OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (NORTH), ROHINI COURTS, DELHI

ORDER

Sub:- Direction regarding sending LCR/TCR/other Records/reports etc. to the Hon'ble High Court of Delhi well in time.

In continuation to earlier Circular bearing No. 9900-9939/F2(1)/Judicial//North/RC/Delhi/2024 dated 21.03.2024 of this Office (copy enclosed), it is, once again reiterated to all the Judicial Officers to direct their concerned staff to ensure that every judicial file requisitioned by the Hon'ble High Court of Delhi is ready in all respect before sending the same for its digitization. Further, the same be sent well before the time. Branch-in-Charge, Digitization Cell is also directed to ensure that *duly bookmarked/paginated/indexed LCR/TCR are uploaded on the TCR Portal of the Hon'ble High Court of Delhi.*

Further, all the concerned are directed to ensure that requisitioned LCR/TCR are uploaded, immediately in urgent cases and within 7 days in other cases.

Non-compliance of the above directions will be viewed seriously and strict disciplinary action shall be taken against the erring official.

Nishas

(Nisha Saxena)
Principal District & Sessions Judge,
North District, Rohini Courts, Delhi.

No. 23311-353 /F2(1)/Judicial/North/RC/2025 Dated : 09/07/25

Copy forwarded for information and necessary action to :-

1. All the Judicial Officers, North District, Rohini Courts, Delhi.
2. Ld. Officer In-charge, Digitization Cell, Rohini Courts, Delhi.
3. Ld. Officer In-charge, Record Room, Rohini Courts, Delhi.
4. Ld. Branch-In-charge, Computers with the directions to get this Circular uploaded on the Website.
5. P.S. to the undersigned.
6. Branch In-charge, R&I is directed to get this Circular uploaded on LAYERS.

Nishas

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