

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs): DELHI**

**CIRCULAR**

**Subject: Mandatory Verification/updation of posting details of employees in LAYERS software.**

All the officials of this establishment posted in all the Judicial Districts in Delhi/New Delhi are hereby directed to check their Posting Details on LAYERS software which can be accessed through URL: <http://10.199.37.5/layers>. They can check their posting details by log-in to LAYERS using their User ID and Password. Also, they must ensure that their posting details are correct/updated.

Discrepancy (if any) found, in the posting details, the concerned employee may get their posting details corrected/updated through LAYERS seat, Computer Branch, Tis Hazari Courts, Delhi only upon providing the requisite documents (transfer order, relieving report and joining report).

Contact persons of LAYERS seat are Mr. Kuldeep Kumar/JA and Mr. Kumar Gaurav/JJA, they are also available on Phone no. – 011-23935772.

It must be noted that it is very important and mandatory drive and any complacency, leniency or non-compliance (if any), by any employee shall be taken very seriously.



*NK 5/8/23*

(NAROTTAM KAUSHAL)

PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs)  
TIS HAZARI COURTS, DELHI

27992 - 28892

No. \_\_\_\_\_/LAYERS Seat/Comp/THC/DELHI/2023

Dated 05 AUG 2023

Copy forwarded for information and necessary action to:

1. All the Ld. Principal District & Sessions Judges, Delhi/New Delhi. *N/W*
2. All the Ld. Principal Judges, Delhi Family Court.
3. All the Ld. Judges of Delhi District Court Establishment with request to ensure the compliance by the officials under their Control.
4. All the Administrative Officers (Judl.), Admn. I, II and III with the direction to circulate the same in their respective Districts.
5. Branch In-Charge, all branches at Delhi District Courts with the direction to ensure the compliance by officials posted in their branch.
6. Personal Office of the undersigned.
7. The Dealing official, Website Committee with the direction to upload the same on the website of this Court.
8. The Dealing official, R&I Branch with the direction to upload the same on LAYERS.

*NK*

PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs)  
TIS HAZARI COURTS, DELHI

*Ld. OTC Admn. Pwr*

*Jh*

*P.S. DSSJ (N-W)*  
*07/08/23*

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE**  
**NORTH-WEST DISTRICT ROHINI COURTS, DELHI**

No.F1(1)/Cir./Admn.(N/W)/RC/2023/

27140-27219

Date:

09/08/2023

**Copy forwarded for information and necessary action to:-**

1. All Ld. Judicial Officer(s) posted in North West District, Rohini Courts Complex, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control.
2. All Ld. Judge(s), Family Courts, North West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control.
3. Ld. Judge In-Charge, Mediation Centre, Rohini Courts Complex, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under your kind control.
4. Ld. Secretary, DLSA, North-West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under your kind control.
5. The Administrative Officer (Judl.) and all the Branch In-Charge(s), North-West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control.
6. The PS to Ld. Principal District & Sessions Judge, North-West District, Rohini Court, Delhi.
7. The Dealing Official, Layers Seat for uploading on the Layers Portal.
8. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the official website of this office.
9. The Record Officer, North-West District, Rohini Courts, Delhi.
10. The Dealing clerk in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS.

  
**(GAGANDEEP JINDAL)**

Officer In-Charge (Link)  
Administration Branch- I & II  
North-West District  
Rohini Courts, Delhi