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

ORDER

In pursuance of letter No. 8802-9302/I/RR/E.O/THC/Delhi/2010, Dated 29/01/2010 of the Ld. District & Sessions Judge, Tis Hazari Courts, Delhi and in super-session of all earlier orders, the following officials posted in Record Rooms, NDD in addition to the regular work assigned to them are hereby designated as *Record Keeper & Asstt. Record Keeper,* for the purpose of weeding out of matured records and registers, with immediate effect:

S.NO.	NAME & DISIGNATION	DESIGNATED AS :
Record Room (Sessions), NDD		
1	Ms. Veena Satewal, Sr. JA (Branch Incharge)	RECORD KEEPER
2	Ms. Shilpi Jain, Junior Judicial Assistant	Asstt. Record Keeper / Mauza Clerk
3	Sh. Prem Ram, Orderly	Orderly
Record Room (Crl.) NDD		
1	Sh. Sunil Vats, Sr. J.A (Branch Incharge)	Record Keeper
2	Sh. Mukesh Kumar, Sr.Judl. Asstt.	Asstt. Record Keeper
3	Sh. Sahil, Judicial Asstt.	Mauza Clerk
Record Room (Civil), NDD		
1	Sh. Chandra Singh Rawat, Sr.JA (Branch Incharge)	Record Keeper
2	Sh. Anil Kumar Rai, Sr. Judl. Asstt.	Asstt. Record Keeper
3	Ms. Seema Bhandari, Judl. Asstt.	Mauza Clerk

(DINESH KUMAR SHARMA)
Principal District & Sessions Judge :
New Delhi District
Patiala House Courts, New Delhi.

No. _____**/Admn./D&SJ/NDD/PHC/ND/2020 Dated** 23.11.2020

Copy forwarded for information to :

1. The Ld. Principal District & Sessions Judge (Hqs), Tis Hazari Courts, Delhi.
2. The Ld. Officer -in-Charge, Record Rooms, NDD, PHC, ND
3. All the Ld. Judicial Officers, New Delhi Disttrict, New Delhi.
4. The Administrative Officer (Judicial) NDD, PHC, ND.
5. The Branch Incharge, Record Rooms , Sessions, Criminal, Civil, NDD, PHC, ND.
6. All The Branch Incharges, New Delhi District, PHC, ND,
7. Website Committee (Hindi & English), THC, with the request to upload the same on the website of the courts.
8. The P S to the undersigned
9. The APRO, New Delhi District, PHC, ND
10. The Dealing Asstt. Personal File, Admn. Tis Hazari Courts (HQ), Delhi.
11. The District System Administrator to upload the same on the website of this court.
12. The Caretaker, New Delhi District, PHC, ND, to display on Notice Board.
12. The Officials Concerned.

Principal District & Sessions Judge :
New Delhi District
Patiala House Courts, New Delhi.