ORISSA AT(CONDITIONS OF SERVICE OF CHAIRMAN AND VICE-CHAIRMAN AND MEMBERS) RULES 1986

)-72 REGISTERED No. D. (D.N.).IZ Che Gazette of *dig 339] No. 339] EXTRAORDINARY PART U—Sccdon (i) PUBLISHED BY AUTHORITY 4, 13, 1'08 NEW DELHI, FRIDAY, jULY i, 1986fASHADHA 13, 1908 S'eparate Paging is given to this in order that it may be med as sqnrate compiladon f*qFT) 4 1986 dTXT.ü. 934(q) gfufizrq, 1985 (1985 FT 13) 4 (2) 14 3 (T) OIT I MINISTRY OF PERSONNEL, PUBLIC GRIE- VANCES- 84 PENSIONS (Department of Personnel & Trading) New Delhi, the 4th July, 1986 NOTIFICATIONS G.S.R. exercise of the powers con- ferred bv sub-section (2)' of section 4 of the Ad- 1985), ministrative Tribunals Act, 1985 (13 of the Central Government on receipt of a request in 504 GI/86—1 this behalf from the Government of Orissa, hereby establishes the Orissa Administrative Tribunal with effect from the 14th July, 1986. which shall bé the 'appointed day' within the meaning of clause (c) of section 3 of the Act. [No. A. 1101915186-AT.] 935(") 1985 (1985 13) 35 (2)) 1986 # I (T) 1985 (1985 13) t; "q•fäT0Tl' t 2 THE GAZETTE OF INDIA qqt nfg. wr q•rq I q-r frfir OTT f5q•r t, (2) (1) no:rzf (ii) g. qtr (ii) OTT ; (iii) (iv) EXTRAORDINARY [PART II—SEC. 3(i)] (2) mrå, (ii) t q'r qtt (ii) 9 (2) Afk 3,500 qfäM 10. arr fig 3(i)] (grrr R), 1956 it 3,000 12. QT t mfiqf«, 1.3. ««rü 14. 15. qi) 1954 16. Afer€ßT att t, qTt:VPr 17. zrr 1)185-g.tr.] G.S.R 935 (E) .—ln exercise of the powers con- ferred by clause (c) of sub-section (2) of section 35 ot the Administrative Tribunals Act, 1985 (13 of 1985), the Central GoVernment hereby makes the föllowing rules, Namely These 1. Short title and commencement. rules may be Ql.led the Orissa Adrninistrative Tri- bunnl (Salaries and Allowances and Conditions of Service of Chairrnan and Memers) Rules, 1986. 3 (2) They shall come into force on the date Qt their publication in the offcial Gazette

2. Definitions.—ln these rules, unless Che con- text otherwise requires : (a) (b) (c) (d) "Act" means the Adninistrative Tribunals A2t, 1985 (13 of 1985); 'Government' means the Government of Orissa; 'Tribunal' mean8 the Orissa Adminis- trative Tribunal; the words and cxpressions used in theso rules and not defined, but defined in the Act shall have the meanings respectively assigned to them in the Act

3. Pay.—(l) The Chairman shall receive a pay of rupees three thousand five hundred plus a special pay of rupees two hundred fifty per mensem. A Member shall receive a pay of rupees three thousand per mensem . Provided that in the case of an appointment as Chairman, or a Member of a person who has re- tired as a judge of a High Court or who has tired from service under the Central Government or a State Government and who is in receipt of or has received or has become entitled to receive any retirement benefits by way of pension andlor gratuity, employer's contribution to the Con 'but- ory Provident Fund or other forms of reti ent benefits, the aforementioned pay shall be reduced by the gross amount of pension md pension equi- valent of gratuity or employer's contribution to the Contributory Provident Fund or any other form of retirement benefits, if any, drawn or to be drawn by him

4. Dearness allowance and city compensatory allowance .—The Chairman and Member shall re- ceive dearness allowance and city compensatory al- lowance appropriatc to their pay at the rates admissi- ble Co the Offcers of the Central Government draw- ing a pay of rupees three thousand or above

