

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

ORDER NO. 62/2017

Dated:- 07th December, 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, Spl. Judge (PC Act), CBI (South) | - 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. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

II. SAKET STUDY CIRCLE

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|---|-----------------|
| 1. Mr. Prem Kumar Barthwal, Addl. Sessions Judge (South-East) | - Nodal Officer |
| 2. Ms. Saloni Singh, Metropolitan Magistrate, (South) | - Member |
| 3. Mr. 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. Mr. Ajay Kumar Kuhar, Addl. Sessions Judge (South-East) | - Chairperson |
| 2. Mr. Sanjiv Jain, Spl. Judge (PC Act), CBI (South) | - Member |
| 3. Ms. Vineeta Goyal, Addl. District Judge (South) | - Member |
| 4. Mr. Rajesh Kumar Singh, Special Judge (NDPS) (South) | - Member |
| 5. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 6. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

SUB-COMMITTEES OF BUILDING MAINTENANCE COMMITTEE

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

- | | |
|---|---------------|
| 1. Mr. Sanjiv Jain, Spl. Judge (PC Act), CBI (South) | - Chairperson |
| 2. Ms. Sunena Sharma, Addl. Sessions Judge (South) | - Member |
| 3. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 4. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

(b.) RESIDENTIAL COMPLEX (AT SAKET)

- | | |
|--|---------------|
| 1. Mr. Raj Kumar Chauhan, PO (MACT) (South-East) | - Chairperson |
| 2. Mr. Ajay Kumar Kuhar, Addl. Sessions Judge (South-East) | - Member |
| 3. Mr. Rajesh Kumar Singh, Special Judge (NDPS) (South) | - Member |
| 4. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South) | - Member |
| 5. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 6. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

(c.) SPACE ALLOTMENT COMMITTEE:-

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

(d.) ENERGY CONSERVATION COMMITTEE

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|---|---------------|
| 1. Mr. Munish Markan, Addl. District Judge (South) | - Chairperson |
| 2. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 3. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

(e.) COMMITTEE FOR SEMINAR HALL

- | | |
|---|---------------|
| 1. Ms. Ila Rawat, Addl. Sessions Judge (SFTC)(South) | - Chairperson |
| 2. Mr. Anil Antil, Addl. District Judge (South-East) | - Member |
| 3. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 4. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |



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(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. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 4. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

IV. SECURITY COMMITTEE

- | | |
|---|---------------|
| 1. Mr. Sanjiv Jain, Spl. Judge (PC Act), CBI (South) | - Chairperson |
| 2. Mr. Rajiv Bansal, PO, MACT (South-East) | - Member |
| 3. Mr. Munish Markan, Addl. District Judge (South) | - Member |
| 4. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 5. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |

V. COMMITTEE FOR DISASTER MANAGEMENT

- | | |
|---|--------------------|
| 1. Ms. Vineeta Goyal, Addl. District Judge (South) | - Chairperson |
| 2. Ms. Savita Rao, Spl. Judge (PC Act), CBI (South) | - Member |
| 3. Mr. 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. Ms. Savita Rao, Spl. Judge (PC Act), CBI (South) | - Chairperson |
| 2. Mr. Sameer Bajpai, PO (MACT)(South)
(Nodal officer for Hon'ble High Court) | - Member |
| 3. Ms. Neelofer Abida Parveen, Addl. District Judge (South-East) | - Member |
| 4. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 5. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - 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. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South) | - Member |
| 3. Ms. Shriya Agrawal, Civil Judge (South-East) | - Member |

IX. DISTRICT COURT COMPUTER COMMITTEE

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|--|---------------|
| 1. Mr. Munish Markan, Addl. District Judge (South)
(Nodal Officer for Central Computer Committee) | - Chairperson |
| 2. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South)
(Nodal Officer (Computer) for South District) | - Member |
| 3. Mr. Vikrant Vaid, Administrative Civil Judge (South-East)
(Nodal Officer (Computer) for South-East District) | - Member |
| 4. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - Member |
| 5. Mr. Pritam Singh, District System Administrator/JJA (South) | - Member |

X. COMMITTEE FOR DIGITIZATION OF COURT RECORDS

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|--|---------------|
| 1. Mr. Ajay Kumar Kuhar, Addl. Sessions Judge (South-East) | - Chairperson |
| 2. Ms. Ila Rawat, Addl. Sessions Judge (SFTC)(South) | - Member |
| 3. Mr. 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

- | | |
|---|---------------|
| 1. Ms. Prem Kumar Barthwal, Addl. Sessions Judge (South-East) | - Chairperson |
| 2. Mr. Sameer Bajpai, PO (MACT)(South) | - Member |
| 3. Mr. Balwant Rai Bansal, Addl. Sessions Judge (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. Mr. Vikrant Vaid, Administrative Civil Judge (South-East) | - Member |
| 4. Mr. Atul Krishna Agrawal, Administrative Civil Judge (South) | - 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) 7-12-17

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

27576 - 27646

No. _____/AM/D&SJ(South)/Saket/ND/17

Dated:- 08/12/2017

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.
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) 7-12-17

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