

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

**Circular**

It has been brought to the notice of undersigned that some of the Judicial Officers of East District are not applying their Casual Leave on LAYERS although their intimations of Casual Leaves are received to this office and also leave intimation other than Casual Leave are being received but the leave application to this effect are not being sent to the office of undersigned.

Hence all the judicial officers of East District are requested to upload their Casual Leave on LAYERS timely and to submit their applications of leaves on time --after sending the intimation of leaves other than Casual Leave.

*Shail Jain*  
19/03/25  
**(SHAIL JAIN)**

Principal District & Sessions Judge  
East District, KKD, Delhi.

*3596-3651*  
No 3596-3651 /Judl./East/KKD/2025/Delhi

Date 19 MAR 2025

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

1. All the Judicial officers of East District, Karkardooma Courts, Delhi
2. Incharge, Computer Branch, Karkardooma Courts, Delhi to upload the circular on website.
3. Incharge, R & I, East District, Karkardooma Court for uploading on LAYERS
4. PS to undersigned.

*Shail Jain*  
19/03/25  
**(SHAIL JAIN)**

Principal District & Sessions Judge  
East District, KKD, Delhi.