

197 (Income) CB

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16/2/2024

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE: EAST DISTRICT:  
KARKARDOOMA COURTS: DELHI

CIRCULAR

Sub : Writ Petition (Civil) No. 6082/2019 titled "Karan S. Thukral Vs. District & Sessions Judge & ors."

In compliance of directions contained in the order dated 04.01.2024 passed by the Hon<sup>ble</sup> High Court of Delhi in **Writ Petition No. 6082/2019 titled "Karan S. Thukral Vs District & Sessions Judge & Ors.** Centralized Filing System for Physical /Online filing of Written Statement / Rejoinder /Misc. Applications/Documents etc. following directions are issued with immediate effect:

1. The Filing of Written statement/ Rejoinder/Misc. Applications/Documents shall be entertained at Centralized Filing Counters of Facilitation Centre during all the working days from 10:00 AM to 3:30 PM precluding lunch break from 01:30 PM to 2:00 PM. All the said Written Statement /Rejoinder/Misc Applications/Documents filed before 12:30 PM shall be sent to the concerned court by 02:00 PM and applications filed after 12:30 PM to 03:30 PM will be sent to the Ahlmad of Court concerned on the next working day.
2. In an ordinary circumstance, no Court of East, NorthEast and Shahdara District shall accept the filing of any Written Statement/Rejoinder/Misc Applications/Documents or other Interim Applications in ongoing and pending cases/decided cases.
3. While filing of Written Statement /Rejoinder/Misc Applications/Documents, at Filing Counters, it will be ensured by the concerned official that it shall contain all the relevant information about the case such as Case Information Format, Party Name, Pagination, Index, Name of the Court, Case Number, Next Date of Hearing/Date of Decision ( as the case may be) with the mobile number and email ID of the Advocate/Litigant along with the proof of advance service of the same to the other party/parties, where it is applicable. It shall be mandatorily to file index along with the documents.
4. On receiving the Misc. Application or any other Interim Application (urgent as well as non-urgent) in pending / decided cases, the Filing Counter shall forthwith register it in the "IA module of CIS".
5. An acknowledgement shall be given in respect of matter mentioned ar serial no 3 and 4 above to the applicant.
6. On receiving Written Statement/Rejoinder/Documents/Misc Application in on going cases, the Filing Counter shall enter the details of the same in the establishment wise register mentioning the date and serial number and other details including the name of the concerned court and give unique filing number to the Advocate/Litigant.
7. On receipt of Interlocutory Application in decided cases, it should be checked and ensured whether the court, which had disposed of the main case, has been abolished or not. In case of abolished court, IA should not be entered in CIS and shall be dealt with in manner as prescribed in serial number 6 and send to the Successor Court after due verification by the Judicial Branch/e-Sewa Kendras of the Successor Court.

8. The Officials posted at Filing Counters shall send all the Written Statement/Rejoinder/Document/Misc Application etc. endorsing thereon the acknowledgement number to the Ahlmad of the concerned court by 2.00 PM and Written Statement/Rejoinder/Document/Misc Application etc. filed after 12:30 PM to 03:30 PM will be sent the concerned court on the next working day.

**Note:** - In exceptional circumstances of urgency, the grounds thereof shall be stated in writing then there would be no need to route the urgent applications through the Filing Counter provided the same is allowed to be filed by the concerned court on the ground of urgency.

*16/02/24*  
**(V. K. BANSAL)**  
Principal District & Sessions Judge (NE)

*16/02/24*  
**(RENU BHATNAGAR)**  
Principal District & Sessions Judge (SHD.)

*16/02/24*  
**(SHAIL JAIN)**  
Principal District & Sessions Judge(East)

No. 1723-1734 /Filing/KKD./2024

Dated: - 16.2.24

**Copy forwarded for information and necessary action to:-**

1. The Ld. Registrar General, Hon'ble High Court of Delhi for information.
2. Ld. Principal District & Sessions Judge (Hqs.), Tis Hazari Courts, Delhi for information.
3. Ld. Principal Judge, Family Courts (East, North East & Shahdara) Districts, Karkardooma Courts, Delhi for information and necessary action.
4. Ld. Chairman (IT & Digitization), Central Computer Committee, Tis Hazari Courts Delhi for information.
5. All Ld. Judicial Officers posted in Karkardooma Courts, Delhi for information and necessary action.
6. The Officer Incharge, Computer Branch, Karkardooma Courts, Delhi for information.
7. The Officer Incharge, Filing Section (East, North East & Shahdara) Districts, Karkardooma Courts, Delhi for information.
8. PS to Principal District & Sessions Judge (East, North-East & Shahdara) Districts, Karkardooma Courts, Delhi.
9. Branch Incharge Filing Section (East, North East & Shahdara) Districts, Karkardooma Courts, Delhi for information and necessary action.
10. The Secretary, Shahdara Bar Association, Karkardooma Courts, Delhi.
11. Website Committee, Karkardooma Courts Delhi with request to upload the same on the website.
12. Guard File.

*16/02/24*  
Officer Incharge/ASJ  
Filing Section (East)  
Karkardooma Courts,  
Delhi.