

OFFICE OF THE DISTRICT & SESSIONS JUDGE (SOUTH)  
DISTRICT COURT COMPLEX, SAKET, NEW DELHI

ORDER NO. 29/2017

Dated:- 16<sup>th</sup> May, 2017

Pursuant to the transfer & posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committees for the District Court Complex Saket, New Delhi are hereby reconstituted:-

**I. E-TENDERING COMMITTEE**

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|---|---------------|
| 1. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)      | - Chairperson |
| 2. Ms. Vineeta Goyal, Addl. District Judge (South)                | - Member      |
| 3. Ms. Savita Rao, Spl. Judge (PC Act), CBI (South)               | - Member      |
| 4. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate, (South) | - Member      |
| 5. Mr. Samar Vishal, Administrative Civil Judge (South)           | - Member      |

**II. SAKET STUDY CIRCLE**

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|---|-----------------|
| 1. Ms. Vrinda Kumari, Spl. Judge (PC Act) CBI (South)         | - Nodal Officer |
| 2. Mr. Sushant Changotra, Metropolitan Magistrate, (South)    | - Member        |
| 3. Ms. Saloni Singh, Metropolitan Magistrate, (South)         | - Member        |
| 4. Ms. Shriya Agrawal, Civil Judge (South-East)               | - Member        |
| 5. Mr. Mohit Sharma, Metropolitan Magistrate (Traffic)(South) | - Member        |

**III. BUILDING MAINTENANCE COMMITTEE (BMC)**

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|--|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)                            | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)         | - Member      |
| 3. Ms. Vineeta Goyal, Addl. District Judge (South)                   | - Member      |
| 4. Mr. Anil Kumar, Addl. District Judge (South)                      | - Member      |
| 5. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 6. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**SUB-COMMITTEES OF BUILDING MAINTENANCE COMMITTEE**

**(a.) HOUSEKEEPING (CLEANLINESS/SANITATION ETC.)**

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|--|---------------|
| 1. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)         | - Chairperson |
| 2. Ms. Sunena Sharma, Addl. Sessions Judge (South)                   | - Member      |
| 3. Mr. Pooran Chand, Addl. District Judge (South-East)               | - Member      |
| 4. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 5. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**(b.) RESIDENTIAL COMPLEX (AT SAKET)**

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|--|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)                            | - Chairperson |
| 2. Mr. Pritam Singh, ADJ (South)                                     | - Member      |
| 3. Mr. Pooran Chand, Addl. District Judge (South-East)               | - Member      |
| 4. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South)     | - Member      |
| 5. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 6. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**(c.) SPACE ALLOTMENT**

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|--|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)                    | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East) | - Member      |
| 3. Ms. Vineeta Goyal, Addl. District Judge (South)           | - Member      |
| 4. Dr. Neera Bharihoke, Addl. District Judge (South)         | - Member      |
| 5. Mr. Anil Kumar, Addl. District Judge (South)              | - Member      |
| 6. Mr. Pooran Chand, Addl. District Judge (South-East)       | - Member      |

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**(d.) ENERGY CONSERVATION COMMITTEE**

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|---|---------------|
| 1. Ms. Savita Rao, Spl. Judge (PC Act), CBI (South)                     | - Chairperson |
| 2. Mr. Munish Markan, Chief Metropolitan Magistrate (South-East)        | - Member      |
| 3. Ms. Chetna Singh, Metropolitan Magistrate (Mahila Court)(South-East) | - Member      |
| 4. Mr. Samar Vishal, Administrative Civil Judge (South)                 | - Member      |
| 5. Mr. Harjot Singh Bhalla, Administrative Civil Judge (South-East)     | - Member      |

**(e.) COMMITTEE FOR SEMINAR HALL**

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|---|---------------|
| 1. Ms. Ila Rawat, Addl. Sessions Judge (SFTC)(South)                | - Chairperson |
| 2. Mr. Anil Anil, Addl. District Judge (South-East)                 | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)             | - Member      |
| 4. Mr. Harjot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**(f.) COMMITTEE FOR CHILD/VULNERABLE WITNESS COURT ROOM**

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|---|---------------|
| 1. Ms. Ila Rawat, Addl. Sessions Judge (SFTC)(South)                | - Chairperson |
| 2. Mr. Balwant Rai Bansal, Addl. Sessions Judge (South)             | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)             | - Member      |
| 4. Mr. Harjot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**IV. SECURITY COMMITTEE**

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|--|---------------|
| 1. Mr. Gurvinder Pal Singh, Addl. District Judge (South-East)    | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)     | - Member      |
| 3. Mr. Anil Kumar, Addl. District Judge (South)                  | - Member      |
| 4. Mr. Pritam Singh, Addl. District Judge (South)                | - Member      |
| 5. Mr. Munish Markan, Chief Metropolitan Magistrate (South-East) | - Member      |
| 6. Ms. Surya Malik Grover, Chief Metropolitan Magistrate (South) | - Member      |

**V. COMMITTEE FOR DISASTER MANAGEMENT**

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|---|---------------------|
| 1. Ms. Vineeta Goyal, Addl. District Judge (South)            | - Chairperson       |
| 2. Mr. Lokesh Kumar Sharma, Addl. Sessions Judge (South-East) | - Member            |
| 3. Mr. Pooran Chand, Addl. District Judge (South-East)        | - Member            |
| 4. Chief Metropolitan Magistrate (South)                      | - Ex-Officio Member |
| 5. Chief Metropolitan Magistrate (South-East)                 | - Ex-Officio Member |

