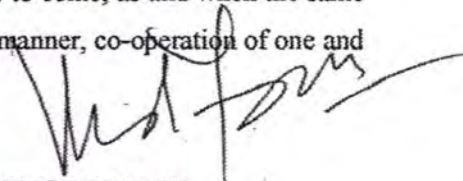


OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH-WEST DISTRICT, ROHINI COURTS, DELHI

CIRCULAR

In pursuance of Circular No. 22097-277/P&T/Admn.II/Hqs/Delhi/2023 dated 01.06.2023 issued by Ld. Officer Incharge, Admn.II (Hqs)/Chairman, IT & Digitization, Delhi District Courts, Tis Hazari Courts, Dehi, the work of Digitization in Delhi District Court is being undertaken on war footing; in sync with the spirit of this work all the learned Presiding Officer(s) in posted North-West District, Rohini Courts, Delhi are requested to retain the ministerial staff posted in their respective courts in such a manner that during the entire two batches vis-a-vis 12.06.2023 to 19.06.2023 and 22.06.2023 to 30.06.2023 atleast one amongst the three i.e. either the Ahlmad/Asstt. Ahlmad or Reader in their court is present during the entire length/period of Special Casual Leave in the impending Summer Vacations. Further, all the Ahlmad/Asstt. Ahlmad in their respective courts be also directed to prepare/complete the judicial records in such a manner that the moment it is being summoned for scanning by the Digitization Branch (NW), Rohini Courts, it is readily made available to the quarter concerned without any unwarranted delay or last minute reasonings.

This digitization endeavor being undertaken shall be fruitful for ages to come, as and when the same is successfully completed and for the it to be implemented in a sychronized manner, co-operation of one and all is warranted in both letter and spirit.

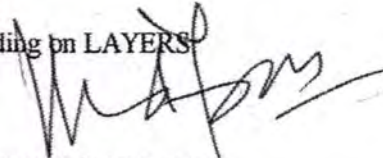

(VINOD YADAV)
OFFICER INCHARGE
ADMINISTRATION BRANCH-I & II (NW)
ROHINI COURTS DELHI

No. F2(1)/Admn./NW/RC/2023/ 19299-19376

Date:- 6/6/23

Copy forwarded for information and necessary action to:-

1. Ld. Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
2. All the Ld. Judicial Officer(s) posted in North-West District, Rohini Courts, Delhi.
3. The A.O.J., North-West District, Rohini Courts, Delhi.
4. The Accounts Officer, Accounts Branch (NW), Rohini Courts, Delhi.
5. All the Branch In-Charge(s) posted in North-West District, Rohini Courts, Delhi.
6. The Personal Office of the undersigned.
7. The Record Officer (North-West), Rohini Courts, Delhi.
8. The Website Committee, Computer Branch, Rohini Courts, Delhi.
9. The Dealing clerk in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS


OFFICER INCHARGE
ADMINISTRATION BRANCH-I & II (NW)
ROHINI COURTS DELHI