5. Retirenfent from parent service on appoint- ment as Members :—(1) The Chairman or a Mem- ber who, on the date of his appointment to the Tri- bunal, was in service under the Central Government or a State Government, shall seek retirement from such service before his appointment to the Tribunal. In the case of a sitting Judge of a High Court who is appointed as Chairrnan his service in the Tri- bunal shall be tiéated as actual service within tho meaning of para 11 (b) (i) of -part 'D' of the Second Schedule to the Constitution. (2) On such ietirement as is Drovided for in sub-rule (1), the (i) shall be gratuity relating able to Chairman, of a Member • entitled to receive pension and in accordance with the rule8 to the *etirement benefits åpplic- him. 4 GAZETTE OF mDIA • ExTRAORDINARY (PART 11--sec. 3(i)] (ii) shall not be alowed to carry forward his earned leave but shall be entitled to receive cash equivalent to leave salary, if any, in accrodance with the rules applicable to him piior to retirement. 6. 1) A person, on appointment to the Tribunal as Chairman or a - Member shan be en- titled to leave as follows . (i) earned _ leave at the rate of fifteen days for every completeg year of service or a part thereof; (ii) half pay leave on medical certificate or on private @ffairs at ihe rate of twenty days in respect of eagh completed year of ser- vice.

The leave salary for halt pay leave shall be equivalent t? half of the leave salary admissible during -the earned leave; (iii) leg_V9 on half pay can be commuted to full pay leave at the discretion of the individual provided it Is taken on medical grounds and is supported by a medical cert.ificate from the conipetent medical authority; (iv) leave without pay and allow- ances upto a maximum period of one hundred eighty days In one term of offce. (2) If the Chairman or a Member is unable to enjoy full vacation on accoünt of his occupation wit he Tribunal he sha.ll be - entitled to add the unen oyed period of vacation to the leav'e account. Explanation.—For the purpose of this sub-rule, "vacation" means vacation of thirty days in each calendar year observed by the Tribunal. (13) On thc expiry of his torm of omcc in the Tribunal, the Chairman or a Member shall be en- titled to receive cash equivalent of leave salary in respective of the earned leave standing to his credit provided that the quantum of leave encashed under this sub-rule and sub-rude (i) (ii) of rule 5 shall not exceed 180 days. (4) The Chairman and Members shall be en- titled to receive the dearness allowance on the leave salary under sub-rule (3) as admissible at the rates in force on the date of the relinquishment of the offce in the Tribunal; Provided that he shall not be entitled for the city compensatory allowance- or any other allow- ance on such leave salary

7. Leave sanctioning Chairman shall be the authority competent to sanction leave to the Member. The President shall be the authority competent to sanction leave to the Chairman. 8, Pension.—(l) Every person appointed to the Trmunal as the Chairman or a Member shall be entitled to pension provided that no such pension shall be payable : (i) if he has put in less than two years of service with the Tribunal or (ii) if he has been removed from an omce in sub-section (2) of the Tribunal under Section 9 of the Act. (2) Pension under sub-rule (I) shall be cal- eulated at the rate of rupes seven hundred per annum Tor each completed year of service or a part thereof and irrespective of the number of years of service in the Tribunal, the maximum amount of pension shall not exceéd rupees thiee thousand five hundred per annum. Provided that the aggregate amount of pension payable under this rule -together with the amount of any pension including corymuted portion of pen- Sion (if -any), drawn or entitled to be drawn while holding office in the Tribunal shall not exceed the maximum amount of pension prescrffed for a judge of the High Court

9. Provident Futui.—nw Chairman or a Member shall be entitled to subscribe to the Provident Fund at this option and in case of his so opting 'hall be governed by the provisions of the All India Services (Provident Fund) Rules. Provided that if the Chairma•n or a Member wag a Judge of a High Court or was a Member of an All India Service or was holding a post under the Cent- ral or a State Government immediately before his joining the Tribunal, he shall be governed by rules which were applicable to him immediately be- fore joining the Tribunal