**VI. ENVIRONMENT (& HORTICULTURE) COMMITTEE**

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|--|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)  | - Chairperson |
| 2. Mr. Sameer Bajpai, PO (MACT)(South)<br>(Nodal officer for Hon'ble High Court) | - Member      |
| 3. Ms. Neelofer Abida Parveen, Addl. District Judge (South-East)                 | - Member      |
| 4. Mr. Samar Vishal, Administrative Civil Judge (South)                          | - Member      |
| 5. Mr. Harjot Singh Bhalla, Administrative Civil Judge (South-East)              | - Member      |

**VII. CONDEMNATION BOARD**

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|--|---------------|
| 1. Mr. Sameer Bajpai, PO (MACT)(South)                   | - Chairperson |
| 2. Mr. Rakesh Kumar-II, Spl. Judge (PC Act)(CBI) (South) | - Member      |
| 3. Mr. Gaurav Gupta, Metropolitan Magistrate (South)     | - Member      |

**VIII. LIBRARY COMMITTEE**

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|--|---------------|
| 1. Ms. Ila Rawat, Addl. Sessions Judge (SFTC)(South)             | - Chairperson |
| 2. Dr. Neera Bharihoke, Addl. District Judge (South)             | - Member      |
| 3. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South) | - Member      |
| 4. Ms. Shriya Agrawal, Civil Judge (South-East)                  | - Member      |

**IX. DISTRICT COURT COMPUTER COMMITTEE**

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|--|---------------|
| 1. Mr. Anil Kumar, Addl. District Judge (South)<br>(Nodal Officer for Central Computer Committee)                              | - Chairperson |
| 2. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South)<br>(Nodal Officer (Computer) for South District)              | - Member      |
| 3. Ms. Chetna Singh, Metropolitan Magistrate (Mahila Court) (South-East)<br>(Nodal Officer (Computer) for South-East District) | - Member      |
| 4. Mr. Anuj Agarwal, Metropolitan Magistrate (South)   | - Member      |
| 5. Mr. Pritam Singh, District System Administrator/JJA (South)   | - Member      |
| 6. Mr. Manoj Kumar, System Administrator/JJA (South-East)  | - Member      |

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X. COMMITTEE FOR DIGITIZATION OF COURT RECORDS

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|---|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)               | - Chairperson |
| 2. Mr. Gulshan Kumar, Addl. Sessions Judge (South-East) | - Member      |
| 3. Ms. Neelam Singh, Spl. Judge (Electricity)(South)    | - Member      |
| 4. Mr. Anil Kumar, Addl. District Judge (South)         | - Member      |
| 5. Mr. Pritam Singh, Addl. District Judge (South)       | - Member      |

XI. COMMITTEE FOR MANAGING DE-STRESS ROOM & MEDICAL UNIT

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|--|---------------|
| 1. Ms. Neelam Singh, Spl. Judge (Electricity)(South)       | - Chairperson |
| 2. Mr. Balwant Rai Bansal, Addl. Sessions Judge (South)    | - Member      |
| 3. Mr. Sushant Changotra, Metropolitan Magistrate, (South) | - Member      |

XII. HOSPITALITY & PROTOCOL COMMITTEE

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|--|---------------|
| 1. Ms. Vineeta Goyal, Addl. District Judge (South)                   | - Chairperson |
| 2. Ms. Pooja Talwar, JSCC-Addl. Sr. Civil Judge (South)              | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 4. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |
| 5. Ms. Shriya Agrawal, Civil Judge (South-East)                      | - Member      |

Notes:-

1. All the correspondence with the Hon'ble High Court shall be made only by the District & Sessions Judge (South).
2. All decisions taken by each Committee (not chaired by District & Sessions Judge herself) shall be subject to the approval of the District & Sessions Judge (South).
3. All the official communications to the District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. District & Sessions Judge and only under instructions of the undersigned.
4. Each of such Committees as mentioned in the preceding note shall submit monthly reports of the status of matters pertaining to it to the District & Sessions Judge (South) by the end of the first week of the following month.
5. Whenever required, the Chairperson of the Committee shall co-ordinate with the Chairperson(s) of other Committee(s), so that there is always a proper cohesion.
6. After the decision(s) of a Committee have been approved, consequential action, including issuance of all necessary communication(s)/order(s) and follow-up, shall be undertaken by the Officer In-charge, through the concerned Branch.

*Asha Menon*  
(Asha Menon) 16-5-17

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi

No. 1538-7698 /AM/D&S(South)/Saket/ND/17

Dated:- 16/05/2017

Copy to:-

1. The Registrar General, High Court of Delhi, New Delhi.
2. The District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
3. The District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
4. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted at Saket Courts Complex, New Delhi and the concerned officials.
5. All the concerned Officers.
6. The Nodal Officer, Website Saket Court Complex, New Delhi with a request to upload the same on the website i.e. [www.ecourts.gov.in/south & south-east delhi](http://www.ecourts.gov.in/south&south-eastdelhi).
7. The Public Relation Officer, Saket Court Complex, New Delhi.
8. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at Saket Courts Complex, New Delhi.
9. Guard File.

*Asha Menon*  
(Asha Menon) 16-5-17

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi

