

GE functions

At Present the Gazetted Entitlement work in this office has been divided into four sections.

GE I & II Section maintains Broadsheet of long term loans & Advances to IAS, IPS, HJS, Class I officer of PCS (Ex) UP Judiciary, U.P. Finance & Account Service- Interest Calculation & No dues certificate are also issued.

GE(H) section is entrusted the following work

1-Authorisation of Pay & Allowances of High Court Judges. The required document are forwarded by the High Court which include

<u>Occasion</u>	<u>Documents required</u>
1. First appointment as High as High Court Judge.	1. Notification of appointment 2. Certificate of assumption of charge of the post. 3. Declaration regarding rent free official residence, staff car, date of birth and Father name and specimen Signature.
(ii) Promotion High Court Judge to Chief Justice of High Court.	1. Formal Notification of appointment 2. Certificate of assumption of charge of the post.
(iii) Whenever there is change of any kind in emolument.	1. Order regarding effecting rates.
(iv) Transferred from other Account circle.	1. Service documents from the previous account circle i.e. counter signed last pay certificate statement of service and leave account. 2. Notification regarding transfer. 3. Certificate of assumption of Charges of the Post. 4. Declaration regarding rent free official Residence, staff car and date of birth, father's name and specimen Signature of Judge.
(v) Transferred to another Place in the state.	1. Order regarding transfer. 2. Certificate of assumption of charges of the post. 3. Declaration regarding Official residence, Staff Car.

2-Maintenance of leave Accounts & Preparation of History of Service.

3-GPF Accounts of Central Judges.

4-Maintenance of Broadsheet of long term loans/Advance sanctioned to Judges.

5-Authorization of Pay & Allowances of re-employed Judges of High Court.

Pension Calculation & authorization work related to officers/employees of State Government has been transferred to respective Finance Controller/Director of Pension during the Period 1988-91.

Pension Authorization of High Court Judges and Divisional Accountants is still being done by this office.