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

CIRCULAR

Sub: Month wise statement of leave(s) availed by officials.

All the Readers posted in the Courts of North District, Branch In-charges of North District and Branch In-charges of common Branches of North & North-West District (in which officials are posted from North District) are hereby directed to send monthly report of leave(s) availed by the officials posted in their respective Courts/Branches, duly forwarded by their Presiding Officer/Officer In-Charge, henceforth on the first day of next month to the Administration Branch, North District, Rohini Courts, Delhi.

Non compliance of above directions shall be viewed seriously and disciplinary action will be taken against erring officials, as per rules.

(SWARANA KANTA SHARMA)
Principal District & Sessions Judge
North-District, Rohini Courts, Delhi.

No. 4316-4380 Admn/Leave/(North)/RC/2021 Dated: 29/1/21

Copy forwarded for information & necessary action to :-

1. The Ld. Principal District & Sessions Judge(HQs.), Tis Hazari Courts, Delhi.
2. The Ld. Principal District & Sessions Judge (N-W), Rohini Courts, Delhi.
3. All the Judicial Officers, North District, Rohini Courts, Delhi with the request to bring the same in the notice of the officials working under their kind control.
4. All the Readers/Branch In-charges of North District, Rohini Courts, Delhi with the direction to ensure the strict compliance of the circular in letter and spirit.
5. Branch In-Charge of R & I Branch, Copying Agency, VWDC, Stationery, Digitization, Facilitation & Filing Section, Rohini Courts, Delhi with the direction to ensure the strict compliance of the circular in letter and spirit.
6. The Website Committee, North District, Rohini Courts, Delhi for uploading.
7. The Branch In-charge, R & I Branch for uploading on LAYERS.
8. Record officer, North District, Rohini Courts, Delhi.
9. PS to the undersigned.

Principal District & Sessions Judge
North-District, Rohini Courts, Delhi.