

OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE (HQs) :  
DELHI

**CIRCULAR**

It has come to the notice of the undersigned that the Circular No.18383-508/Comp.Br./2020/THC dated 26.09.2020 is not being complied which is a serious matter, since the circular had been issued on the basis of the directions of the Hon'ble High Court of Delhi, New Delhi.

For ready reference, a copy of the said Circular is again circulated with the direction to adhere to the same.

  
(GIRISH KATHPALIA) 09.3.21  
Principal District & Sessions Judge (HQs)  
Delhi

- Encl: 1. Circular No.18383-508/Comp.Br./2020/THC dated 26.09.2020.  
2. Proforma of Production Warrant (Accused & Witness) and e-mail Ids of Jail Authorities.

No. 6947-7097 /Comp.Br./2021/THC Dated 10 MAR 2021

Copy forwarded for information and necessary action to:

1. Ld. Principal District & Sessions Judges, West, North, North-West, New Delhi, South, South-East, South-West, East, North-East, Shahdara & Rouse Avenue Districts, Delhi/New Delhi with the request to circulate the aforesaid directions amongst all concerned.
2. The Judicial Officers, Central District with the request to convey the aforesaid directions to the staff officials of their respective court for compliance.
3. Ld. Chief Metropolitan Magistrate of all Districts with the request to convey the aforesaid directions to the Magistrate in their respective Districts for compliance.
4. Ld. Officer In-Charge, Judicial Branch, West, North, North-West, New Delhi, South, South-East, South-West, East, North-East, Shahdara & Rouse Avenue Districts, Delhi/New Delhi.
5. Ld. Officer In-Charge, Computer Branch, Saket, Patiala House, Karkardooma, Rohini, Rouse Avenue, Dwarka Court Complexes, Delhi/ New Delhi.
6. PS to the undersigned.
7. The Dealing Official (Website) with the direction to upload the copy of this Circular along with Annexures on the official website.
8. The Dealing Official, Layers seat to upload the same on LAYERS.
9. Office/Guard File.

Principal District & Sessions Judge (HQs)  
Delhi

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs): DELHI**  
**CIRCULAR**

In view of spirit behind order dated 14.09.2020, passed in WP(Cr.) 974/2020 titled as Sanjay Singh vs The State (Govt. of NCT) of Delhi & Ors, the office has prepared template on "ORDER REQUIRING PRODUCTION IN COURT" (Section 267 CrPC) having following mandatory fields for information with "QR Code" for its immediate utilization for the purposes of production of accused/witness before the court:

- |   |        |
|---|--------|
| 1. Whether the prisoner is wanted as an accused in this case:       | Yes/No |
| 2. If the above is in affirmative, whether the prisoner is on bail? | Yes/No |
| 3. Whether the prisoner is required to be detained in this case?    | Yes/No |
| 4. Whether the prisoner is called as a witness?                     | Yes/No |
| 5. Any other Remarks  |        |

Further, the e-mail IDs of Jail Authorities are annexed herewith for forwarding of Production Warrant(s) to the concerned Jail and/or **immediate** clarifications as regards discrepancies in the Release Warrants communicated through dedicated e-mail ID of respective court, which has already been shared with Jail Authorities.

In view of the above, all Judicial Officers presiding over the courts dealing with criminal jurisdiction are requested to direct their staff officials to generate the Production Warrants (new format) electronically through data base of CIS Module and to forward the same to the Jail Authorities through dedicated email ID of the Court to the email ID of concerned Jail. Similarly, in case any email is received from Jail Authorities seeking any clarification as regards the contents of the Release Warrants, the court staff shall **immediately** respond to the Jail Authorities through Reply email.

GIRISH KATHPALIA Digitally signed by GIRISH KATHPALIA  
Date: 2020.09.25 16:59:54 +05'30'  
(Girish Kathpalia)  
Principal District & Sessions Judge (HQs)

Encl: Proforma of Production Warrant (Accused & Witness) and e-mail IDs of Jail Authorities

Ref. No. 18383-508/Comp.-Br./2020/THC

Dated: 26/09/2020

Copy forwarded to information and necessary action to:

1. Ld. Principal District & Sessions Judge, West/North/North West/New Delhi/South/South East/South West/East/North East/Shahdara/Rouse Avenue, Delhi/New Delhi **with request to circulate the aforesaid directions amongst all concerned.**
2. The Judicial Officers (Central District) **with request to convey the aforesaid directions to the staff officials of their respective court for compliance.**
3. Ld. Chief Metropolitan Magistrates of all Districts **with request to convey the aforesaid directions to the Magistrates in their respective districts for compliance.**
4. Ld. Officer In-charge, Judicial Branch, West/North/North West/New Delhi/South/South East/South West/East/North East/Shahdara/Rouse Avenue, Delhi/New Delhi.
5. Ld. Officer In-charge, Computer Branch, Saket/Patiala House/Karkardooma/Rohini/Rouse Avenue/Dwarka Courts Complex, Delhi/New Delhi.
6. PS to undersigned
7. Dealing Official (Website) is requested to upload the copy of this Circular alongwith Annexures on the official website.
8. Dealing Official, Layers seat to upload the same on LAYERS.
9. Office/Guard File.

