ORDER NO. 01 /2022

Dated:- 07th March, 2022

Pursuant to the directions contained in the Minutes of the meeting of the "Committee to monitor proper implementation of several guidelines laid down by the Hon'ble Supreme Court as well as Hon'ble High Court for dealing with matters pertaining to Sexual Offences and Child Witnesses" held on 03.02.2022, received vide letter No. 156-167/Rules/ DHC/2022 dated 24.02.2022 of the Hon'ble High Court, the following Committee for the South District is hereby constituted in suppression of earlier committee constituted on the subject with immediate effect:-

SOUTH DISTRICT COURT VULNERABLE WITNESS DEPOSITION COURTROOMS MONITORING COMMITTEE

- 1. Principal District & Sessions Judge (South)
- 2. Ms. Vinceta Goyal, Addl. Sessions Judge (SFTC)(South)

- Chairperson - Member

- (Senior most Addl. Sessions Judges) & (Senior most Presiding over the Court dealing with Rape Cases) 3. Sh. Amit Bansal, Addl. Sessions Judge-01 (POCSO) - Member
- (Senior most Judge Presiding over POSCO Court) Mem

Notes:-

- 1. All the correspondence with the Hon'ble High Court shall be made only by the undersigned.
- 2. All decisions taken by each Committee (not chaired by Pr. District & Sessions Judge herself) shall be subject to the approval of the District & Sessions Judge (South).
- All the official communications to the Ld. Pr. District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Pr. District & Sessions Judge and only by the undersigned.
- 4. The Committees shall submit quarterly report by the end of the every quarter 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.

francen kuna

(Praveen Kumar) Off. Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi

No. 4723-4809 /Pr. D&SJ(South)/Saket/ND/2022 Dated:-07-03-0000 Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 5. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service of South District posted at Saket Courts Complex, New Delhi and the concerned officials.
- The Judge Family Court, South-East, Saket Court Complex, New Delhi.
- 8. The Officer In-Charge (VDWD), Saket Court Complex, New Delhi.

ORDER NO. 02 /2022

Dated : 7th March, 2022

Pursuant to the directions contained In the Minutes of the meeting of the "Committee to monitor proper implementation of several guidelines laid down by the Supreme Court as well as High Court of Delhi for dealing with matters pertaining to Sexual Offences and Child Witnesses" held on 03.02.2022, the Court Room No. 15 of Vunnerable Witness Deposition Complex (VWDC) is allocated for the use of South District and Court Room No. 15-A is allocated for the use of South-East District. The Court Room allocated to one district may be used by the other district, wherever so required.

Ynavean Kuman

(PRAVEEN KUMAR) Officiating Principal District & Sessions Judge South District, Saket Court Complex, New Delhi

No. 4810-4989

Constant of

/PDJ(S)/Genl./Saket/ND/22

07-7-2000 Dated

Copy forwarded for information & necessary action to:-

- 1. The Registrar General, Hon'ble High of Delhi, New Delhi
- 2. The Principal District & Session Judge (HQs), Tis Hazari, Delhi
- 3. P.S. of Principal District & Sessions Judge (South), Saket Court Complex, New Delhi
- 4. P.S. of Principal District & Sessions Judge (South-East), Saket Court Complex, New Delhi
- 5. All the Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted in South & South-East District, Saket Court Complex, New Delhi
- 6. The Chief Prosecutor, South and South-East District, Saket Court Complex, New Delhi
- 7. The Secretary Bar Association, Tis Hazari/Patiala House/Saket/Karkardooma/Rohini and Dwarka Courts, Delhi/New Delhi
- 8. The Deputy Commissioner of Police (South), Hauz Khas, New Delhi
- 9. The Deputy Commissioner of Police (South-East), Sarita Vihar, New Delhi
- 10. The Officer-in-Charge, Computer Branch, District Court Complex Saket, New Delhi with a request to get the order uploaded on the relevant website(s) of Delhi District Court.
- 11. The Assistant Account Officers/ PRO/Branch In-Charges of all
- Branches/Sections/Cell/Units etc., South & South-East District, Saket Court Complex, N.D. 12. The Telephone Operator, District Court Complex Saket, New Delhi.
- 13. All the Notice Boards of District Court Complex Saket, New Delhi through Caretaker.
- 14. For uploading on LAYERS
- 15. Guard File.

