



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

ORDER

Sub: Nomination of Officer Incharge/Link Officer In-charge.

Consequent upon recent transfer/posting orders of Ld. Judicial Officers, I hereby authorize the following Judicial Officers posted in New Delhi District, Patiala House Courts, New Delhi as 'Officer Incharge(s) / Link Officer Incharge(s) of the branch(s) as mentioned against their names with immediate effect :-

S.No	Name of the Branch	Officer-Incharge	Link Officer-Incharge
1.	General Branch	Sh. Vidya Prakash District Judge(Commercial Court-02)	Ms. Vrinda Kumari PO/MACT
2.	Judicial Branch & Leave Sanctioning Authority for Judicial Officers	Sh. Anurag Sain District Judge (Commercial Court -01)	Ms. Vrinda Kumari PO/MACT
3.	Copying Agency	Ms. Vijeeta Singh Rawat ADJ-01	Sh. Sudhir Kumar Sirohi Spl. Judge/NDPS
4.	Administration Branch-I, II & III and Leave Sanctioning Authority for Staff	Sh. Dheeraj Mor ASJ-06	Ms. Kiran Gupta ASJ-04
5.	PRO Branch	Sh. Harish Kumar Judge, Family Court	Sh. Satyabrata Panda ADJ-04
6.	Purchase Cell	Ms. Aparna Swami ASJ-07	Sh. Chandrjit Singh ASJ-03
7.	Care Taking Branch & Telephone Exchange	Sh. D.K. Jangala ASJ-05	The Administrative Civil Judge
8.	Pool Car Section	Sh. D.K. Jangala ASJ-05	Sh. Satyabrata Panda ADJ-04
9.	Vigilance & Litigation Branch	Ms. Sukhvinder Kaur Principal Judge/FC	Sh. Satyabrata Panda ADJ-04
10.	Controlling Officer (Accounts Branch Cash Branch Fine & Audit Branch)	Sh. Sumit Dass ADJ-02 & Wakf Tribunal	Sh. Dheeraj Mor ASJ-06
11.	Head of Office (Accounts Branch Cash Branch Fine & Audit Branch)	Sh. Sandeep Garg Judge-Incharge/Mediation	Ms. Vijeta Singh Rawat ADJ-01
12.	Hindi Section	Ms. Kiran Gupta ASJ-06	Sh. Shirish Aggarwal ADJ-03
13.	Computer Branch Digitization Cell E-Sewa Kendra/ Facilitation Centre	Sh. Dheeraj Mor ASJ-06	Sh. Sudhir Kumar Sirohi Spl. Judge/NDPS
14.	R&I Branch & RTI Branch	Ms. Vijeta Singh Rawat ADJ-01	Sh. Pawan Kumar ASJ/SFTC
15.	Ball & Filing Section	Ms. Hardeep Kaur ASJ-02	Sh. Sudhir Kumar Sirohi Spl. Judge/NDPS
16.	Vulnerable Witness Deposition Complex	Ms. Chavi Kapoor ASJ-01/POCSO	Sh. Pawan Kumar ASJ/SFTC
17.	Stationary Branch	Sh. Pawan Kumar ASJ/SFTC	Sh. Abhishek Kumar ACMM-01
18.	Library Branch & Protocol Branch	Ms. Vijeta Singh Rawat ADJ-01	Sh. Shirish Aggarwal ADJ-03
19.	Record Room (Civil, Criminal & Sessions)	Sh. Sumit Dass ADJ-02 & Wakf Tribunal	Ms. Vijeta Singh Rawat ADJ-01
20.	CMM Office & Evening Cell	Ms. Nabesha Wall CMM	Sh. Abhishek Kumar ACMM-01
21.	Nazarat Branch	Sh. Sidhant Shihag Administrative Civil Judge.	Sh. Animesh Bhaskar Mani Tripathi MM-02
22.	Public Information Officer	AO/Judicial	Drawing & Disbursing Officer
23.	Grievances Redressal Officer U/s 23 of the Rights of Persons with Disabilities Act, 2023	The Administrative Civil Judge.	The JSCC / ASCJ/GJ.
24.	Nodal Officer for Prevention of Smoking in Patiala House Court Complex	Br.A.O./A.O (Judicial)	All Branch Incharge(s) shall also act as Nodal Officer for respective branch(s).
25.	Nodal Officer for carrying out random inspection regarding working of Oath Commissioners.	The Chief Metropolitan Magistrate	The Addl. Chief Metropolitan Magistrate-II


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26.	Nodal Officer for Computer Branch	Sh. Animesh Bhaskar Mani Tripathi MM 02	Sh. Sukhman Sandhu CJ-01
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7/10
Azad
Kumar

Note :-

1. As and when any Officer In-charge happens to be on leave or not available for any reason, the Link Officer In-charge shall look after the work of the concerned branch.
2. The work of Facilitation Centre shall be looked after by Incharge, Administration Branch till further orders.
3. The Officer-Incharge Judicial Branch is hereby authorized to look after the work of service of summons of the Judicial Officers/Officials and the work of Grant of Police Assistance/Aid in execution cases. In case of his/her non-availability, Link Officer-Incharge shall look after the said work.
4. Any Correspondence with the Hon'ble High Court of Delhi shall be done by the undersigned(s).



(Vimal Kumar Yadav)
Principal District & Sessions Judge
New Delhi District
Patiala House Courts, New Delhi.

11427-11506
No. /Admn./Pr.D&SJ/NDD/PHC/2024

Dated, Delhi the 15/4/24.

Copy forwarded for information & necessary action to :-

1. Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. Ld. Principal District & Sessions Judge (Hqs.), Tis Hazari Courts, Delhi.
3. All the Judicial Officer(s) concerned.
4. The Secretary, DLSA, Patiala House Courts, New Delhi.
5. The A.O.(J) Patiala House Courts, New Delhi.
6. The Officers/Officials Concerned.
7. The Personal Office of the undersigned.
8. The Record Officer, Patiala House Courts, New Delhi.
9. The Branch In-Charge, Computer Branch for Web-Site, of Patiala House Courts, New Delhi.
10. All Branch In-Charge(s), Patiala House Courts, New Delhi.
11. The Branch Incharge, R& I Branch, Patiala House Courts, New Delhi. for uploading on **LAYERS**.


(Vimal Kumar Yadav) 15/4/24
Principal District & Sessions Judge
New Delhi District
Patiala House Courts, New Delhi.