10. Travelling Allowances : The Chairman or other Member while on tour or on transfer (including the journey undertaken to join the Tribunal or on the expiry of his term with the Tribunal to proceed to his home town) shall be entitled to the travelling allow- ance, daily allowance, transportation of personal ef- fects and other similar matters at the same scales and at the same rates as are prescribed in the High Court Judges (Travelling Allowances) Rules, 1956

11. Leave Travel Concession: Ihe Chairman or a Member shall be entitled to the leave travel conces- Sion at the same rates a'nd the same scales and on the same conditions as are applicable to the Members of the All India Services drawing pay of Rupees three thousand or above

12. Accommåda'tion: (1) Every person appointed to the Tribunal as Chairman or a Member shall be entitled to the use of official residence from the ap- propriate type, subject to availability, on the payment of licence fee at the rates prescribed by Government, from time to time.(2) When the Chairman oi a Member is not provid- ed Vith or does not avail himself of the ofieial res- dence referred to in sub-rule (1), he may be paid month an allowance of an amount equal to fifteen percent OE his pay. 3(i)] (3) Where the Chairman -or a Member occupies an oiÄcia1 residence Cbeyound the permisible penod he shill be liable to pay additional licence fee or penal rent, as the case may be, and liable to eviction in ac- cordance with the rules of the Government

13. Faclity of conveyance : The Chairman and a Member shall be entitled to the facility of staff car in accordance with the Staff car Rules of the Govern- ment

14. Facilities for Medical Treatment: Chair- man or a Member shall be entitled to medical treat- ment and hospital facilities a's are admissible to an oficer of the corresponding status in salary in the Government

15. Conditions of service of sitting jt.ges of the High Court appointed as Chairman notwithstanding anything contained in these rules, where a' sitting judge of High Court is appointed as the Chairman of the Tribunal, the service conditions as contained in the High Court Judges (Conditions of Service) Act, 1954 and the rules made thereunder shall apply to him, upto the date of his superannuation as sitting judge of the High Court. Thereafter he shall be gov- erned by these rules for the remaining period of his tenture as Chairman

16. Residuery provision: The conditions of service of the Chairman OT a Member for which no expres provision is available in these rules shall deter- mined by the rules and orders for the time being ap- plicable to Offcers of corresponding pay levels be- longing to the Indian Administrative Service

17. PoWers to relax rules: The Central Government shall have power to relax the provisions of any of these rules in respect of any class or categories of persons.[NO. A. 11019142 936(q) 1985 (1985 13) 36 (2) mfr oqf< (&T) 1986 (5) 1985 (1985M 13) 1961 (1981 25) (q) 19 (B) (K) (t) (3) 19 1981 (1961 25) 26 'GRT" h; u•rqr 29 (1) 3. 4. (1) crqa•T (2) (3) (4) qri« 1 6 OF : *Irr 15 fQT I 19 Mr 21- (t EXTRAORDNARY (ii) (iii) (2) (3) [PART 11—-SEC. 3(1)] q•tq qfQITPm I 11. (2) (3) (4) (6) (ii) 51- (ii) fw 7 (ii) fqur , (iii) 13. wr 14

