

OFFICE OF THE CHIEF JUDGE :: CITY SMALL CAUSES COURT ::
AT HYDERABAD

C I R C U L A R

Dis. No. 71 /2024/P.R. No. 15/2024/ADMN/CSCC

Dt. 12-01-2024

Sub:- PUBLIC SERVICES - T.J.M.S.S. - Instructions to follow the prior permission procedure to pursue further studies (by way of correspondence course) by the Government Employees - Instructions issued by the Government and communicated by the Hon'ble High Court for the State of Telangana - Communicated - Regarding.

- Ref:-
1. Government Memo No. 609/Ser.C/78-1, dt. 06-04-1978.
 2. Hon'ble High Courts' ROC. No. 128/2016-C-3, dt. 22-01-2016.
 3. Hon'ble High Courts' ROC. No. 77/2021-C-3, dt. 26-06-2021.

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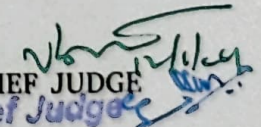
In compliance to the Instruction of the Hon'ble High Court for the State of Telangana vide references 2nd and 3rd cited above, all the Judicial Officers in this Unit are hereby directed to communicate the copy of the Government Memo under reference 1st cited by downloading the same from the Official Website of this Unit on all the employees working in this Unit including newly appointed with regard to the procedure to be followed by the Government Employees to pursue further studies (by way of correspondence course).

Further all the Judicial Officers are directed to obtain the proper acknowledgment from each employee and also make necessary entry in their Service Registers acknowledging the receipt/communication of the said Memo and submit the compliance to this Office on or before 22-01-2024.

Any deviation to this Circular instructions will be viewed seriously.

To

1. All the Judicial Officers in this Unit.
 2. The Court Manager, City Small Causes Court, Hyderabad
(to direct the concerned to upload the same in the Official Website of this Unit)
 3. The Senior Superintendent, Accounts Section, CSCC, Hyderabad. (for compliance)
- + Spare.,


CHIEF JUDGE
Chief Judge
City Small Causes Court
Hyderabad-T.S.

MT. K. SUJANA
REGISTRAR (ADMN.)



HYDERABAD
Dt. 26-06-2021

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ROC.No.77/2021-C - 3

To

All the Principal District Judges/Unit Heads.

Sir/Madam,

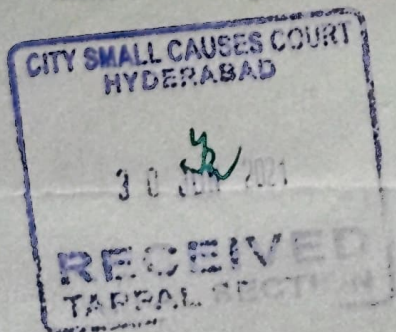
Sub:- A. P. Civil Services (Conduct) Rules – Instructions issued by the Government requiring to obtain prior permission to pursue further studies (by way of correspondence course) by the Government Employees – Communicated – Further instructions issued – Regarding.

- Ref:-**
1. Government Memo No.609/Ser-C/78-1, General Administration (Ser.C) Department, dt. 6-4-1978.
 2. High Court's Endt.ROC.No.3312/78.C.5, dt. 21-04-1978, Communicating Government Memo to all the District Judges / Unit Heads.
 3. High Court's Order dt.30-12-2015 in W.P.No.30688/2013 on the file of the High Court of Judicature, Hyderabad.
 4. High Court's letter in ROC.No.128/2016-C.3, dt.22-01-2016, addressed to all the District Judges/Unit Heads.

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Kind attention is invited to the references cited on the subject matter.

It has been noticed that, though the High Court under reference 4th cited, while enclosing copy of the Government Memo 1st cited requested all the District Judges/Unit Heads of the State to communicate the same among the Officers and Staff Members working under your control and invariably obtain proper acknowledgment from each of the staff members separately including name and designation of the staff member and date of receiving copy of



Amud 753/21
30/6/21

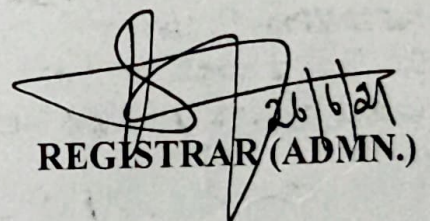
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Government Memo etc., and submit compliance report in the matter and also requested to take suitable steps in communicating the above Government Memo to all the Officers and Staff, future appointees of their respective units, it appears that some of the staff members in the Subordinate Judiciary are unaware of the said Government Memo regarding obtaining prior permission for pursuit of further studies by the Government Employees.

In that context, I am directed to re-communicate the High Court's letter 4th cited above and reiterates the instructions issued in the said High Court's letter and requests all the Principal District Judges/Unit Heads to comply the instructions issued therein and take steps to make awareness among the staff members/ officers under their control.

Further, all the Principal District Judges/Unit Heads are requested to submit compliance report as per the instructions issued under 4th cited above without fail.

Yours faithfully,


26/6/21
REGISTRAR (ADMN.)



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D. NAGARJUN
REGISTRAR (ADMN.)

