

CIR 4

O/C

OFFICE OF THE DISTRICT & SESSIONS JUDGE (NORTH-WEST DISTRICT)**ROHINI COURT COMPLEX: DELHI.**No. 5632 F2(3)/Judl/NW/RC/15Dated 30-5-15

To

Sh. Dinesh Kumar Sharma
Director (Academics)
Delhi Judicial Academy
Dwarka, New Delhi.

Sub: Training Programme on Supervisory and Administrative Skills for the Officers of DHJS & DJS.

Sir,

This is with reference to your letter No.DJA/Acd/Trg.Prog./Sup.&Adm.Skills / 925/2015/3150 dated 26.05.15 on the captioned subject.

This is to apprise you that Ms. Swarana Kanta Sharma, ASJ (Electricity) N/W/Officer In-Charge (Admn.-I) N/W and Sh. Gagandeep Singh, ACJ N/W have been nominated to attend **"Training Programme on Supervisory and Administrative Skills for the Officers of DHJS & DJS"** scheduled for 24th & 25th July, 2015.

Thanking you,

Yours sincerely,

(YOGESH KHANNA)

District & Sessions Judge (NW)
Rohini Courts, Delhi.

Copy forwarded for information to:-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. Ms. Swarana Kanta Sharma, ASJ (Electricity) N/W, Rohini Courts, Delhi along with copy of the aforesaid letter of Delhi Judicial Academy and to attend the programme as per schedule.
3. Sh. Gagandeep Singh, ACJ N/W, Rohini Courts, Delhi along with copy of the aforesaid letter of Delhi Judicial Academy and to attend the programme as per schedule.
4. Officer Incharge, Pool Cars, Rohini Courts, Delhi.
5. APRO, Rohini Courts, Delhi.
6. Web-site Committee, Rohini Courts, Delhi.

District & Sessions Judge (NW)
Rohini Courts, Delhi.

Sub: Training Programme on Supervisory and Administrative Skills for the Officers of DHJS & DJS.

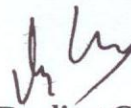
Respected Sir,

This office has received a letter bearing diary no.-DJA/Acd/Trg.Prog./Sup & AdmnSkills/925/2015/3150 dated 26.05.15 on the captioned subject from Sh. Dinesh Kumar Sharma, Director (Academics), Delhi Judicial Academy, Delhi which is placed on opposite side and may be perused.

Vide the above said letter, it has been submitted that DJA is conducting "Training Programme on Supervisory and Administrative Skills for the Officers of DHJS & DJS" on 24th & 25th July, 2015 and a request has been made to nominate two Judicial Officers with administrative responsibilities one each from DHJS and DJS cadre, preferably Officer-In-Charge (Admn.-1) and Administrative Civil Judge of North-West District, to participate in the above mentioned programme.

Submitted for necessary directions please.

27.05.15


(Dealing Clerk)

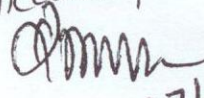
Branch In-charge (Judicial N/W) On LEAVE TODAY.

Nisha Khanna
A.O. (J) N/W 26/05/2015

Ld. Officer In-charge (Judicial N/W)


Ld. District & Sessions Judge N/W

Nomination is to be made preferably of oic (Admn-1) and ACT. for necessary orders, pl.


27/05/15

Leave
28/5/15

Letter prepared.
for approval pl.

 30/05/15

Dinesh Kumar Sharma

D.H.J.S.

Director (Academics)

**DELHI JUDICIAL ACADEMY**
(High Court of Delhi)

Sector-14, Dwarka, New Delhi-110078

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TeleFax No. - +91-11-28036688

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Email - director-dja@nic.in, dja@vsnl.net

Most Urgent/
Out at OnceNo. DJA/Acd./Trg. Prog./Sup.&Adm. Skills/925/2015/3150 26th May, 2015

To

1. Sh. A. K. Chawla, District & Sessions Judge (HQs), Central District, Tis Hazari Courts, Delhi
2. Ms. Anu Malhotra, District & Sessions Judge, South District, Saket Courts, New Delhi
3. Sh. Yogesh Khanna, District & Sessions Judge, North-West District, Rohini Courts, Delhi
4. Ms. Ravinder Kaur, District & Sessions Judge, South-West District, Dwarka Courts, New Delhi
5. Sh. Talwant Singh, District & Sessions Judge, East District, Karkardooma Courts, Delhi
6. Dr. T. R. Naval, District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi
7. Sh. Rakesh Siddhartha, District & Sessions Judge, North-East District, Karkardooma Courts, Delhi
8. Sh. Amar Nath, District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi
9. Sh. Pradeep Chadha, District & Sessions Judge, North District, Rohini Courts, Delhi
10. Sh. Brijesh Sethi, District & Sessions Judge, South-East District, Saket Courts, New Delhi
11. Ms. Rekha Rani, District & Sessions Judge, West District, Tis Hazari Courts, Delhi

Sub.: Training Programme on Supervisory and Administrative Skills for the Officers of DHJS & DJS

Respected Sir/Madam:

As your goodself is aware, Delhi Judicial Academy is conducting the above mentioned programme on **24th & 25th July, 2015** as per the *Continuous Judicial Education & Training Programmes Calendar-2015* approved by the High Court of Delhi. Broad objectives of the programme are -*Capacity building for supervisory & administrative responsibilities; Identification of challenges in administration & management and Identification of best practices & finding solutions.*

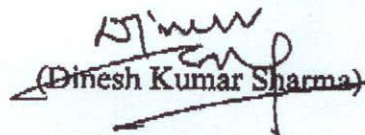
As per the approved criteria for nomination of participants for the programme, nomination of two Judicial Officers of DHJS & DJS looking after administrative responsibilities are required to be made by each District Judge.

Therefore, your goodself is kindly requested to nominate two Judicial Officers with administrative responsibilities one each from DHJS and DJS cadre, preferably Officer-In-charge(Admn-1) and Administrative Civil Judge, posted in your district, to participate in the above mentioned programme.

- The nominated Judicial Officers may kindly be advised not to list any judicial work on 24th & 25th of July, 2015 so that litigants and lawyer are not inconvenienced. In case some judicial work has already been listed, it may be preponed or adjourned accordingly, to the extent possible.

With regards,

Yours sincerely,


(Dinesh Kumar Sharma)


No. DJA/Acd./Trg. Prog./Sup.&Adm. Skills/925/2015


26th May, 2015

Copy for information to:

1. PS to Hon'ble Mr. Justice S. Ravindra Bhat, Chairperson, Judicial Education & Training Programmes Committee, High Court of Delhi, New Delhi for information of the Hon'ble Chairperson *(through e-mail)*.
2. The Registrar General, High Court of Delhi, New Delhi.

Ld. OIC Judl. (w/w).


(Dinesh Kumar Sharma)


District & Sessions Judge (NW)
Rohini Courts, Delhi

27/5/2015.