15. Rzr:—(2) (2) fig If Q, qvt «fir« wq•r fq•« gfa«vr Rtf qrg 18. 19. Üq•r 20. afiv?i fxqsri 21. a2. 8 23. THE GAZEITE OF INDIA EXTRAORDINARY [PART 11—SEC. 24. : 25. Q; ag, 10.00 5.00 O, 3.30 26. (t• 10.30 1.00 2.00 4.00 27. rii 28. : (i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x) (xi) (xii) 29. 30, 31. (i) fig ftq t, ftv: ffi • ZTGif ft-fä q•rq (ii) äT7T (iii) 5. 9 1985* 21 qft- 4 Qfin) 1985 19 (iv) TIAT 504 GI/86 2, fär! : (qtt fig : 8-F7fQ I 3TTfrå tfä 11- . 12- Fr föqrq-r THE GAZETTE (24 (ii) (v) (vi) frfäq (vii) t- frTfz'Ttl RfRTfzTt OF INDIA . EXTRAORDINARY [PART IT—SEC. 3 (2) They shall come into force on the date of theit publication in the official Gazet{e. .—.ln these rules, unless thc contcit- 2. Definitions otherwise requires (a) (b) (c) (d) (e) (f) (g) (h) (i) (k) (1) "Act" means the Tribunals Act, 1985 (13 of 1985); "Advocate" means an advocate entered in R'ny roll under the provisions of the Advo- cates Act, 1961 (25 of 1961) ; "Agent" means a person duly authorised by a party to present an application or reply on its behalf bcfote the Tribunal "Applicant" means a' person Inaking an ap- plica-tion to the Tribunal under section 19; "Application" means an application made to the Tribunal under section 19 "Forrn" means the Form annexed to these ruleé • "Sta'te Government" means thc Government of Orissa; "Legal practitioner" shall have the same meaning as is assigned to it in thc Advo- cates - Act, 1961 (25 of 1961) "Registrar" means the Registrar of the Tri- bunal and includes any officer to whom the powers and functions of the Registrar may be delegated under clause (2) of rule 27 ; "Section" means a section of the Act . "Transferred application" means thc suit or other proceeding which has been transfer- red to the Tribunal under sub-section (I) of section 29 ; "Tribunal" means the Orissa Administrative Tribuial established under sub-section (2) of section 4. «rmT (tfr G.S.R. 936(E).—In exercise of the powen confer- sub-section red by clauses (d), (e) and (f) of of section 35 and clause (c) of Section 36 of the Administrative Tribunals Act, 1985 (13 of 1985), tho Central Government hereby makes the following rules, namely:— 1, Short title and These rules may be called the Orissa' Administrative Tribunal (Procedure) Rules, 1986

3. Languå@e of the Tribunal : (1) The language of the Tribunal shall be English ; Provided that the parties to a proceeding before the Tribunål fnay file documents drawn up in Oriya, if they so desire , Provided further that a Bench may in its discretion, permit the use of Oriya in the proceedings. However, the final order shall be in English

Form 1 arinexed to these rules by the applicant in person or by an agent or by n duly authorised advocate, to the Registrar or any other offcer authorised by the Rc- gistrar to receive a'pplications or sent by registcred post with acknowledgement due addressed to the Registrar.(2) The application under sub-rule (1) shall pre- sented in three complete sets in a paper-book form along with one empty file size envclopc bearing full address of the respondent. Where the number of rés- pondents is more than one, a's many extra copies of the application in paper form as the number of respondent together with required number of empty 3(i)] file size-envelopes bearing the full address of each res- pondent shall bc furnished by the applicant. (3) The applicant may attach to and present with! his application a receipt slips as in Form No. 1 which shall be signed by the Registrar or the officer receiv- ing the applications on behalf of the Regstrar in ace knowledgement of the receipt of the application. (4) Notwithstanding anything contained in sub rules (l), (2) and (3), the Tribunal may permit:— (a) more than one person to join together and file a single application if it is satisfied, hav- ing regard to the cause of action and the nature of irelef prayed for, that they have the same interest in the service matter or (b) an Association representing the persons desirous of joining in a single application provided, however, that thc application shall disclose the names of all the persons on whose behalf it has bccn filed