frances kuner

(PRAVEEN KUMAR) Officiating Principal District & Sessions Judge South District, Saket Court Complex, New Delhi



ORDER NO. 03 /2022

Dated:- 24th March, 2022

In partial modification of the earlier orders on the subject, the E-Tendering Committee

for the District Court Complex Saket, South District, New Delhi is hereby re-named as Out-

Sourced Manpower Recruitment and Management Committee with immediate effect:-

OUT-SOURCED MANPOWER RECRUITMENT AND MANAGEMENT COMMITTEE

 Sh. Frem Rumar Barthwal, District Judge (Commercial)(South) Sh. Sandeep Garg, Addl. Sessions Judge (SFIC) (South-East) Ms. Charu Gupta, Chief Metropolitan Magistrate (South) Ms. Manika, Addl. Chief Metropolitan Magistrate, (South) 	- Chairperson - Member - Member - Member
5. Sh. Rohit Gulia, Administrative Civil Judge (South)	- 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 by 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.

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

No. 5965-6144 /Pr. D&SJ(South)/Saket/ND/2022

Dated: 24.03.2022

Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 5. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted at Saket Courts Complex, New Delhi and the concerned officials.
- 7. The Judge Family Court, South-East, Saket Court Complex, New Delhi.
- 8. All the concerned Officers.



- 51 1-

ORDER NO. 04/2022

Dated:- 25th March, 2022

Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the Committee for dealing with concerns of Members of the Bar at the District Level is hereby reconstituted with immediate effect as under:-

- 1. The Principal District & Sessions Judge (South)
- 2. Sh. Rohit Gulia, Administrative Civil Judge (South)
- 3. Sh. Vinod Sharma, President, Saket Bar Association
- 4. Sh. Vipin Chaudhary, Hony. Secretary, Saket Bar Association
- 5. Sh. Rakesh Sherawat, Nominated Member by the Bar Council of Delhi

The scope of work of the above mentioned Committee for dealing with concerns of Members of the Bar at the District Level are as follows:-

(i). To make recommendation for smooth functioning of the Court(s);

(ii). To facilitate amicable resolution of the problems faced by the Members of the Bar in respect of functioning of the South District – limited to procedural and logistical matters but excluding complaints about the conduct of any Judge;

(iii). To facilitate amicable resolution of issues concerning the Police; and

(iv). Make appropriate recommendation to the Hon'ble BMCC of the High Court.

All correspondence with the Hon'ble High Court or other Authorities shall be done only through the undersigned. 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.

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

6145-6157

No._____/Committee for concerns of the Bar/GB/SD/Saket/ND/2022, New Delhi, Dated:-25. 3. 22____ Copy to:-

- The Registrar General, High Court of Delhi, New Delhi with the request that this may kindly be brought to the notice of Hon'ble Building Maintenance & Construction Committee (Saket Court Complex), 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 concerned Members of the Committee, as constituted above.
- 5. The Hony. Secretary, Bar Council of Delhi.
- 6. The Hony. Secretary, Saket Bar Association, Saket Court, New Delhi.
- 7. The Public Relation Officer, Saket Court Complex, New Delhi.
- 8. The Website Committee, Tis Hazari Court, Delhi with a request to upload the same on the website of Delhi District Court and District Court Saket, New Delhi.
- 9. The Secretary attached to the undersigned.

(Narottam Kaushal)

- Chairperson
- Convener
- Member
- Member

ORDER NO. 05/2022

Dated:- 25th March, 2022

Pursuant to the transfer & posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the Lawyers' Chambers Allotment Committee be read as under with

i). Principal District & Sessions Judge (South) ii). Principal District & Sessions Judge (South-East) - Chairperson iii).Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) - Member/Officer In-Charge iv). Administrative Civil Judge (South) v). Administrative Civil Judge (South-East) - Member Secretary vi). President, Saket Bar Association - Member vii). Hony. Secretary, Saket Bar Association - Member - Member

All correspondence with the Hon'ble High Court or other authorities shall be done only through the undersigned. 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.

