

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE, SOUTH EAST DISTRICT,
SAKET COURTS COMPLEX, NEW DELHI

ORDER

In continuation to earlier order no. Admn./2020/SED/13802-13885 dated 27.11.2020, it is hereby directed that all the Judicial Officers who hold the Courts physically as per the duty roster or virtually through videoconferencing in the month of January, 2021 shall ensure that they may call the staff between 1/4th and 1/5th or required staff of their Courts for performing duties.

Further, all the Branch In-charges are directed to call the staff between 1/4th and 1/5th of their branches or staff as per the requirement of work in the month of January, 2021 in their respective branches. All the officials are directed to perform their duties subject to strict observance of the conditions qua Covid-19 prevention guidelines of social distancing and Aarogya Setu App etc.

NOTE :

1. All those officials who are not required to report for duty on any given day, would not leave the station under any circumstances without the approval of competent authority. They would always be available on call and would be deemed to be on duty, their concerned Presiding Officers/Branch Incharges may call upon them to report for duty as and when required.
2. If any official does not report for duty on any given day despite the direction of his/ her Concerned Presiding Officer/Branch Incharge, then he/she has to submit the leave for that period mentioning the reason for the same.
3. All the Branch Incharges are responsible for the smooth functioning of their branches.

Non compliance of all the above instructions will be viewed seriously.


(NEENA BANSAL KRISHNA)

PRINCIPAL DISTRICT & SESSIONS JUDGE
South-East District, Saket Courts Complex, New Delhi

No. Admn./2020/SED/ 15375-15460 Dated, New Delhi the 24/12/2020
Copy forwarded for information and necessary action to:-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Ld. Principal District & Sessions Judge (HQs), THC, Delhi.
3. All the Judicial Officers, South East District, Saket Courts Complex, New Delhi.
4. All the Branch Incharges, South East District, Saket Courts Complex, New Delhi.
5. The Secretary, Bar Association, Saket Courts, New Delhi.
6. The Secretary, DLSA, South East District, Saket Courts Complex, New Delhi.
7. PRO, South-East District, Saket Courts Complex, New Delhi.
8. R&I Branch, South-East District, Saket Courts, New Delhi for uploading in LAYERS.
9. Guard file.


(BRANCH INCHARGE)

Administration Branch
South-East District, Saket Courts Complex, New Delhi