OFFICE OF THE DISTRICT & SESSIONS JUDGE: NEW DELHI DISTRICT
PATIALA HOUSE COURTS: NEW DELHI

CIRCULAR

It has come to the notice of the undersigned that some of the Stenographers (Sr.PA/PA) posted in New Delhi District are not attending to their duties either from home or by physically attending the courts, despite directions by their respective Judicial Officers/Administration Branch.

It is hereby reiterated that lockdown period or suspended functioning of Courts is not 'leave free period' and all officials are required to submit their leave application on account of their absence from duty.

Complaints are being received from some Judicial Officers that during these days of suspension of work due to Covid-19 lockdown, some of the staff officials, in violation of already issued orders, are leaving station and that too without any prior permission. It has also been reported by some Judicial Officers and Branch Incharges that some of the staff officials are shirking work under false medical pretexts and that some of the staff officials deliberately keep their mobile phones switched off or on flight mode, in order to make themselves inaccessible even at time of urgent official requirement.

Such conduct is completely unacceptable, as it is tantamount to gross misconduct and insubordination, making the erring official liable to disciplinary action.

It is also ordered that if any Stenographer is not in a position to attend to his/her duties according to the directions, then he/she shall give prior intimation to this effect to their concerned Readers and shall also submit leave application. Also during these days of suspension of work due to Covid 19 lockdown, no official shall leave station without prior permission from the competent authority/concerned Judicial Officer.

Non-compliance of the above directions shall be viewed seriously.

This issues with the prior approval of Ld. District & Sessions Judge, NDD.

(Anju Bajaj Chandna)
Officer-In-Charge (Admn. I)
District Judge (Commercial)01
New Delhi District,
Patiala House Courts,
New Delhi.

No. 6775-6844 Admn./D&SJ/NDD/2020 Dated : 29/06/2020

Copy forwarded for information & necessary action to :

1. The Registrar General. Hon'ble High Court of Delhi.

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2. The District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. The Judge In-charge, Mediation Centre, New Delhi District, PHC, ND.
4. All the Judicial Officers, New Delhi District, New Delhi.
5. All the Readers posted in the New Delhi District, with the direction to bring the content of this circular to the notice of the staff posted in their respective Courts.
6. The P.S. to Ld. District & Sessions Judge, New Delhi District, PHC, ND.
7. The AO(J)/DDO/Branch In-charges posted in the New Delhi District, with the direction to bring the content of this circular to the notice of the staff posted in their respective Branches.
8. The APRO, New Delhi District, PHC, ND.
9. Website Committee (Hindi & English), THC, Delhi.
10. The District System Administrator, NDD to upload the same on the website of this District.
11. The Care Taker, Care Taking Branch, NDD.

(Anju Bajaj Chandna)
Officer-In-Charge (Admn. I)
District Judge (Commercial)01
New Delhi District,
Patiala House Courts,
New Delhi.

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