> (Narottam Kaushal) Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi

> > Dated: 25.03-202

No. LCA Cell/SD/Saket/2022/ 6158-618+

Copy to:-

The Registrar General, High Court of Delhi, New Delhi with the request that this may kindly 1. be brought to the notice of Hon'ble Building Maintenance & Construction Committee (Saket Court Complex), New Delhi.

New Delhi,

- 2. All the Ld. Principal District & Sessions Judge(s) Delhi/New Delhi
- 3. The Principal Secretary (Law, Justice & Legislative Affairs), 8th Level, C-Wing, Delhi Secretariat, I.P. Estate, New Delhi.
- 4. The Chairman, Building Maintenance Committee, Saket Court Complex, New Delhi.
- 5. The Members of the Committee as constituted above.
- 6. The Secretaries of all the Bar Association, Delhi/New Delhi with a request to arrange to have this order published on the Notice Boards for information to all concerned.
- 7. The Public Relation Officer, Saket Court Complex, New Delhi.
 - 8. The Public Relation Officer, New Delhi District, Patiala House Court, New Delhi
 - 9. 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.
 - The Secretary attached to the undersigned.
 - 11. For uploading on LAYERS.
 - 12. For uploading on Centralized Website through LAYERS.
 - 13. Guard File.

(Narottam Kaushal)

- Contraction

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

ORDER NO.06/2022

In partial modification of the earlier orders on the subject, the following Committees for the District Court Complex Saket, New Delhi are hereby reconstituted w.e.f. 01.04.2022:-

1. BUILDING MAINTENANCE COMMITTEE (BMC)

- 1. Sh. Raj Kumar Chauhan, District Judge (Commercial) (South-East) 2. Sh. Vinay Kumar Khanna, District Judge (Commercial) (South)
- 3. Sh. Atul Kumar Garg, PO, MACT (South)
- 4. Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC)(South) 5. Sh. Lalit Kumar, Addl. District Judge (South-East)
- 6. Sh. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East) 7. Sh. Rohit Gulia, Administrative Civil Judge (South)
- 8. Ms. Sheetal Chaudhary Pradhan, Administrative Civil Judge (SE)

SUB-COMMITTEE OF BUILDING MAINTENANCE COMMITTEE (a). RESIDENTIAL COMPLEX (AT SAKET)

1. Sh. R.K. Chauhan, District Judge (Commercial)(South-East)

- 2. Sh. Anil Kumar, Addl. Sessions Judge (South)
- 3. Sh. Lalit Kumar, Addl. District Judge (South-East)

4. Sh. Sandeep Garg, AddI. Sessions Judge (SFTC) (South-East)

- 5. Ms. Niti Phutela, Senior Civil Judge (South)
- 6. Sh. Rohit Gulia, Administrative Civil Judge (South)

7. Ms. Sheetal Chaudhary Pradhan, Administrative Civil Judge (SE)

II. CONDEMNATION BOARD

- 1. Sh. Sanjeev Kumar Singh, Judge, Family Court (South-East)
- 2. Ms. Vrinda Kumari, Addl. Sessions Judge (South)
- 3. Sh. Rohit Gulia, Administrative Civil Judge (South)

III. WELLNESS STUDIO & MEDICAL UNIT COMMITTEE

- 1. Sh. Nikhil Chopra, Addl. District Judge (South)
- 2. Sh. Lalit Kumar, Addl. District Judge (South-East)
- 3. Sh. Gagandeep Jindal, Addl. Sr. Civil Judge (South-East)
- 4. Sh. Rohit Gulia, Administrative Civil Judge (South)
- 5. Ms. Sheetal Chaudhary Pradhan, Administrative Civil Judge (SE)

IV. DIGITIZATION OF COURT RECORDS COMMITTEE

- 1. Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC)(South)
- 2. Ms. Pooja Talwar, Addl District Judge (South)
- 3. Sh. Jay Thareja, Addl. District Judge (South-East)
- 4. Ms. Tanya Bamniyal, Metropolitan Magistrate (South)