5. Presentation and scrutiny of applications.— (1) 'Ehe Registrar, or the ollieer authorised by the Registrar shall endorse on every application the date on which it is presented or deemed to havc been presented under that rule and shall sign the endorse- ment. (2) If, on scrutiny, the application is found to be in order, it shall be duly registered and given a serial number. (3) If the application, on scrutiny, is found to be defective and the defect noticed is formal in nature, the Registrar may allow the party to rectify the same in his presence, and it the said defect is not formal in nature, thc Registrar may allow the appli- cant such time to rectify the defect as he may deem fit. (4) If the applicant fails to rectify the defect within the time allowed under sub-rule (3), the Registrar may, by order and for reasons to bc recorded in writing, decline to register the application. (5) An appeal against the order of the Registrar under sub-rule (4) shall be made within 15 days of the making of such order to the Tribunal whose deci- Sion thereon shall be final

6. Place of filing application.—The application shall be filed by the applicant with the Registrar

7. Application fee.—Every app'lication filed with the Registrar shall be accompanied by a fee of Rs. 501- (Rupees fifty) only which shall be paid in court fee stamps amxed on the application. Provided that where the Tribunal permits a single application to be filed, either by more than one person or by an Association, the fee payable shall be Rs. 501- (Rupees fifty) only

8. Contents of Every application filed under rule 4- shall set forth concisely under distinct heads, the grcnmds for such application, Such shnll be numbered consecutively and typed In double space.11 (2) It shall not be necessary to present a separate application to seek an interim order or direction if the application contains a prayer seeking an interim order or direction pending final disposal of the application. (3) An application may, subsequent to the filing of application under section 19 of tbc Act, apply for an Interim order direction. Such application shall, as far as possible, be in the samc torm as is prescribed fer an application under section 19 and shall bc accompanied by n fee of Rs. 2;- (Rupees two only) which shall be payable in court fee stamps affixed on such åpplicati(.ja

9. Paper book, etc. Io accompany the application..— (I) Every shall be accompanied by a paper book . contain;ng : (i) an attested true copy of the order against which the application has been filed ; (ii) copies of the documcnts relied upon by the applicant and referred to in thc ebl)lication ; and (iii) an index of documents. (2) The documents referred to in sub-rule (1) may be attested by an advoca•e or by a Gazetted Offcer. (3) Where an Application is filed by an agent, documents authorising him to act as such agent shall also be appended to the application : Provided that whetc an application is filed Fy an advocate, it shall be by a duly executed 'vakalatnama'. IO. Plural rclnedies.—-An application be based upon a single causc of action and may seek one or more reliefs provided they arc consequential to one anothcr

11. Service of notice of application on the res- pondents.—(l) A copv of the application In tl'le •paper book shall ordinarily bc scrved on each of the respondents by the Registrar in one of the following modes : —- (i) hand delivery (dasti) through the appli- cant or through a process serVer; or (ii) through registe,-ccl post with acknowlcdge- ment due. (2) Notwithstanding anything contained in sub- rule (1), the Registrar may, taking into account the number of respondent'S and Lheir places of residence or work and other circomstances, direct that notice the application shall be served upon respon- dents in any other manner

including any manner of substituted service, as iz appear to the Registrar just and convenient. (3) Every applicant shall pay a fee for the service or execution of processes, in respect of an applica- 12 THE GAZE1TE OF . EXTRA0RDINARY [PART [I—SEC. tion where the uumber of respondents exceeds five, as under each (i) a sum of Rs. 5 (Rupees live) for respondent in excess five respondents ; or (ii) where service is such manner as the Registrar i.nay direct under sub (2), a exceed,ng, the actual sum not incurred in effecting thc servi,e ;-aoy determinvd by the R egistrar. (4) The fee Eor the service execution cesses under sub-rule (3) shall be remitted by the applicant in the form of court fee stamps. (5) Notwithstanding anything contained in sub- rules (1), (2), (3) arid (4), If the Tribunal is satis- fled that it is not yeasonably practicable to notice of application upon all thc respondents, it Inay for reasons to bc recorded in writing, direct that the application shall be heard notwithstanding that somc of the respondent's have not been served with notice of thc application, provided that no application shall be heard unless:— (i) notice of the application has becn scrvcd on the Government, if Governmcnt is respondent ; (ii) notice of the application has been served on the -authority which passed the order against which the application has been filed; and (iii) the Tribunal is satisficd that the interests of thc respondents on whom notice of the alpplication has not been served are ade- quately and suilicient]y represented by thc respondents on whom notice cf thc applica- tion has been served

