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

ORDER

In super-session of earlier orders, the following Judicial Officers are hereby appointed as Officer In-Charge/Link Officer In-Charge to look after the work of Branches indicated against their names with immediate effect :

S. No	Name of the Branch	Officer-Incharge	Link Officer-Incharge
1.	General Branch	Ms. Deepali Sharma, DJ (Comm.)-03	Sh. Jitendra Pratap Singh, Spl. Judge(NDPS)
2.	Judicial Branch & Leave Sanctioning Authority for Judicial Officers	Sh. Sanjay Khanagwal, DJ (Comm.)-02	Sh. Dharmender Rana, DJ-01
3.	Copying Agency	Mr. Syed Zishan Ali Warsi, ASJ-04	Sh. Anubhav Jain, DJ-05
4.	Administration Branch-I, II & III and Leave Sanctioning Authority for Staff	Sh. Amit Bansal, ASJ-02	Ms. Deepali Sharma, DJ (Comm.)-03
5.	PRO Branch	Sh. Devender Kumar Garg, Judge, Family Court	Dr. Pankaj Sharma, DJ-02 & Wakf Tribunal
6.	Purchase Cell	Ms. Shefali Barnala Tandon ASJ-06	Sh. Jitendra Pratap Singh, Spl. Judge(NDPS)
7.	Care Taking Branch & Telephone Exchange	Ms. Shefali Barnala Tandon ASJ-06	The Administrative Civil Judge
8.	Pool Car Section	Sh. Dharmender Rana DJ-01	Sh. Abhilash Malhotra, PO (MACT)-02
9.	Vigilance & Litigation Branch	Sh. Pulastaya Pramachala, DJ (Comm.)-01	Ms. Shefali Barnala Tandon ASJ-06
10.	Controlling Officer (Accounts Branch, Cash Branch, Fine & Audit Branch)	Sh. Saurabh Partap Singh Laler, ASJ-05	Ms. Shefali Barnala Tandon ASJ-06
11.	Head of Office (Accounts Branch, Cash Branch, Fine & Audit Branch)	Dr. Pankaj Sharma, DJ-02 & Wakf Tribunal	Sh. Dhirendra Rana, ASJ-07
12.	Hindi Section	Ms. Sugandha Aggarwal, DJ-04	Ms. Meenu Kaushik, DJ-03
13.	Computer Branch, Digitization Cell, E-Sewa Kendra/ Facilitation Centre	Sh. Dhirendra Rana, ASJ-07	Sh. Abhilash Malhotra, PO (MACT)-02
14.	R&I Branch and RTI Branch	Sh. Jitendra Pratap Singh, Spl. Judge (NDPS)	Ms. Deepti Devesh, ASJ/SFTC
15.	Bail & Filing Section	Ms. Deepali Sharma, DJ (Comm.)-03	Sh. Jitendra Pratap Singh, Spl. Judge/NDPS

16.	Vulnerable Witness Deposition Complex	Ms. Deepti Devesh, ASJ/SFTC	Ms. Shruti Chaudhary, SCJ/RC
17.	Stationary Branch	Sh. Shirish Aggarwal, PO(MACT)-01	Sh. Anubhav Jain, DJ-05
18.	Library Branch & Protocol Branch	Ms. Meenu Kaushik, DJ-03	Ms. Deepti Devesh, ASJ/SFTC
19.	Record Room (Civil, Criminal & Sessions)	Sh. Dhirendra Rana, ASJ-07	Dr. Pankaj Sharma, DJ-02 & Wakf Tribunal
20.	CJM Office & Evening Cell	Sh. Mridul Gupta, CJM	Sh. Pranav Joshi, ACJM-01
21.	Nazarat Branch	Sh. Rupinder Singh Dhiman ACJ/CCJ/ARC	Sh. Animesh Kumar, JMFC-02
22.	Grievances Redressal Officer U/s 23 of the Rights of Persons with Disabilities Act, 2023	The Administrative Civil Judge	The JSCC /ASCJ/GJ
23.	Nodal Officer for Prevention of Smoking in Patiala House Court Complex	Branch In-charge, Care Taking Branch	All Branch In-charge(s) shall also act as Nodal Officer for respective branch(s).
24.	Nodal Officer for carrying out random Inspection regarding working of Oath Commissioners	The Addl. Chief Judicial Magistrate-I	The Addl. Chief Judicial Magistrate-II
25.	Nodal Officer for Computer Branch	Sh. Pranav Joshi, ACJM-01	Sh. Robinjeet Singh, JSCC/ASCJ/GJ
26.	Transparency Officer (RTI)	Ms. Deepali Sharma, DJ (Comm.)-03	Sh. Shirish Aggarwal, PO(MACT)-01
27.	First Appellate Authority (RTI)	Sh. Abhilash Malhotra, PO (MACT)-02	Sh. Shirish Aggarwal, PO(MACT)-01

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, Admn. Branch till further orders.

3. Any Correspondence with the Hon'ble High Court of Delhi shall be done by the undersigned.

16/12/2024

(Pitamber Dutt)
Principal District & Sessions Judge
New Delhi District, PHC, New Delhi

No. 4810-4919/Admn./Pr.D&SJ/NDD/PHC/2025 Dated, Delhi the 17/02/26

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 Branch In-Charge, Computer Branch for uploading on Web-Site of Patiala House Courts, New Delhi & LAYERS.
9. All Branch In-Charge(s), Patiala House Courts, New Delhi.

16/2/26

Principal District & Sessions Judge
New Delhi District, PHC, New Delhi