

**SUPREME COURT OF INDIA**

New Delhi, dated : April 5, 2018

**CIRCULAR**

It is notified for information of all concerned that the Creche presently functioning at Chamber Nos. 8 & 9, New Lawyers Chamber Building at Bhagwan Das Road, New Delhi shall shift to a new spacious site on the Ground Floor in **New Annexe Building at Supreme Court of India** and the newly constructed Creche will be made operational **with effect from 1<sup>st</sup> May, 2018**. The new Creche is more spacious and better equipped with facilities having a total area of about 2000 sq.ft with open area in front of about 500 sq. ft. for garden.

The facility of Creche will be for children in the age group of 6 months to 6 years of Members of Supreme Court Bar Association, Supreme Court Advocates-on-Record Association and female Registered Clerks engaged by the Advocates-on-Record/Senior Advocates, Clerks of Advocates, SCBA staff and Officers and Employees of the Registry.

With increased space now available, Creche shall admit upto a maximum of 30 children instead of 10 children as at present and out of 30 seats, 3 seats (i.e. 10% shall be kept vacant for accommodating the children desirous of availing Creche facility for a day or two and also for children as may be recommended by Supreme Court Mediation Centre) and 27 seats will be filled by admitting children on regular basis.

The representation of the children of the members of SCBA, their staff and the Registry's staff will be as follows :-

Categories	Number of seats earmarked
Children of members of SCBA (including their staff)	12
Children of Registry's staff	12
Children of Advocates' Clerk	3
For Guest Child for a day or two (including children accompanying the litigant party appearing before MCPC)	3



If required number of children of Supreme Court staff do not come forward to avail the Creche facility and if there are excess applications in other categories, then children of members of the Bar and their staff will be considered for admission and vice versa to fill all the 27 seats.

It is also notified for information of all concerned that the fee structure for admitting the Child to Creche shall be as hereunder :-

	<u>Amount</u>
Admission Fee	: Rs. 1000/-
Care fee per month (in advance)	: Rs. 1500/-

The charges per child per day will be Rs.100. The Secretary of the Creche is authorised to register Child to the Creche for a single day and such facility shall be subject to availability of seats earmarked for Guest child and on payment of requisite charges. Those desirous of availing facility for their child for a single day may ascertain from Secretary of the Creche a day in advance whether seats for accommodating the child for the next day is available in the Creche.

Trained staff will be looking after the children in the Creche equipped with child friendly furniture, utensils, toys and play materials and first aid kit. The Creche will function from 8.30 A.M. to 6.30 P.M. on all working days of the Registry from Mondays to Fridays and from 8.30 A.M. to 2.00 P.M. on all working Saturdays.

If more requests are received for admission of children of different age groups than the total number of seats available then preference will be given to children younger in age.

The required amount of fee shall be payable by way of a demand draft/Pay order in favour of **"Registrar, Supreme Court of India"**

The Creche shall not provide any conveyance/transportation facility for the children and it shall be the responsibility of the parent to drop the child in the Creche in the morning and pick up the child from the Creche in the evening strictly adhering to the time schedule. The Revised Norms/Guidelines for Creche are detailed in Annexure-X.

As per Order dated 3<sup>rd</sup> April, 2018 of the Hon'ble Supreme Court in M.A.No.545/2018 in Writ Petition(C) No.509/2015, the norms governing the Creche including the question of charges would be reconsidered once the Creche becomes operational and in the light of the experience to be gained.

The interested members of the SCBA, SCAOR Association/female Registered Clerks engaged by Advocates-on-Record/Senior Advocates, Clerks of Advocates, SCBA staff as also Officers and employees who are desirous of availing the facility of Creche for their child may send their application in the enclosed prescribed proforma at the earliest to

Mrs. Madhu Arora, Additional Registrar (Secretary, Advisory Committee, Mobile No. 9911159234) latest by 21<sup>st</sup> April, 2018. The members of SCBA/SCAOR Association/female Registered Clerks engaged by Advocates-on-Record/Senior Advocates, Clerks of Advocates/SCBA staff shall have to forward their applications through their respective Associations. Applications received after due date will not be considered.

**The entry of parents and children will be from 'G' Gate on Mathura Road side near Museum and entry pass will be issued to facilitate their entry.**



**[Deepak Jain]  
Registrar[Admn.]**

**Copy to:-**

1. The Secretary, Supreme Court Bar Association with five spare copies of the Circular with a request to give wide publicity to the Circular amongst members of the SCBA and to display the same on the Notice Board/Website of the Bar Association for information of all concerned.
2. The Secretary, Supreme Court Advocates-on-Record Association with five spare copies of the Circular with a request to give wide publicity to the Circular amongst members of the Association and to display the same on the Notice Boards/Website of the said Association for information of all concerned.
3. The Secretary, Supreme Court Employees Welfare Association, Supreme Court Secretarial Staff Welfare Association and Supreme Court Group 'C' (Non-clerical) Employees Welfare Association with a request to give wide publicity to the Circular amongst employees of the Registry.
4. The Secretary, Supreme Court Bar Clerks Association with a request to give wide publicity to the Circular amongst eligible members of the Association and to display the same on the Notice Boards/Website of the said Association for information of all concerned.
5. All the Notice Boards/Website of Supreme Court of India.
6. All concerned.