12. Filing of reply and other docA1cnts by thc respondent.—(l) The respondent shall file three complete sets conlai'Aing thc reply to the application alongwith thc documents relied upon bü bim, in a paper book form, with the R•æistrar within one month of -thc date of service of the 110tice of the application on him. (2) The respondent shall also serve 'a copy of the reply along Hith copies of documents as mentioncd in sub-rule (1) on thc applicant or his advocate, If any, and file proof of sueh service with Registrar. The Tribunal may, on application by thc respondent, allow lil-ina of the reply after expiry of thc ictied of onc month

13. Dato and place of hearing to be notified.— Registrar shall notify to the parties the date and thc place of hcaring of thc application

14. Sittings of the Tribunal—The Tribunal shall ordinarily hold its sittings at Bhubaneswar. Provided that, it ai any lime, the Chairjnan of tile Tribunal is satisficd that circnjnstanccs exist which render it necessary to have sittings of the Tribunal at any place other Ikan Bhubaneswar, thc Chairman may direct to hold the sittings at any such appro- priate place

15. Decision on a-ribunal shall draw up a calendar for the hearing of transferred cases and as far as possible hear and dccide the cases according to the calendar.(2) Evel y application shall be heard and decided, as far as possible, within six months uf thc date of its presentation. sub-rules (l) and (2), the (3) For purposes oi Tribunal shall have the power to decline an adjouhL- mcnt and to limit the ume for oral arguments

16. Action on application for applicant's default.— (I) Where on _the date fixed fol hegring of the ap'plication or on auy other date to' which such hearing may be adjourned, thc applicant does not appear when thp application is called on for hearing, the Tribunal may, in its discretion, either dismiss the applicat'ion for default or hear and decide it on merit. (2) Where an application has becli dlsmis,scd for default and the appli appears afterwords and satisfied the Tribunal tha' there was sufficient cause for his non-appearnace when the application was called oRTor hearing, the Tribunal shall make an order setting aside the order dismissing the applica- tion and restore the same

17. Hearing on application ex-parte.(1) Whcre on the date fixed ator hearing the application or on any other datc to - which such hearing Inay be adjourned, the applicant appears and the respondent does not appcaf when the application is called on for hearing, thc Tribunal may, in its discretion, adjourn or hear and dccidc thc application ex-parte. (2) Where an application has been heard ex-parte against a respondent or respondents, such respondent or respondents may apply to the Tribunal for an order to set it aside and if such respondent or res- pondents safisfy the Tribunal that the notice was not duly served, or that he or they were prevented by any sufficient cause from appearing when the application was called on for hearing, - the Tribunal may makc an order setting aside the ex-parte hear- ino as against him or them upon such terms 'as it thinks fit, and shall appoint a day for proceeding with the application . Provided that where the ex-partc hearing of, the application is of such nature that it cannot be set aside as against one respondent only, it may be set aside as against all or any of the other respondents also . Provided further that Tribunal

shall not set a'side ex-parte heåring of an application merely On the grouhd that there has been an irregularity in the service of notice, if it is satisfied that the respondent had notice of the date of hearing and had sufficient time to appear pand answer the applicant's claim

18. Adjournment of application.—The Tribunal Inay on such terms as it deems fit and at any stage IL--«g 3(i)] of the proceedings adjourn thc hearing of the appli- cation

19. Order to be signed and dated.—Every order of lhe Tribunal shall be in writing and *hall • be signed and dated by the Members constituting the Bench concerned

20. Publication of orders.—Such of the orders of the Tribunal as are deemed fit for publication in any authoritative report or the press Inay be released for such publication on such terms and conditions as the Tribunal may lay down

