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

## CIRCULAR

As directed by Ld. Officer In-charge, Admn. III, North-West, Rohini Delhi regarding letter bearing No 9385/S.B./Accts./N-W/Rohini/2023 dated 07.07.2023 received from Drawing & Disbursing Officer, North-west District, Rohini Courts, Delhi for providing details of Officials who were on leave on first working day of July 2023 in order to release of annual increment in the month of July 2023, all the Branch In-Charge & Readers posted in the Courts of Northwest District, Rohini Courts, Delhi are requested to send the detail of officials those who were on earned leave/ medical leave/ maternity leave/ paternity leave/ extra-ordinary leave on first working day of July 2023 along with period of leave, nature of leave and their consequent joining, duly forwarded by their Ld. Presiding Officer/ Ld. Officer In-charge to Account Branch, North-west District, Rohini Courts, Delhi, within two days.

> Administrative Officer (Judicial) Administration Branch-III North-West, Rohini Courts, Delhi

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/Admn. Br. III/NW/RC/2023

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Copy forwarded for information and necessary action to :-

- Ps to Ld. Principal District & Sessions Judge, North-West District, Rohini Courts, 1.
- Drawing & Disbursing Officer, North-West District, Rohini Courts, Delhi 2.
- 3. All the Branch In-Charges of North-West District, Rohini Courts, Delhi
- All the Readers posted in the court of North-West District, Rohini Courts, Delhi 4.
- 5. Web-site Committee, Computer Branch, Rohini Courts, Delhi

Administrative Officer (Judicial) Administration Branch-III

North-West, Rohini Courts, Delhi