

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

CIRCULAR

Subject : Directions to Ministerial Staff qua Punctuality.

The normal working hours in Delhi District Courts is 10:00 AM to 5:00 PM (10:00 AM to 7:00 PM for evening courts) and every official is expected to be present in the office at scheduled timings.

However, it has been noticed by the undersigned(s) that some of the officials do not observe punctuality despite issuance of directions from time to time. Hence, all the officials are directed to maintain the punctuality during office hours.

In addition to the above, habitual non-observance of scheduled hours for attending office may also be treated as lack of devotion to duty and may attract disciplinary action under the extant provision of CCS(CCA) Rules, 1965.

Note : No laxity will be tolerated for erring official(s).


(SWARANA KANTA SHARMA)

District & Sessions Judge
North-District, Rohini Courts, Delhi.


(R. P. PANDEY)

District & Sessions Judge
North-West, Rohini Courts, Delhi.


No. D&SJ(N)/Sectt./RC/2019/.....**7.6043-36133**

Dated.....**6/12/19**.....

Copy forwarded for information and necessary action to :-

1. The Ld. District & Sessions Judge(HQs.), Tis Hazari Courts, Delhi.
2. All the Judicial Officers (North & North-West District) with the request to bring the contents of the circular amongst all the court staff member working under their control.
3. The Sr. Administrative Officer (J)/Branch In-charges (North & North-West District) to bring the contents of the circular amongst all the court staff member working under their control.
4. The Branch In-charge, R&I Branch for uploading on LAYERS.
5. PS to the undersigned(s).
6. The Guard file.


District & Sessions Judge
North-District, Rohini Courts, Delhi.


District & Sessions Judge
North-West, Rohini Courts, Delhi.