21. Communication of ordcrs to parties.—Every order passed on an application shall be communicated either in to the applican_t a•nd to the respondent person or by registered post free of cost

22. No fee for inspection of records.—No fee shall be charged for inspecting the records of a pending application by a party thereto

23. Ordcrs and directions in certain cases.-—The Tribuna} may make such orders or give such direc-Lions as may bc necessary or expedient to give effect or in relation to its orders or to prevent abuse of its process or to secure the ends of justice

24. Registration of legal practitioner's (l) A clerk employed by a legal practitioner and permitted as such to have access to the records and to obtain copies of thc orders of the Tribunal in which the legal practi- tioner ordinarily practices shall be known as a "registered clcrk".(2) A legal practitioner destrous of registering his clerk shall make en application to the Registrar in

Form 2. (3) A legal practitioner shall have at time not more than two registered clerks unless the Registrar by general or special order othcr- wise permits. (4) A register of all the registered clerks shall, be maintained in the oflice of the Registrar and after registration of the clerk, the Re- gistrar shall direct the issue of an identity card to him which shall be non transferable and shall be produced by the holder upon request by an offcer or any other emplpyee ot the Tribunal (5) The identity card mentioned in sub-rule (4) Sha]] be issued under the signatures of the Deputy Registrar of thc Tribunal. (6) Whenever a legal practitioner ceases to em- ploy a registered clerk, he shall notify the fact at once to the Registrar by means of a letter enclosing therewith the identity card issued to his clerk and on li)ceipt ot' such letter the name of the said registered clerk shall be struck off from the register

25. Working hours of the Tribunal.—Except on sundays a'nd other public holidays, the offices of the 13 Tribunal shall, subject ' to any order made by the Chairman, remain open daily from 10.00 a.m. to 5.00 p.m. but no work, unless it is of an urgent nature, shall be admitted after 3.30 p.m. on any work- ing day

26. Sitting hours of the Tribunal—The sitting hours of the Tribunal (including a vacation Bench) Sha-Il ordinarily be from 10.30 a.m. to 1.00 p.m. and 2.00 p.m. t'0 4.(X) p.m. subject to any order made bv the Chairman

27. Powers and functions of Lhe Registrar (1) (2) (3) The Registrar shall have the custody of the records of the Tribunal and shall exercise such other functions as may be assigned to him under these rules or by the Chairman. The Registrar may, with the approval of the Chairman, delegate to the Deputy Regis- trar any functions required by these rules to be exercised by the Registrar. in the absence of the Registrar, the Deputy Registrar or any other officer of thc Tri- bunal authoriscd in writing by the Chair- man in this behalf may perform or exercise all or any of the functions and powers of the Registrar. (4) The Registrar shall keep in his custody the 6HiciaI seal of the Tribunal. (5) The Registrar shall, subject to any general or special direction by the Chairman, afix the omcial seal of the Tribunal on any order, notice or other process. (6) Thc Registrar shall have the power to autho- rise in writing the amxing of the seal of the Tribunal on a certified copy of any order of thc Tribunal

28. Additional powers and duties of' In addition to the powers conferred elsewhere in these rules, the Registrar shall have the following powers and duties subject Io any genera] or special order of the Chairman namely (i) (ii) (iii) (iv) (v) (vi) (vii) to receive all application and other docu- ments including transferrcd applications; to decide all questions arising out of the scrutiny of the applications before they alre registered; to require any application presented - to the Tribunal to be amended in accordance with the Act and the rules; subject to the directions of the Tribunal to fix dates of hearing of the applications or other proceedings and issue notices thereof' to direct any formal amendment of records; to order grant ot copies ot documents to parties to the proceedino; to dispose of all matters relating to the sen,ice of noti• or other processes, appli- 14 THE GAZETTE OF cations for the issue of fresh notices extending the time thergfor.INDIA . or for EXTRAORDNARY [PART 11--SEC. (ix) to requisition records from the custody of any court or other authority; (x) to receive applications for the substitution of legal representatives of the deceased parties, during the pendency of the appli- cation; (xi) to receive and dispose of applications for substitution, except where the substitution would involve setting aside an order or abatement; and (xii) to receive and dispose of application by parties for return of documents

