naresh Kumar Chandravanshi, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
9. Private Secretary to Hon'ble Shri Justice Deepak Kumar Tiwari, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
10. Private Secretary to Hon'ble Shri Justice Sachin Singh Rajput, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
11. Private Secretary to Hon'ble Shri Justice Rakesh Mohan Pandey, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
12. Private Secretary to Hon'ble Shri Justice Radhakishan Agrawal, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
13. Private Secretary to Hon'ble Shri Justice Sanjay Kumar Jaiswal, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
14. Private Secretary to Hon'ble Shri Justice Ravindra Kumar Agrawal, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
15. Private Secretary to Hon'ble Shri Justice Arvind Kumar Verma, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
16. Private Secretary to Hon'ble Shri Justice Bibhu Datta Guru, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
17. Private Secretary to Hon'ble Shri Justice Amitendra Kishore Prasad, High Court of Chhattisgarh, Bilaspur for information of his Lordship.
18. P.S. to Registrar General, High Court of Chhattisgarh, Bilaspur.
19. Registrar (Vigilance/ I&E/ Judicial/ S&A Cell), High Court of Chhattisgarh, Bilaspur.
20. Director, Chhattisgarh State Judicial Academy, High Court of Chhattisgarh.
21. Registrar (Computerization)-cum-C.P.C., High Court of Chhattisgarh, Bilaspur for information
22. O.S.D., High Court of Chhattisgarh, Bilaspur,
23. Additional Registrar (Judl/DE & E/Admn.), High Court of Chhattisgarh, Bilaspur.
24. Secretary, High Court Legal Services Committee, High Court of Chhattisgarh, Bilaspur
25. All Registrar (M)/Joint Registrars (M)/Additional Registrars (M)/Deputy Registrars, High Court of Chhattisgarh, Bilaspur,
26. Budget Officer/Accounts Officer, High Court of Chhattisgarh, Bilaspur,
27. All in-charge of the Sections of Registry, High Court of Chhattisgarh, Bilaspur,

For information

28. I/c Dispatch Section with a direction to display this notification on Notice Board of the High Court of Chhattisgarh, Bodri-Bilaspur.
29. The O.I.C., N.I.C., High Court of Chhattisgarh, Bilaspur with a direction to upload this notification in the official web-site of this High Court, immediately.


(Balram Prasad Verma)
 Registrar General