V. DISASTER MANAGEMENT COMMITTEE

- 1. Sh. Anil Kumar, Addl. Sessions Judge (South)
- 2. Ms. Monika Saroha, Addl. Sessions Judge (NDPS)
- 3. Chief Metropolitan Magistrate (South)
- 4. Chief Metropolitan Magistrate (South-East)
- 5. Sh. Saurabh Goyal, Metropolitan Magistrate (Reliever)(South)

VI. DISTRICT COURT COMPUTER COMMITTEE

- 1. Sh. Jay Thareja, Addl. District Judge (South-East) (Nodal Officer for Central Computer Committee) 2. Sh. Vivek Kumar Aggarwal, Metropolitan Magistrate (South)
- 3. Sh. Vipul Sandwar, Metropolitan Magistrate (South-East) (Nodal Officer (Computer) for South-East District
- 4. Ms. Neha Sharma, Civil Judge (South)
 - (Nodal Officer (Computer) for South District
- 5. Sh. Saurabh Goyal, Metropolitan Magistrate (NI Act)(Digital)(South)
- Sh. Pritam Singh, District System Administrator/JJA (South)
- Sh. Ravi Verma, System Administrator/JJA (South-East)

- Chairperson

123

- Co-Chairperson
- Member
- Member - Member
- Member
- Member
- Member

- Chairperson

- Co-Chairperson
- Member
- Member
- Member
- Member
- Member

- Chairperson

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 - Chairperson
 - Member
 - Member
 - Member
 - Member

1 of 3

VII. <u>ENVIRONMENT (& HORTICULTURE) COMMITTEE</u> 1. Ms. Vrinda Kumari, Addl. Sessions Judge (South) (Nodal officer for Hon'ble High Caret)	
1 Mr. V.	
1. Ms. Vrinda Kumari, Addl. Sessions Judge (South) (Nodal officer for Hon'ble High Court)	
(Nodal officer for Hon'ble High Court) 2. Ms. Hardeep Kaur, PO, MAGing Court)	Chat
4. WIS, Flandous V	- Chairperson
 Ms. Priya Mahendra, Addl. Sessions Judge (POCSO)(South) Sh. Rohit Gulia, Administrative Civil Judge (South) Ms. Short L.C. 	- Member
4. Sh. Rohit Gulia, Administrative Ci the dge (POCSO)(South)	- Member
	- Member
6. Sh. Ashwani Panwar, Motrover U.	- Member
6. Sh. Ashwani Panwar, Metropolitan Magistrative Civil Judge (SE)	- Member
VIII. OUT SOUD COM	memoer
SOL-SOURCED MANDOLUM	
COMMITTEE AND	MANAGEMENT
1. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) 2. Sh. Sandeep Garg, Addl. Sessions Judge (SETC) (Gender The State	
2. Sh. Sandeep Garg, Addl. Sessions Judge (Commercial)(South) 3. Ms. Charu Gupta, Chief Metrovality, March 2010, South-East)	- Chairperson
3. Ms. Charu Gupta, Chief Metropolitan Magistrate (South-East) 4. Sh. Niti Phutela Sr. Civil Index (South)	- Member
	- Member
5. Sh. Rohit Gulia, Administrative Civil Judge (South)	- Member
	- Member
IX. HOSPITALITY & PROTOCOL COMMITTEE	
I. MIS. Vineeta Goval, Addl. Sessions Judge (SETC) (Court)	
2. Mis. 100ja Talwar, Addl. District Judge (South)	- Chairperson
5. Sh. Rohit Gulia, Administrative Civil Judge (South)	- Member
4. MS. Sheetal Chaudhary Pradhan, Administrative Civil Judge (SE)	- Member - Member
J. Ms. Shupi Singh, Metropolitan Magistrate (Mahila Court)(South-East)	- Member
6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South)	- Member
	- Member
X. LIBRARY COMMITTEE	
1. Ms. Gurmohina Kaur, Addl. District Judge (South)	- Chairperson
2. Ms. Anjani Mahajan, Metropolitan Magistrate (Mahila Court)(South)	- Member
3. Ms. Tista Shah, Metropolitan Magistrate (Mahila Court)(South)	- Member
4. Ms. Neha Barupal, Metropolitan Magistrate (NI Act)(South)	- Member
5. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (South-East)	- Member
VI CAVET STUDY CURCE	
XI. SAKET STUDY CIRCLE	
1. Ms. Gurmohina Kaur, Addl. District Judge (South)	- Nodal Officer
2. Ms. Tanya Banniyal, Metropolitan Magistrate (South)	- Member
3. Ms. Chhavi Bansal, Metropolitan Magistrate (NI Act)(Digital), (South)	- Member
4. Ms. Aayushi Saxena, Metropolitan Magistrate (NA Act) (South)	- Member
5. Ms. Neha Sharma, Civil Judge (South)	- Member
6. Ms. Saanghmitra, MM (Reliever)	- Member
VIL SECURITY COMMITTEE	
XII. SECURITY COMMITTEE	0
1. Sh. R.K. Chauhan, District Judge (Commercial)(South-East)	- Chairperson
2. Sh. Anil Kumar, Addl. Sessions Judge (South)	- Co-Chairperson
3. Sh. Lalit Kumar, Addl. District Judge (South-East)	- Member
4. Ms. Monika Saroha, Addl. Sessions Judge (NDPS) (South)	- Member
5. Sh. Rohit Gulia, Administrative Civil Judge (South)	- Member
6. Ms. Sheetal Chaudhary Pradhan, Administrative Civil Judge (SE)	- Member
Notes:-	

