

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, WEST DISTRICT, THC, DELHI**  
**CIRCULAR**

It is brought to the notice of the undersigned that officials posted in the West District, THC, Delhi are availing short leaves and are not sending the leave applications on the same day. In this regard it is hereby directed that the short leave applications of the officials will reach before 12 noon on the same day.

Non compliance will be viewed seriously.

(DHARMESH SHARMA)

DISTRICT & SESSIONS JUDGE, WEST, DELHI

25/01/2020

3157-3232

No. \_\_\_\_\_/Cir./leave/Admn./2020

Dated, Delhi the 25/1/2020

Copy forwarded for information to :-

1. All the Judicial Officers of DHJS and DJS, West District, THC, Delhi with request to direct their staff to comply with the aforesaid directions.
2. The Reader in the court of undersigned.
3. Personal Office of the undersigned.
4. The Sr. AO(J)/ AAO/Branch In Charges of West District, THC, Delhi with the direction to direct their staff to comply with the aforesaid directions.
5. R&I Branch for uploading on LAYERS.
6. R&I Branch for uploading on Centralized Website through LAYERS.

DISTRICT & SESSIONS JUDGE, (WEST), DELHI