29. Seal and emblem.—The official seal and emblem of the Tribunal shall be such as the Govern- ment may specify

30. Dress for the Members and Staft of the Tribu- nal.—The dress for the Members of the Tribunal (including Chairman) and menibers of the staff of the Tribunal shall be such as the Chairman may specify

31. Dress for the parties.--A legal practitioner or, as the case may be, a presenting offcer shall appear before the Tribunal in his professional dress if any, and if there is no such dress . (i) if a male, in a closed collared coat or in an open collared coat with white shirt, trousers and a tie; (ii) if a female, in ar saree or in any other dress in where or any other light colour. [No. P. G. LELE, Director.

FORM 1 (See rule 4) APPLICATION UNDER SECTION 19 OF THE ACT,1960 ADMINISTRATIVE TRIBUNALS For use in Tribunals's Offce DATE OF FLING— OR DATE OF RECEIPT BY POST REGISTRATION NO. SIGNATURE REGISTRAR IN THE ORISSA ADMINISTRATIVE TRIBUNAL c BETWEEN B APPLICANT AND RESPONDENT DETAILS OF APPLICATION

1. Particulars of the applicant :—(i) Name of the applicant (ii) Name of FatherlHusba'nd (iii) Designation and office in which omploycd (iv) Offce Address (v) Address for service of all notice 2. Particulars of the respondent : (i) Name andlor designation of thc respondent (ii) Offce address of the respondent (iii) Address for service of all notices 3. Particulars of the Order against which gppli- cation is made The application is against the following order : (i) Order No. (iii) Pa'ssed by (iv) Subject in brief 4. Jurisdiction of the Tribunal . Tho applicant declares that the subject matter of the order against which he. wants redressal is within the jurisdiction of the Tribunal

5. Limitation . The a'pplicant further declares that the applica- tion is within the limitation prescribed in section 21 of the Administrative Tribunals Act, 1985

6. Facts of the case . The facts of the case are given below : (Give here a concise statement of facts in a choronological order, each paragrdph con- taining as nearly as possible a separate issue, fact or otherwise). If—vs 3(i)] I. Relief(s) sought In view of the facts mentioned in para 6 above, the following the applicant prays for relief(s) . [Specify below the relief(s) sought explaining the ground for the relief(s) and the legal provisions (if any) erlicd upon]

8. Interim order, if prayed for . Pending final decision on the application, the applicant sceks issue of the following in- terim order (Givt here the nature of the interim order prayed for with reasons)

9. Details of the remedies exhausted : The applicant declares that he has availed of all the remedies available to him under the vant service rules, etc.(Give here choronologically the details of presentations made and the outcome of such representations)

10. Matter not pending with any other court, etc.— The applicant further declares that the matter regarding which this application has been made is not pending before any court ot law or any other authority or has not been re- jected by any court of law or other authority

11. Details of Iridex . An index in duplicate containing thc details of the documents to be relied upon is enclos- ed. 15 12. List of . Verification . ot the applicant's Slo, Dlo, working as resident of hereby verify that the contents from I to 13 are truc !o my personal and belief And that I have not suppressed any material facts. Place . Date . To The Registrar, Signature of applicant Orissa Administrative Tribunal Bhubaneswar. RECEIPT SLIP Receipt of the application filed in the Orissa Administrative Tribunal, Bhubaneswar by ShrilSmt. Department of residing at acknowledged. SEAL Working as— is hereby for Registrar Orissa Administrative Tribunal Shimla PRINTED BY THE MANAGER, GOVT. OF INDIA PRESS. RING ROAn, NEW DELHI-110064 AND BY THE [ROLLER PUBLICATIONS, DELHI-I [0054, 1986