

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

ORDER NO. 3/2019

Dated:- 18<sup>th</sup> February 2019

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 with immediate effect:-

**I. E-TENDERING COMMITTEE**

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|---|---------------|
| 1. Sh. Harish Dudani Addl. Sessions Judge (SFTC)(South)                   | - Chairperson |
| 2. Ms. Vineeta Goyal, Addl. District Judge (South)                        | - Member      |
| 3. Sh. Sanjeev Kumar Singh, Addl. Sessions Judge (Electricity) (South)    | - Member      |
| 4. Sh. Harjyot Singh Bhalla, Addl. Chief Metropolitan Magistrate, (South) | - Member      |
| 5. Sh. Sachin Sangwan, Administrative Civil Judge (South)                 | - Member      |

**II. SAKET STUDY CIRCLE**

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|--|-----------------|
| 1. Ms. Anuradha Shukla Bhardwaj, Spl. Judge (PC Act) CBI (South) | - Nodal Officer |
| 2. Ms. Saloni Singh, Metropolitan Magistrate, (South)            | - Member        |
| 3. Sh. Anubhav Jain, Metropolitan Magistrate (South-East)        | - Member        |
| 4. Ms. Shriya Agrawal, Civil Judge (South-East)                  | - Member        |

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

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|--|---------------|
| 1. Sh. Harish Dudani Addl. Sessions Judge (SFTC)(South)      | - Chairperson |
| 2. Ms. Vineeta Goyal, Addl. District Judge (South)           | - Member      |
| 3. Sh. Rajesh Kumar Singh, Special Judge (NDPS) (South)      | - Member      |
| 4. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 5. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |

**SUB-COMMITTEES OF BUILDING MAINTENANCE COMMITTEE**

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

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|--|---------------|
| 1. Sh. Harish Dudani Addl. Sessions Judge (SFTC)(South)      | - Chairperson |
| 2. Ms. Sunena Sharma, Addl. Sessions Judge (South)           | - Member      |
| 3. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 4. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |

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

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|--|---------------|
| 1. Sh. Rajesh Kumar Singh, Special Judge (NDPS) (South)                  | - Chairperson |
| 2. Ms. Surya Malik Grover, Addl. District Judge (South-East)             | - Member      |
| 3. Sh. Harjyot Singh Bhalla, Addl. Chief Metropolitan Magistrate (South) | - Member      |
| 4. Sh. Vikrant Vaid, Administrative Civil Judge (South-East)             | - Member      |
| 5. Sh. Sachin Sangwan, Administrative Civil Judge (South)                | - Member      |

**(c.) SPACE ALLOTMENT COMMITTEE:-**

The work of Space Allotment would be looked after by the undersigned herself.

**(d.) ENERGY CONSERVATION COMMITTEE**

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|--|---------------|
| 1. Sh. Sandeep Yadav, Addl. Sessions Judge (South-East)      | - Chairperson |
| 2. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 3. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |

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

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|--|---------------|
| 1. Ms. Ila Rawat, Spl. Judge (PC Act), CBI (South)           | - Chairperson |
| 2. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 3. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |



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

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|--|---------------|
| 1. Ms. Illa Rawat, Special Judge (PC Act), CBI (South)       | - Chairperson |
| 2. Sh. Saurabh Kulshreshtha, Addl. Sessions Judge (South)    | - Member      |
| 3. Sh. Gaurav Rao, Addl. Sessions Judge (South-East)         | - Member      |
| 4. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 5. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |

**IV. SECURITY COMMITTEE**

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|--|---------------|
| 1. Sh. Harish Dudani, Addl. Sessions Judge (SFTC)(South)     | - Chairperson |
| 2. Sh. Suresh Kumar Gupta, Addl. Sessions Judge (South-East) | - Member      |
| 3. Sh. Munish Markan, Addl. District Judge (South)           | - Member      |
| 4. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 5. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |

**V. COMMITTEE FOR DISASTER MANAGEMENT**

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|--|--------------------|
| 1. Ms. Vineeta Goyal, Addl. District Judge (South)                     | - Chairperson      |
| 2. Sh. Sanjeev Kumar Singh, Addl. Sessions Judge (Electricity) (South) | - Member           |
| 3. Sh. Munish Markan, Addl. District Judge (South)                     | - 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. Sh. Sameer Bajpai, PO (MACT)(South)<br>(Nodal officer for Hon'ble High Court) | - Chairperson |
| 2. Ms. Hardeep Kaur, PO, MACT (South-East)                                       | - Member      |
| 3. Sh. Vikrant Vaid, Administrative Civil Judge (South-East)                     | - Member      |
| 4. Sh. Sachin Sangwan, Administrative Civil Judge (South)                        | - Member      |