HYDERABAD
Dt. 22 -01-2016

ROC.No. 128/2016-C - 3

To

All the District Judges/Unit Heads.

Sir/Madam,

Sub:- A. P. Civil Services (Conduct) Rules – Instructions issued by the Government requiring to obtain prior permission to pursue further studies (by way of correspondence course) by the Government Employees – Communicated – Further instructions issued - Regarding.

- Ref:-** 1. Government Memo No.609/Ser-C/78-1, General Administration (Ser.C) Department, dt. 6-4-1978.
2. High Court's Endt.ROC.No.3312/78.C.5, dt. 21-04-1978, Communicating Government Memo. to all the District Judges / Unit Heads.
3. High Court's Order dt.30-12-2015 in W.P.No.30688/2013 on the file of the High Court of Judicature, Hyderabad.

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Kind attention is invited to the references cited on the subject matter.

I am to state that the Government under its Memo. 1st cited issued certain instructions in the matter of according permissions to pursue further studies by the Government Employees and the said Government Memo was communicated to all the District Judges/Unit Heads under 2nd cited.

It has been noticed that some of the staff members of subordinate Judiciary are pursuing their further studies without obtaining proper permission from the higher authorities.

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I am to further state that the High Court while disposing of W.P.No.30688/2013, filed on the subject matter observed as follows:

“xxx xxx xxx xxx xxx”

We can hope that the authorities concerned take steps forthwith to communicate a copy of memo No. 609/Ser.C/78-1, dt. 06-04-1978 to all the employees working in their respective Units.

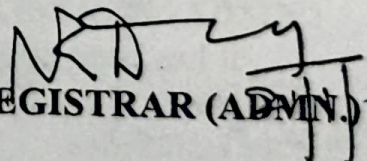
“xxx xxx xxx xxx xxx”

In the light of the above said observations and also having kept in view of the past experience, it is expedient to make aware the staff members of obtaining prior permission for pursuit of further studies by them.

Therefore, I am to enclose herewith copy of the Government Memo 1st cited and to request you to communicate the same among the Officers and Staff Members working under your control and invariably obtain proper acknowledgment from each of the staff members separately including name and designation of the staff member and date of receiving copy of Government Memo etc. and submit compliance report in the matter.

Further, you are also requested to take suitable steps in communicating the above Government Memo to all the Officers and Staff future appointees of your unit.

Yours faithfully,


REGISTRAR (ADMIN.) Hb

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GOVERNMENT OF ANDHRA PRADESH
GENERAL ADMINISTRATION (SERVICES. C) DEPARTMENT.
Memorandum No. 609/Ser. C/78 -1 Dated 6-4-1978.

Sub: A. P. Civil Services (Conduct) Rules, - permission to join evening colleges - Further instructions Issued.

- Ref: 1. U.O. Note No. 434/57-1, G. A. (Ser. C) Dept., dated 16-5-1957.
2. Memo. No. 2209/Ser. C/73 -1 G. A. (Ser. C) Dept., Dt. 7-1-74.
- ...

According to the orders contained in the U.O. Note cited, Government servants may join evening colleges by obtaining the permission of the Heads of Departments in the case of non-gazetted officers and of the Government in case of gazetted officers. In the Memo. cited, powers have been delegated to all Heads of Departments to permit the gazetted officers working under them to join evening colleges, subject to the condition that this should not, in any way, interfere with or be detrimental to the discharge of their official duties.

2. It has been brought to the notice of the Government that some Universities have started correspondence courses for the degree course and joining the colleges is not necessary for these courses. The question whether prior permission of the Government or other competent authorities, as for regular evening classes, is necessary in respect of Government employees who intend pursuing these study courses has been examined by the Government. In order to enable the competent authorities to stipulate the condition that the pursuit of the study course (By correspondence) does not in any way interfere with the official duties of the Government servants, the Government have decided that prior permission of Government or the Heads of Departments, as the case may be, is necessary in such cases also. The Heads of Departments and Departments of Secretariat are requested to bring this to the notice of all Government servants under their control.

N. Raghava,
Secretary to Government.

HIGH COURT OF ANDHRA PRADESH AT HYDERABAD.
Encl. Rec. No. 3312/78 C.5 Dt. 21-4-1978.
Communicated.

Sd. T. Suryanarayana Murthy,
Asst. Registrar.

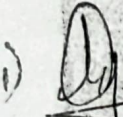
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K. Sambasiva Rao
SECTION OFFICER.

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To
All District Judges.
The Chief Judge, City Civil Court, Hyderabad.
The Chief Judge, City Small Causes Court, Hyderabad.
The Metropolitan Sessions Judge, Hyderabad.
The Adml. Metropolitan Sessions Judge, Hyderabad.
All Law Officers.
All Chairmen, Land Reforms Appellate Tribunals in A. P.,
The Chairman, Tribunal for Disciplinary Proceedings, Hyd.
All Heads of Sections in High Court (for circulation among
the members of the staff).
The Section Officer, Estt., Section, High Court.

Spare... 5 copies.


(to. M. S. (copy))