

C-868  
28/2/21

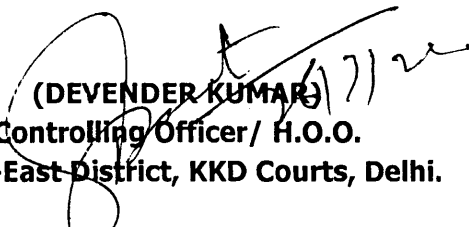
**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,  
NORTH-EAST DISTT., KARKARDOOMA COURTS, DELHI.**

**CIRCULAR**

All the Ld. Judicial Officers and Officials who are on the pay roll of North-East District and have drawn their salary/arrears of salary from this district till March 2021, are hereby informed that the unsigned copy of Form 16 for the financial year 2020-2021 will be provided on their personal E-Mail IDs.

The hard copy of the form 16 in r/o Judicial Officers shall be dispatched through R & I Branch, North-East District, and form 16 in r/o Officials may be collected from Accounts Branch, North-East District, Karkardooma Courts, between 11:00 a.m to 1:30 p.m.. In case the official is not able to collect his/her Form 16, it will be provided to the authorized person after proper verification of ID i.e., Office ID, PAN Card or authority letter.


It is also requested to maintain the social distancing and adhere the necessary guidelines issued from time to time with regard to Covid-19 pandemic.

  
(DEVENDER KUMAR)  
Controlling Officer/ H.O.O.  
North-East District, KKD Courts, Delhi.

No. 4563-4578/Accts./NE/PB/2020-21

Dated: 28/2/2021

1. P.S. to Ld. Principal District & Sessions Judge, North-East District, with the request to circulate the same among staff posted in Principal District & Sessions Judge Office.
2. All the Judicial Officers, North-East District, KKD Courts, Delhi 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 bring the same to the notice of the staff posted in the Branches.
4. ✓ The In-charge, Computer Branch, Karkardooma Courts, Delhi with the request to upload the same on the website of District Court, North East District, Karkardooma Court, Delhi.
5. All the DDOs, Central/West/East/Shahdara/South/South-East/North/North-West/South-West/New Delhi with the request to bring the above instructions to the notice of the concerned.
6. The Branch Incharge, R & I Branch, North-East District, KKD Courts, Delhi with the direction to upload the same on LAYERS.
7. Office Record

  
(Raj Kumar Kundoo)  
Drawing & Disbursing Officer  
North-East District, KKD Courts, Delhi.