

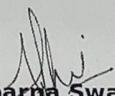
**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NEW DELHI DISTRICT, PATIALA HOUSE COURTS: NEW DELHI**

CIRCULAR

It has been observed by the Ld. Principal District & Sessions Judge that leave applications of some of the Ld. Judicial Officers, New Delhi District, are being submitted after a considerable delay, i.e after the leave has already been availed of. It is, therefore, impressed upon all the Judicial Officers, New Delhi District to submit their leave applications preferably in advance or where it is not possible, soon after availing the leave and, in any case, upon resumption of duties.

It is further impressed upon all the Judicial Officers that formal application for Earned Leave should be submitted at least fifteen days in advance, unless prevented by exigencies that are completely unanticipated.

This issues with the prior approval of the Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi.


(Aparna Swami)
District Judge-04/

(Leave Sanctioning Authority for Officers of DHJS & DJS),
for Principal District & Sessions Judge, New Delhi District

24203-258
No. _____/Judl./PHC/NDD/2026

Dated, New Delhi the 10/9/26

Copy forwarded for information and necessary action to:

1. All the Ld. Judicial Officers, New Delhi District.
2. P.S. to Ld. Principal District & Sessions Judge, New Delhi District.
3. Branch In-charge, Computers, New Delhi District to upload the same on the web site of this District.


District Judge-04/
(Leave Sanctioning Authority for Officers of DHJS & DJS),
for Principal District & Sessions Judge, New Delhi District