

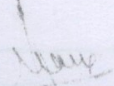
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**OFFICE OF THE DISTRICT & SESSIONS JUDGE
NORTH EAST DISTRICT, KARKARDOOMA COURT, DELHI**

CIRCULAR

Sub: Salary Advance for the month of November 2016 to be paid to non-gazetted employees of the office of District & Sessions Judge, North-East District, KKD Courts, Delhi.

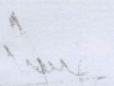
In pursuance of letter no. 4(11)/2016/T-1/Pr.AO/3717-3817 dated 21/11/2016 of Sh. K.V. Babu, Dy. Controller (Tech.), Principal Accounts Office, Govt. of NCT of Delhi, A-Block, Vikas Bhawan, I.P. Estate, New Delhi., Non-gazetted employees, presently posted/ drawing their salary from North-East District, Karkardooma Courts, Delhi, who wish to **receive/ Not receive** the cash pay-out of the part salary advance amounting to Rs. 10,000/- (Rupees Ten Thousand Only.) for the month of November 2016 may give their option in the enclosed Performa to the Drawing & Disbursing Officer, North-East District, Karkardooma Courts, Delhi on or before 29.11.2016 (Before Lunch Session) positively. No request shall be entertained if proforma received after due date/ time, in any manner.


**(Sanjay Sharma-I)
Addl. District & Sessions Judge
Drawing & Disbursing Officer/H.O.O.
North East District, KKD Courts, Delhi.**

No. 6554-71 /PB/Accts/NE/KKD/2016-17

Dated 28/11/16

1. The Registrar General, High Court of Delhi, New Delhi for Kind information.
2. P.S. to Ld. District & Sessions Judge, North-East District, with the request to circulate the same among staff posted in District & Sessions Judge Office.
3. All DDOs, Central District (THC), North District (Rohini), West District (THC), New Delhi District (PHC), South District (Saket), South East District (Saket), East District (KKD), Shahdara District (KKD), North-West & Outer District (Rohini) and South West District (Dwarka).
4. All the Judicial Officers, North-East District, KKD Courts, Delhi with request to circulate the same among the staff posted in their respective courts.
5. 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.
6. A.O. (Judicial)/ Branch In-charge, Family Court, North-East District with the request to circulate the same among the staff posted in Family Court in diverted capacity and drawing salary from North-East District.
7. Member Secretary, DLSA, Patiala House Courts, Delhi with the request to circulate the same among the staff working in diverted capacity and drawing salary from North-East District.
8. Website committee, Central District (HQ) with the request to put the same on website of the District Courts.
9. Website Committe, Karkardooma Courts, with the request to put the same on website.


**(Sanjay Sharma-I)
Addl. District & Sessions Judge
Drawing & Disbursing Officer/H.O.O.
North East District, KKD Courts, Delhi.**

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

PROFORMA

(letter no. 4(11)/2016/T-1/Pr.AO/3717-3817 dated 21/11/2016 of Sh. K.V. Babu, Dy. Controller (Tech.),
Principal Accounts Office, Govt. of NCT of Delhi, A-Block, Vikas Bhawan, I.P. Estate, New Delhi.)

With reference to the above mentioned letter, I hereby give my option to **receive / not receive**
part salary in advance, amounting to Rs. 10,000/- (Rupees Ten Thousand Only) for the month of
November 2016 in the form of cash.

Date. _____

Signature _____

Name _____

Designation _____

Emp. Code _____

Posting _____

Bank A/c No. _____

Pan No. _____

To,

The Drawing & Disbursing Office,
North-East District,
Karkardooma Courts, Delhi.