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

CIRCULAR

In terms of the directions received vide extract of the Minutes of Meeting of Hon'ble Information Technology and Artificial Intelligence Committee dated, 18.03.2026, all the Ld. Judicial Officer/ DHJS presiding over courts of Criminal Jurisdiction of New Delhi District are requested to direct the concerned staff official of their court to create a dedicated folder namely **"Transferred cases of Section 138 NI Act"** on their Computer Systems/Desktop specifically for keeping the scanned copies of Cr.L.P./Crl. Appeals filed under Section 138 NI Act as received from the Hon'ble High Court of Delhi.

All files received shall be saved in that folder, using the Hon'ble High Court of Delhi Reference number for easy identification. Additionally, concerned officials shall be directed to maintain a backup of this folder.

These directions are to be followed on a temporary basis until further specific instructions are received from the Ld. Chairman (IT & Digitization) Delhi District Courts.

This issues with the prior approval of Ld. Principal District & Sessions Judge, and Ld. Principal District & Sessions Judge, North District.

(Dhirendra Rana)
Officer-In-Charge (Computers)/
Additional Sessions Judge-07
Patiala House Courts
New Delhi District

No. 504 - 518 **/Comp./PHC/NDD/2026** **Dated:** 15/05/2026

Copy Forwarded for information an necessary action to:

1. Ld. Judicial Officers/DHJS Presiding over courts of Criminal Jurisdiction of New Delhi District.
2. PS to Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts.
3. Dealing official, website, Patiala House Courts , New Delhi District.
4. R & I Branch, Patiala House Courts , New Delhi District to upload on LAYERS.

Officer-In-Charge (Computers)/
Additional Sessions Judge-07
Patiala House Courts
New Delhi District