GIRISH KATHPALIA Digitally signed by GIRISH KATHPALIA  
Date: 2020.09.25 16:59:54 +05'30'  
(Girish Kathpalia)  
Principal District & Sessions Judge (HQs)

## Endorsement by the Court

Whether the prisoner is wanted as an accused in this case?	Yes	No
If the above is in affirmative, whether the prisoner is on bail?	Yes	No
Whether the prisoner is required to be detained in this case?	Yes	No
Whether the prisoner is called as a witness?	Yes	No
Any other Remarks		

DLCT02-000418-2009



**Draft**  
No 36

Chief Metropolitan Magistrate, Central THC  
IN THE COURT OF Mr. Ashu Garg  
Chief Metropolitan Magistrate

**ORDER REQUIRING PRODUCTION IN COURT  
OF PERSON IN PRISON FOR ANSWERING TO  
CHARGE OF OFFENCE**  
(See section 267)

Cr. Case/297553/2016  
STATE Vs UNTRACE  
/45/2009  
NEXT DATE : 23-09-2020

To,

Superintendent of Jail  
Tihar

WHEREAS the attendance of STATE at present confined detained in the above-mentioned prison, is required in this Court to answer to a charge of offences under Sections of the or for the purpose of a proceeding Cr. Case/297553/2016 ;

You are hereby required to produce the said under safe and sure conduct before this Court on the day of 23-09-2020 , by 11:00 A.M. there to answer to the said charge, or for the purpose of the said proceeding, and after this Court has dispensed with his further attendance, cause him to be conveyed under safe and sure conduct back to the said prison.

And you are further required to inform the said STATE of the contents of this order and deliver to him the attached copy thereof.


Dated, this day of 22-09-2020

Chief Metropolitan Magistrate

Visit [ecourts.gov.in](http://ecourts.gov.in) for updates or download mobile app "eCourts Services" from Android or IOS

The process is system generated and transmitted in secured manner by authorised user as such physical signature not applied.

**Endorsement by the Court**

DLCT02-023367-2017 	Whether the prisoner is wanted as an accused in this case?	Yes	No
	If the above is in affirmative, whether the prisoner is on bail?	Yes	No
	Whether the prisoner is required to be detained in this case?	Yes	No
	Whether the prisoner is called as a witness?	Yes	No
	Any other Remarks		

No. 37

**Chief Metropolitan Magistrate, Central, THC**  
IN THE COURT OF Mr. Ashu Garg  
Chief Metropolitan Magistrate

**ORDER REQUIRING PRODUCTION IN COURT  
OF PERSON IN PRISON FOR GIVING  
EVIDENCE**

(See section 267)

Cr. Case/11682/2017

STATE Vs UNTRACE  
/677/2015  
NEXT DATE : 23-09-2020

To,

Name : Superintendent of Jail  
Address : tihar

WHEREAS complaint has been made before this Court that UNTRACE of UNTRACE has committed the offence punishable under Sections of the and it appears that IO HC BHUPINDER SINGH, NO 80/C at present confined/detained in the above-mentioned prison, is likely to give material evidence for the prosecution/defence;

You are hereby required to produce the said IO HC BHUPINDER SINGH, NO 80/C under safe and sure conduct before this Court Chief Metropolitan Magistrate at on the day of, 23-09-2020 , by 11:00 A.M. there to give evidence in the matter now pending before this Court, and after this Court has dispensed with his further attendance, cause him to be conveyed under safe and sure conduct back to the said prison.

And you are further required to inform the said IO HC BHUPINDER SINGH, NO 80/C of the contents of this order and deliver to him the attached copy thereof.

Dated, this day of 22-09-2020

Chief Metropolitan Magistrate

Visit [ecourts.gov.in](http://ecourts.gov.in) for updates or download mobile app "eCourts Services" from Android or iOS

The process is system generated and transmitted in secured manner by authorised user as such physical signature not applied.

The email ids and relevant details of Remote Point viz. the Jails are as hereunder:

S.No	Name of Superintendent	Phone Number	Jail No.	Email ID of Jail
1.	Sh. Rakesh Kr. Bilyan	9868877647	1 Tihar	scj1-tihar@nic.in
2.	Sh. Adeshwar Kant	9868103602	2 Tihar	scj2-tihar@nic.in
3.	Sh. Pawan Kumar	9711123023/ 9871730275	3 Tihar	scj3-tihar@nic.in
4.	Sh. Rajesh Chauhan	8447181376	4 Tihar	scj4-tihar@nic.in
5.	Sh. O.P. Pandey	9654009701	5 Tihar	scj5-tihar@nic.in
6.	Ms. Sarita Sabharwal	9899882244	6 Tihar	scj6-tihar@nic.in
7.	Sh. Adheshwar Kant	9868103602	7 Tihar	scj7-tihar@nic.in
8.	Sh. Pawan Kumar	9711123023/ 9871730275	8 Tihar	scj8-tihar@nic.in
9.	Sh. Pawan Kumar	9711123023/ 9871730275	9 Tihar	scj8-tihar@nic.in
10.	Sh. Sunil Kumar	9818562177	10 Rohini	sdjr-tihar@nic.in
11.	Sh. Ram Mehar Singh	9810056717	11 Mandoli	sup.ptt11-tihar@gov.in
12.	Ms. Anita Dayal	9810215569	12 Mandoli	sup.ptt12-tihar@gov.in
13.	Sh. Tariq Salam	9868141636	13 Mandoli	scjm13-tihar@gov.in
14.	Sh. Rakesh Kumar	9582295768	14 Mandoli	scjm14-tihar@gov.in
15.	Sh. Tariq Salam	9868141636	15 Mandoli	scjm15-tihar@gov.in
16.	Ms. Neeta Negi	9899001730	16 Mandoli	Scj16.mandoli@delhi.gov.in