Notes:-

- All the correspondence with the Hon'ble High Court shall be made only by the Pr. District & Sessions Judge (South).
- All decisions taken by each Committee (not chaired by District & Sessions Judge herself) shall be subject to the approval of the Pr. District & Sessions Judge (South).
- All the official communications to the Pr. District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Pr. District & Sessions Judge and only by 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 Pr. 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.

ORDER NO 07 /2022

In partial modification of the earlier orders on the subject, the following Officer(s) In-Charge are appointed to look after and supervise the work of the Branches indicated against their names, with Administrative Officers (Judl.)/Branch In-Charges deputed to resist them use for at 2000

<u>S.No</u>		Connected/Attached Branches/Sections/ Cells/Units etc.	<u>Officer In-Charge</u>	Administrative Officer (Judicial)	Branch In-Charge
1	Principal District & Sessions Judge's Secretariat	-	Principal District & Sessions Judge (South)	-	
2	Administration-I	-	Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)	-	Sh. Satya Pal Arora, Sr. Judl. Asstt.
3	Administration-II	_	Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)	-	Sh. Satya Pal Arora, Sr. Judl. Asstt.
4	Administration-III	-	Ms. Monika Saroha, Addl. Sessions Judge(NDPS) (South)	. —	Ms. Kamlesh, Sr. Jud Asstt.
5	Vigilance	-	Ms. Pooja Talwar, Addl. District Judge (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
6	Litigation	-	Sh. Nikhil Chopra, Addl. District Judge (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
7	Building Maintenance Committee Cell	-	Sh. Vinay Kr. Khanna, District Judge (Commercial) (South)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
8	Lawyers' Chambers Allotment Cell		Sh. Vinay Kumar Khanna, District Judge (Commercial) (South)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
9	Disaster Management Cell	-	Sh. Anil Kumar, Addl. Sessions Judge (South)		Sh. Tara Singh Bist, Sr. Judl. Asstt.
10	Security Cell	-	Sh. Anil Kumar, Addl. Sessions Judge (South)	_	Sh.D.P. Singh, Sr. Judl. Asstt [Assisted by Sh. Satish Kumar Sharma, JA]
11	Library Branch	-	Ms. Gurmohina Kaur, Addl. District Judge (South)	_	-
12	Computer Branch		Sh. Jay Thareja, Addl. District Judge (South-East)	-	Sh. Ajay P.S. Kulayana, Sr. Judl. Asstt.
13	R& I		Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South)		Sh. Rati Ram, Judicial Assistant
14	Judicial-1		Sh. Vinay Kumar Khanna District Judge (Commercial) (South)		Sh. Vijay Kumar Taneja Sr. Judl. Asstt.
15	Judicial-II		Ms. Vinceta Goyal, Addl. Sessions Judge (SFTC) (South)		Sh. Vijay Kumar Taneja Sr. Judl. Asstt.
16	Bail & Filing		Sh. Jay Thareja, Addl. District Judge (South-East)		Ms. Laxmi, Sr. Judl. Asstt.

