

OFFICE ORDER

It has been observed that various requests are being received by the office regarding non-handing over / non-taking over of the charge by the preceding / successor Ahlmads pursuant to their transfer to other courts / complexes. Accordingly, all such Ahlmads who have recently been transferred and yet to handover / takeover the charge for one reason or the other are hereby directed to handover / takeover the complete charge of the record during the ensuing Winter Vacations-2022.

Further, it has also been brought to the notice of undersigned that large numbers of non-consigned decided files are in the custody of previous Ahlmads which is causing difficulty in disposal of Inspection / CA Applications, digitization of the records etc. by the successor Ahlmad. Hence, all the Ahlmads having the custody of such non-consigned decided files of their previous postings are hereby directed to prepare the said files for consignment in all respects duly paginated and indexed with book marking and handover the complete charge thereof to the successor / present Ahlmad of the court concerned during the ensuing Winter Vacations-2022.

All the officials concerned are directed to submit their compliance report regarding handing over / taking over of the charge on or before 01.01.2023 on the official e-mail admn2ct.ddc@gov.in and send the hardcopy duly forwarded by the Ld. Presiding Officer by 07.01.2023 to this office.

Non-compliance of the above order shall be viewed seriously and disciplinary proceedings shall be initiated against the delinquent/s, as per rules

23.12.22

(Girish Kathpalia)

Principal District & Sessions Judge (HQs)
Tis Hazari Courts, Delhi

No. 50288-51088 Misc./Admn-II (HQs)/2022

Dated, Delhi the 23 DEC 2022

Copy forwarded for information and necessary action to:

1. All the Principal District & Sessions Judges, Delhi/New Delhi.
2. All the Judicial Officers, Delhi/New Delhi with the request to ensure compliance of the ibid order in letters and spirit.
3. All the Officer-in-charges, Record Rooms, Delhi / New Delhi.
4. All the Sr.A.O.(J.)/A.O.(J.)/Branch Incharge, Admn. Branches, Delhi/New Delhi.
5. Personal Office of the undersigned.
6. All the Branch-in-charges, Care Taking Branches of each district.
7. The Dealing Asst., Website Committee, THC with the direction to upload the order on the 'Employees Corner' (on Website) as well as on LAYERS.

Principal District & Sessions Judge (HQs)
Tis Hazari Courts, Delhi