**VII. CONDEMNATION BOARD**

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|--|---------------|
| 1. Sh. Suresh Kumar Gupta, ASJ-04 (NDPS), South-East | - Chairperson |
| 2. Sh. Sameer Bajpai, PO (MACT)(South)               | - Member      |
| 3. Sh. Gaurav Gupta, Metropolitan Magistrate (South) | - Member      |

**VIII. LIBRARY COMMITTEE**

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|--|---------------|
| 1. Ms. Anuradha Shukla Bhardwaj, Spl. Judge (PC Act) CBI (South) | - Chairperson |
| 2. Ms. Shriya Agrawal, Civil Judge (South-East)                  | - Member      |
| 3. Ms. Neha Priya, Civil Judge (South)                           | - Member      |

**IX. DISTRICT COURT COMPUTER COMMITTEE**

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|--|---------------|
| 1. Sh. Sandeep Yadav, Addl. Sessions Judge (South-East)<br>(Nodal Officer for Central Computer Committee)          | - Chairperson |
| 2. Sh. Vikrant Vaid, Administrative Civil Judge (South-East)<br>(Nodal Officer (Computer) for South-East District) | - Member      |
| 3. Sh. Sachin Sangwan, Administrative Civil Judge (South)<br>(Nodal Officer (Computer) for South District)         | - Member      |
| 4. Ms. Saloni Singh, Metropolitan Magistrate (Mahila Court)(South)   | - Member      |
| 5. Sh. Pritam Singh, District System Administrator/JJA (South)   | - Member      |

**X. COMMITTEE FOR DIGITIZATION OF COURT RECORDS**

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|---|---------------|
| 1. Sh. Sandeep Yadav, Addl. Sessions Judge (South-East) | - Chairperson |
| 3. Sh. Munish Markan, Addl. District Judge (South)      | - Member      |
| 4. Ms. Jyoti Kler, Addl. District Judge (South)         | - Member      |

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

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|--|---------------|
| 1. Sh. Vinay Kumar Khanna, Judge In-Charge, Mediation Centre (Saket)   | - Chairperson |
| 2. Sh. Sanjeev Kumar Singh, Addl. Sessions Judge (Electricity) (South) | - Member      |
| 3. Sh. Sameer Bajpai, PO (MACT)(South)                                 | - Member      |

**XII. HOSPITALITY & PROTOCOL COMMITTEE**

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|--|---------------|
| 1. Ms. Vineeta Goyal, Addl. District Judge (South)           | - Chairperson |
| 2. Ms. Pooja Talwar, Chief Metropolitan Magistrate (South)   | - Member      |
| 3. Sh. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member      |
| 4. Sh. Sachin Sangwan, Administrative Civil Judge (South)    | - Member      |
| 5. Ms. Shriya Agrawal, Civil Judge (South-East)              | - Member      |



Notes:-

1. Sh. Manoj Jain, Principal Judge (South) will be the Special Invitee in all the meetings of the District Court Computer Committee and Committee for Digitization of Court Records.
2. Sh. Sanjiv Jain, Judge Family Court (South-East) will be the Special Invitee in all the meetings of the Building Maintenance Committee and Security Committee.
3. All the correspondence with the Hon'ble High Court shall be made only by the District & Sessions Judge (South).
4. 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).
5. 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 by the undersigned.
6. 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.
7. 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.
8. 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) 18-2-19

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

No. 3425-3614 /AM/D&SJ(South)/Saket/ND/19

Dated:- 18-02-19

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. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
5. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted at Saket Courts Complex, New Delhi and the concerned officials.
6. The Judge Family Court, South-East, Saket Court Complex, New Delhi.
7. All the concerned Officers.
8. 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](http://www.ecourts.gov.in/south) & [south-east delhi](http://www.ecourts.gov.in/south-east).
9. The Public Relation Officer, Saket Court Complex, New Delhi.
10. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at Saket Courts Complex, New Delhi.
11. For uploading on LAYERS.
12. For uploading on Centralized Website through LAYERS.
13. Guard File.

*Asha Menon*  
(Asha Menon) 18-2-19

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