

C-1059/22
17/08/2022

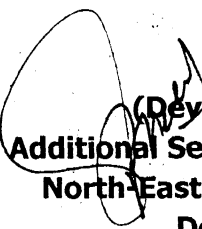
MOST URGENT

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH-EAST DISTRICT, KARKARDOOMA COURTS, DELHI

CIRCULAR

It is informed that details in the given Proforma (printed overleaf) are required in respect of all the Ld. Officers and Officials, presently serving in this district, for the purpose of Internal Audit being conducted by the Audit Party, Government of N.C.T of Delhi, New Delhi.

Thus, all the Officers/ Officials, presently serving in North-East District, are requested to submit the proforma after filling up all the details, to the Accounts Branch (through R & I Branch) on or before 18/08/2022 for onward transmission of the information to the Audit Party.



(Deyender Kumar)
Additional Sessions Judge/CO/HOO,
North-East District, KKD Courts,
Delhi.

No. 4683-89 /Accts./SB/NE/KKD/2022

Dated: 17 AUG 2022

Copy forwarded to:-

1. P.S to Ld. Principal District & Sessions Judge, North-East District, with the request to circulate the same among the staff posted in Principal District & Sessions Judge Office.
2. All the Judicial Officers, North-East District, KKD Courts, with the request to circulate the same among the staff posted in their respective courts.
3. A.O (Judicial)/ Branch In-charge, all branches North-East District, KKD Courts, with the request to bring the same into the notice of the staff posted in the branches.
4. Website Committee, Computer Branch, Karkardooma Courts, Delhi.
5. R&I Branch, North- East District, KKD Courts, Delhi with the direction to upload the same on LAYERS.
6. Office record.


17.8.2022.
Assistant Accounts Officer,
North-East District, KKD Courts,
Delhi.

PROFORMA FOR SPOUSE INFORMATION:

1. Name and Designation : _____
2. Basic Pay : _____
3. H.R.A. : _____
4. Medical facility (Yes/No) : ☒ _____
5. Accommodation (whether Govt./Own/
Rented) : _____
6. If rented out, rent P.M. : _____
7. Name of the spouse : _____
8. Whether spouse is in Govt./Semi : _____
Govt./Pvt. Ltd/Ltd. Co./PSU Undertaking/
in Business or House wife
9. If in service, employer's name and
Address : _____
10. Basic Pay of spouse : _____
11. HRA being drawing by the spouse: _____
12. Medical facility of the spouse: _____
13. Residential Address : _____

14. Detail of family in the format given below: -

S. No	Name of the family Members	Date of Birth	Relationship with Govt. Employee	Marital Status	Working Status

(Signature of Govt. Servant)

(Counter Signature of DDO)