आज़ादी का
अमृत महोत्सव

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH DISTRICT : ROHINI COURTS : DELHI

CIRCULAR

Sub: Advisory to refrain from availing frequent leave(s).

It has been brought to the notice of the undersigned that some of the officials posted in the Courts & Branches of North District are proceeding on leave frequently without any justified reason, only to exhaust their existing leave(s). Even, some of the officials also do not bother to intimate this office regarding their leave. If large number of staff shall proceed on leave, it would adversely affect the smooth functioning of the judicial administration, causing avoidable accumulation of work.

Hence, all the officials posted in North District, Rohini Courts, Delhi are hereby directed to refrain from proceeding on leave frequently without any justified reason. The leave application shall be considered only, if applied on justifiable grounds with the remarks of the concerned Ld. Presiding Officer/Ld. Officer In-Charge that there is urgent cause/sufficient ground for applying the leave. Cooperation is expected from all the officials posted in North District for smooth functioning of Courts/Branches.

All the Judicial Officers/Officers In-Charges of North District, Rohini Courts, Delhi are also impressed upon to direct their respective staff to refrain from taking leave frequently without any justified reason and ensure, while forwarding the leave applications, that sufficient staff of each cadre is present on any particular day so that the work of Court/Branch may not suffer, as this office is not in a position to provide substitute staff due to acute shortage of staff in North District.

If any official shall proceed on leave without seeking prior permission/intimation as stated above, the same shall be considered as **'un-authorized absence from duty'**.

Non-compliance of the aforesaid directions shall be viewed seriously.

(VIMAL KUMAR YADAV)
Principal District & Sessions Judge
North District, Rohini Courts, Delhi.

No. 18486-18556 F2N(1)/Admn./North/RC/2022 Dated. 19/09/22

Copy forwarded for information and compliance to:

1. The Ld. Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
2. The Ld. Principal District & Sessions Judge North-West District, Rohini Courts, Delhi.
3. All the Ld. Judicial Officers posted in North District, Rohini Courts, Delhi with the request to bring the same in the notice of officials working under their kind control and to ensure compliance.
4. All the Branch In-charges of North District & Common Branches of Rohini Courts in which staff is posted from North District, with the directions to bring the same in the notice of the officials working under their control and to ensure strict compliance.
5. The Record Officer under RTI Act, North District, Rohini Courts, Delhi.
6. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the website of North District, Rohini Courts, Delhi.
7. The Branch In-charge, R&I Branch for uploading on LAYERS.
8. PS to the undersigned.

19/9/22
Principal District & Sessions Judge
North District, Rohini Courts, Delhi.