

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

C I R C U L A R

In pursuance to circular no. 37380-37600/Cir./P&T/Admn.II/HQs/2023 dated 18.09.2023 of the Office of the Ld. Principal District & Sessions Judge (HQs), Delhi (copy enclosed), all the Assistant Ahlmad(s) posted in North-West District, Rohini Court Complex are directed to submit the **Proforma "B"** as mentioned below, duly forwarded by their respective Judicial Officer, to the Judicial Branch (NW) and copy of the same be also submitted to the Digitization Branch (NW) in the first week of every quarter (starting January, 2024).

Proforma "B"

Name of the court:							
Name of the Asstt. Ahlmad & E.C.:							
Total No. of decided files for consignment as on 01.01.2023			Status of decided files for consignment during this quarter (..... to) (for e.g. Oct. 2023 to Dec. 2023)				If ready files are not consigned, specify reason thereof
Decided	Ready (for consignment)	Unprepared	Total No. of Decided	Ready	Un- Prepared	Consigned	

Non-compliance of the above directions shall be viewed seriously.

[Signature]

(VIMAL KUMAR YADAV)
PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH-WEST DISTRICT, ROHINI COURTS, DELHI

No. F2(1)/Cir./Admn.I&II(NW)/2024/ 7608-7688

Date: 28/02/2024

Copy forwarded for information and with the request to bring the above said contents of the Circular into the notice of the officials concerned posted in their respective courts/branches, for strict compliance to :-

1. All the Ld. Judicial Officer(s) posted in North-West District, Rohini Courts, Delhi.
2. All the Officer Incharge(s), North-West District, Rohini Court, Delhi.
3. The Branch Incharge, Judicial Branch (NW), Rohini Courts, Delhi.
3. The Branch Incharge, Digitization Branch (NW), Rohini Courts, Delhi.
3. The Branch Incharge, Record Room (NW), Rohini Courts, Delhi.
3. The PS office of the undersigned.
4. The Dealing Officials, Layers Seat for uploading on the Layers Portal.
5. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the official website of this office.
6. The Record Officer, North-West District, Rohini Courts, Delhi.
7. The Dealing clerk in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS.

[Signature]
28/2/24

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

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