

**OFFICE OF THE DISTRICT & SESSIONS JUDGE
NORTH-WEST DISTRICT, ROHINI COURTS, DELHI**

C I R C U L A R

In pursuance to letter no. 1440/F.211,212&230/Vig./NW/RC/2019&2020 dated 25.01.2023 of Ld. Officer In-charge (Vigilance), North-West District, Rohini Courts, Delhi, all the staff members posted in North-West District are directed to hand over the charge in all aspects to their successor as and when they are transferred from one place to another. Further, all the Ld. Judicial Officers and Ld. Officer In-Charges are requested not forwarding/accepting of the relieving reports by the concerned court/branch of the transferred officials without charge report and in case there is no charge under the transferred officials then an undertaking, duly forwarded by the Presiding Officer, in this regard must be attached with the relieving report.

Non-compliance of the above directions shall be viewed seriously.

(SUNIL KUMAR)
OFFICER IN-CHARGE
ADMINISTRATION BRANCH-I&II (NW)
ROHINI COURTS, DELHI

No. F2(1)/Cir./Admn.(NW)/2022/

3712-3781

Date:

31/01/23

Copy forwarded for information and necessary action to :-

1. All the Ld. Judicial Officers posted in North West District, Rohini Courts Complex, Delhi with request to circulate the same amongst the staff posted under their kind control.
2. Ld. Judge In-Charge, Mediation Centre, Rohini Courts Complex, Delhi with request to circulate the same amongst the staff posted under their kind control.
3. All the Branch Incharges, North-West District, Rohini Court, Delhi with the direction to circulate the same amongst the staff posted under their kind control.
4. The PS to the Ld. PD&SJ (NW), Rohini Court, Delhi.
5. The Caretaker, Rohini Courts Complex, Delhi.
6. The Dealing Officials, Layers Seat for uploading on the Layers Portal.
7. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the official website of this office.
8. The Record Officer, North-West District, Rohini Courts, Delhi.
9. The Dealing clerk in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS.

(OFFICER IN-CHARGE)
ADMINISTRATION BRANCH-I&II (NW)
ROHINI COURTS, DELHI