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

CIRCULAR

Sub: Directions reg. adherence to working hours & court timings by Judicial Officers.

With reference to Circular bearing No. 31817-31947/Surprise Visit/Punctuality/2025 dated 23.08.2025 issued by the Ld. Principal District & Sessions Judge (HQs), Tis Hazari Court, Delhi, all the Judicial Officers (DHJS & DJS) of North District, Rohini Courts, Delhi are hereby impressed upon to adhere to the court timings.

Attention of all the Judicial Officers of North District is drawn again to the instructions with regards to adherence to working hours and court timings by the Judicial Officers, conveyed vide letter No. 12416/DHC/Gaz/G-14/2008 dated30.04.2008 and No. 97/RG/DHC/ 2018 dated 20.08.2018 of the Hon'ble High Court of Delhi, New Delhi (copy enclosed).

Intimation regarding any kind of leave proceed by Judicial Officers of North District must reach to the office of the undersigned (i.e. Judicial Branch) atleast one day in advance. In case of any unforeseen exigency, when any leave is applied at the last moment, intimation of the same must reach before 10.00 AM, so that compliance of directions contained in letter No. 4118-30/DHC/Gaz./G-3/2021 dated 12.11.2021 of the Hon'ble High Court of Delhi could be done (copy enclosed).

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

No. 29785-29829 F2(1)/Judl./North/RC/2025 Dated: 01.09.2025

Copy forwarded for information & necessary action to :-

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Ld. Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. All the Judicial Officers(DHJS & DJS), North District, Rohini Courts, Delhi (including Family Courts) for strict compliance.
4. The AO(J)/Branch-in-Charge, Judicial Branch, North District, Rohini Courts, Delhi.
5. The Branch-in-Charge, Computer Branch, Rohini Courts, Delhi for uploading on Website.
6. The Branch-in-Charge, Receipt & Issue Branch, Rohini Courts, Delhi for uploading on LAYERS.
7. The Record Officer, North District, Rohini Courts, Delhi.
8. PS to the undersigned.

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

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

CIRCULAR

It has been observed that some Judicial Officers are not adhering to the court timings, as they come to court after 10.00 am and leave before 04.00 pm. Attention of all the Judicial Officers is drawn to the instructions conveyed vide letter No.12416/DHC/GAZ/G-14/2008 dated 30.04.2008 and No.97/RG/DHC/2018 dated 20.08.2018 of the Hon'ble High Court of Delhi (copies enclosed).

It is therefore, impressed upon all the Officers of Delhi Higher Judicial Service and Delhi Judicial Service of Central District, Tis Hazari Courts, Delhi to strictly adhere to the court timings.

23.08.2025

(VIRENDER KUMAR BANSAL)
Principal District & Sessions Judge (HQs)
Delhi

No. 31817 -31947 /Surprise Visit/Punctuality/2025 Dated 23 AUG 2025

Copy forwarded to :

1. The Registrar General, High Court of Delhi, New Delhi, for information.
2. The Ld. Principal District & Sessions Judge, all court complex, Delhi/ New Delhi.
3. The Ld. Principal Judge, Family Courts (Hqs), Dwarka, New Delhi.
4. The Director (Admn.), Delhi Judicial Academy, Dwarka, New Delhi.
5. All the Officers of Delhi Higher Judicial Service and Delhi Judicial Service, Central District, Tis Hazari Courts, Delhi for strict compliance.
6. The R& I Branch for uploading on layers.

23.08.2025

Principal District & Sessions Judge (HQs)
Delhi

OST IMMEDIATE

No. 12416 /DHC/GAZ/G-14/2008

From:

The Registrar (Vigilance),
Delhi High Court,
New Delhi.



To

The District & Sessions Judge,
Delhi,
New Delhi, dated the 30/4/08

Sub: Strict adherence to working hours and court timings by the Judicial Officers.

Sir,

I am directed to say that the Delhi High Court Rules and Orders, Volume-I, Chapter 1, Part-A, provides as under about court hours of Civil Courts :-

> "1. Court Hours – All Civil Courts in Punjab and Delhi shall sit at the same hour on every day that is not a holiday for Civil Courts. The ordinary Court hours are from 10 A.M. to 4 P.M. .....The working hours for offices attached to Civil Courts are from 10 A.M. to 5 P.M."

Further the Delhi High Court Rules and Orders, Volume-III, Chapter 1, Part -A, provides as under about court hours of **Criminal Courts:-**

> "1. Court Hours – (1) All Criminal Courts in Punjab and Delhi shall sit at the same hour on every day that is not a holiday for Criminal Courts. The ordinary Court hours are from 10 A.M. to 4 P.M. ..... The working hours for offices attached to Criminal Courts are from 10 A.M. to 5 P.M."

It has been observed that some judicial officers are not observing punctuality in adhering to the working hours and the court timings as directed vide this Court's letter dated 7th November, 2005 **(copy enclosed)**.

Hon'ble the Acting Chief Justice and Hon'ble Judges of this Court have taken a serious view of the matter and have been pleased to direct that all the judicial officers should observe strict adherence to working hours and observe punctuality in adhering to court timings between 10.00 A.M. and 4.00 P.M. and should sit in their courts by 10.00 A.M. sharp.

These directions may please be conveyed to all judicial officers for strict compliance.

Yours faithfully,

(R.K.GAUBA)
REGISTRAR (VIGILANCE)

IN THE HIGH COURT OF DELHI AT NEW DELHI

No. 97/RG/DHC/2018
Dated 20/08/2018

CIRCULAR

Hon'ble the Chief Justice has been receiving several complaints with regard to late sitting of Judicial Officers in the Courts in the morning and post lunch session. Hon'ble the Chief Justice has also received complaints that Judicial Officers are doing judicial work, while sitting in their Chamber, without even hearing lawyers and litigants.

Hon'ble the Chief Justice has taken serious exception to such practices and has been pleased to direct that all the Judicial Officers should observe strict adherence to working hours and observe punctuality in adhering to court timings between 10.00 A.M. and 4.00 P.M. and should sit in their courts by 10.00 A.M. sharp. The Judicial Officers may retire to their chambers only after finishing their judicial work.

This is issued with the approval of Hon'ble the Chief Justice.

(Dinesh Kumar Sharma)
Registrar General

Copy forwarded for information & necessary action to:

(i) District & Sessions Judge (HQ), Tis Hazari Courts, Delhi
(ii) District & Sessions Judge (NW), Rohini Courts, Delhi
(iii) District & Sessions Judge (South), Saket Courts, Delhi
(iv) District & Sessions Judge (SW), Dwarka Courts, Delhi
(v) District & Sessions Judge (North), Rohini Courts, Delhi
(vi) District & Sessions Judge (SE), Saket Courts, Delhi
(vii) District & Sessions Judge (East), Karkardooma Courts, Delhi
(viii) District & Sessions Judge (New Delhi), Patiala House Courts, New Delhi
(ix) District & Sessions Judge (Shahdara), Karkardooma Courts, Delhi
(x) District & Sessions Judge (North East), Karkardooma Courts, Delhi
(xi) Principal Judge, Family Court (HQ), Dwarka, Delhi
(xii) District & Sessions Judge (West), Tis Hazari Courts, Delhi