## OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE NEW DELHI DISTRICT, PATIALA HOUSE COURTS, NEW DELHI

## CIRCULAR

It has been observed by the undersigned that leave applications of some of the Ld. Judicial Officers, New Delhi District, are being submitted after a considerable delay after availing of the leaves. It is impressed upon all the Judicial Officers, New Delhi District to send the leave application preferably in advance or where it is not possible, soon after availing the leave and on resumption of duties.

It is also impressed upon to all the Judicial Officers to send formal Earned Leave application fifteen days in advance, unless prevented by exigencies completely unanticipated.

This issues with prior approval of Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi.

17/01/2023

[Gurvinder Pal Singh]
District Judge (Commercial Court)-02 /
Officer In-charge
Leave Section for Officers of DHJS & DJS
Patiala House Court, New Delhi District

No. 1899-1948 /Judl./Cir./Leave/NDD/PHC

Dated: 17/01/2093

## Copy forwarded for information and necessary action to:

1. All the Ld. Judicial Officers, New Delhi District.

P.S. to Ld. Principal District & Sessions Judge, New Delhi District.

3. Branch In-charge, Computers, New Delhi District to upload the same on the web site of this District.

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District Judge (Commercial Court)-02 /
Officer In-charge
Leave Section for Officers of DHJS & DJS
Patiala House Court, New Delhi District