

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE:
NORTH WEST:ROHINI DISTRICT COURTS:DELHI**

CIRCULAR

Whereas time and again directions have been issued regarding updations of data entries/KHARJAS of cases on daily basis which are not being complied with by the Readers/Ahlmads/Asst. Ahlmads, therefore, undated cases are being reflected on NJDG, in the CIS NC 3.2 Software.

All Readers/Ahlmads/Asst. Ahlmads are hereby directed to make updations in regard to data entries/KHARJAS of cases on regular basis and Sr. PAs/PA's are directed to upload all the ordersheets in CIS 3.2, on regular basis and further are directed to send the ordersheets relating to Bail Orders/Misc. Cases (whose entries are not in the database CIS 3.2) on the same day, under the supervision of the Readers, on the email ID: courtrohini@gmail.com, in PDF format only, for uploading on official website.

Non-compliance shall be viewed seriously.

Suresh Gupta

(Suresh Kumar Gupta)
Principal District & Sessions Judge
North West District
Rohini District Courts, Delhi

19321-19359
No. _____/NW/RHC/Delhi

Dated:- 04/06/2021

Copies forwarded for action and information to:-

1. All the Judicial Officers posted in North West District with request to bring this circular into the notice of Readers/Ahlmads/Asst. Ahlmads/P.A.s/Sr. P.A.s, under their control for immediate compliance.
2. Personal Office of the undersigned(s).
3. Uploading through Layers, R&I Branch, Rohini Courts, Delhi.
4. Branch Incharge, Computer Branch, to upload the circular on official website.
5. Guard file.

Suresh Gupta

(Suresh Kumar Gupta)
Principal District & Sessions Judge
North West District
Rohini District Courts, Delhi