OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs), DELHI

CIRCULAR

Subject: Digitization of Records during Summer Vacation 2025

In order to streamline and expedite the ongoing digitization process across Delhi District Courts, all the Readers posted in the courts of Ld. District Judges and Ld. Civil Judges in each court complex are directed to report to the *Branch-in-Charge, Digitization Section* of their respective complex on the days of their detention during Summer Vacation 2025, *excluding the period of their Special Casual Leave*.

This issues with prior approval of Ld. Principal District & Sessions Judge (HQs).

SUNIL KUMAR SHARMA
Digitally signed by SUNIL KUMAR SHARMA
Date: 2025.06.12 14:26:24 +05'30'

(Sunil Kumar Sharma)
District Judge/Officer-in-Charge,
Administration Branch - II(HQs)
Tis Hazari Courts, Delhi

No. 29844-904 /P&T/Admn.II(HQs)/2025 Dated, Delhi the 12 JUN 2025

Copy forwarded for information and necessary action:

1. Ld. Principal District & Sessions Judges, Delhi/New Delhi.
2. Ld. Officers-in-Charge, Administration Branch-II, all Districts.
3. Ld. Officers-in-Charge, Digitization Section, all Districts.
4. PS to Ld. Principal District & Sessions Judge (HQs), THC, Delhi.
5. PS to undersigned.
6. The Branch-in-Charge, Administration Branches of all districts - with the directions to ensure availability of adequate number of Readers (not more than 25) from their respective court complexes (*in co-ordination with other Administration Branches, where more than 01 district is housed in one complex*) in their respective Digitization Branch.
7. The Readers, Central & West District, THC, Delhi – as per list overleaf.
8. For uploading on LAYERS.

SUNIL KUMAR SHARMA
Digitally signed by SUNIL KUMAR SHARMA
Date: 2025.06.12 14:27:16 +05'30'

District Judge/Officer-in-Charge,
Administration Branch - II(HQs)
Tis Hazari Courts, Delhi

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

No.F1(1)/Cir./Admn.II(N/W)/RC/2025/ 19870-884 Date: 12/06/2025

Copy forwarded for information and necessary action to:-

1. The PS to the Ld. Principal District & Sessions Judge (NW), Rohini Court, Delhi.
2. Reader in the court of Ms. Preeti Aggarwal Gupta, Ld. District Judge (Commercial Court-01), North West District, Rohini Courts Complex, Delhi for necessary compliance.
3. Reader in the court of Sh. Vinod Yadav, Ld. District Judge (Commercial Court-02), North West District, Rohini Courts Complex, Delhi for necessary compliance.
4. Reader in the court of Sh. Sunil Chaudhary, Ld. District Judge-04, North West District, Rohini Courts Complex, Delhi for necessary compliance.
5. Reader in the court of Sh. Ashish Aggarwal, Ld. District Judge-03, North West District, Rohini Courts Complex, Delhi for necessary compliance.
6. Reader in the court of Sh. Vikram, Ld. District Judge-01 + MACT, North West District, Rohini Courts Complex, Delhi for necessary compliance.
7. Reader in the court of Sh. Rakesh Kumar Singh, Ld. District Judge-02, North West District, Rohini Courts Complex, Delhi for necessary compliance.
8. Reader in the court of Sh. Anuj Kumar Singh, Ld. SCJ / RC, North West District, Rohini Courts Complex, Delhi for necessary compliance.
9. Reader in the court of Sh. Gaurav Sharma, Ld. ASCJ / JSCC / GJ, North West District, Rohini Courts Complex, Delhi for necessary compliance..
10. Reader in the court of Ms. Mansi Malik, Ld. ACJ / CCJ / ARC, North West District, Rohini Courts Complex, Delhi for necessary compliance.
11. Reader in the court of Sh. Arjun Kirar, Ld. Civil Judge, North West District, Rohini Courts Complex, Delhi for necessary compliance.
12. The Branch Incharge, Digitization Cell, Rohini Courts Complex, Delhi for necessary compliance.
13. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the official website of this office.
14. The Record Officer, North-West District, Rohini Courts, Delhi.
15. The Dealing clerk in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS.

12/06/25

(Branch In-Charge)
Administration Branch- II
North-West District
Rohini Courts, Delhi