No.	Branch	Connected/Attached/ Branches/Sections/ Cells/Units etc.	Officer In-Charge	<u>Administrative</u> Officer (Judicial)	Branch In-Charge
17	General Branch*	1.000	Ms. Vinceta Goyal, Addl. Sessions Judge (SFTC) (South)	-	Sh. Tara Singh Bist, Sr. Judl. Asstt.
18	Purchase Cell		Sh. Nikhil Chopra, Addl. District Judge (South)	. .	Sh. Krishna Sah, (Asstt. Accounts Officer)
19	Environment & (Horticulture Cell)	(i) Stationery	Ms. Vrinda Kumari, Addl. Sessions Judge (South) Link Officer In-Charge Ms. Priya Mahendra, Addl. Sessions Judge (POCSO) (South)		Sh. Krishna Sah (Asslt. Accounts Officer)
20	Caretaking	(i) Telephone Exchange	Administrative Civil Judge (South)	-	Sh. Rakesh Kumar, Caretaker
21	Accounts Branch	(i) Fine & Audit (ii) Cash	Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) (Controlling Officer) Sh. Prem Kumar Barthwal, District Judge (Commercial) (South) (HOO) Ms. Pooja Talwar, Addl. District Judge (South) (Link HOO)	Sh. Krishna Sah (Asstt. Accounts Officer)/DDO	Ms. Sneh Lata, Sr. Judicial Assistant Sh. Satvir (Cashier)
22	Hospitality and Protocol Branch	-	Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC) (South)	_	Sh. D.P. Singh, Sr. Judl. Asstt [Assisted by Sh. Satish Kumar Sharma, JA]
23	Copying Agency (Civil/Sessions)	Copying Agency (Criminal)	Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity) South	_	Ms. Padmavathi Sr. Judl. Asstt.
24	Record Room (Sessions)	(i) Record Room (Civil) (ii) Record Room (Criminal)	Sh. Sanjeev Kumar, Addl. District Judge (South) for Record Rooms (Sessions) & (Criminal) Ms. Gurmohina Kaur, Addl. District Judge (South) for Record Room (Civil)(South)		Sh. Surender Singh Sr. Judicial Asstt. (Sessions) Ms. Narbada Rawa Sr. Judicial Asstt. (Criminal) Sh. Surender Singh Sr. Judicial Asstt. (Civil)
25	Pool Car Section	_	Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South)		Itaish Yadav, Sr. Ju Asstt.
26	RTI Branch	Office of PIO	(South) Sh. Atul Kumar Garg, PO (MACT)(South)	-	Sh. D.P. Singh, Sr. Judl. Asstt
27	Office of CMM (South)	_	Ms. Charu Gupta, CMM (South) (Ms. Manika, ACMM will be link)	-	Sh. Mahender Sr. Judicial Asstt.
28	Nazarat Branch		Sh. Rohit Gulia Administrative Civil Judge (South)	-	Sh. Nafe Singh District Nazair

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2 of 4

S.No.	Branch	Connected/Attached/ Branches/Sections/	Officer In-Charge		
29	Video Conferencing	Cells/Units etc.	<u> </u>	Administrative Officer (Judicial)	Branch In-Charge
			Ms. Charu Gupta, CMM		
30	Vulnerable Witness		(South)	-	Sh. Ajay P.S.
	Deposition Complex		Sh Amit b		Kulayana, Judl. Asstt.
			Sh. Amit Bansal, Addl. Sessions Judge, (POCSO)		Ms. Kamini Naugair
31	Nodal Officer (South &		(South)		Judicial Asstt.
	South-East District(s) Website)	_	Sh. Jay Thareja, Addl. District Judge (South-East)	-	Sh. Ajay P.S. Kulayana, Judicial Asstt.

tration Branch and Space Allotment Cell are henceforth merged with General Branch and BMC Cell respectively.

Notes:-

- All the correspondence with the Hon'ble High Court shall be made only by the Principal District & Sessions Judge 1.
- The Officer(s)-in-Charge shall:-2

(a) be responsible for regularly supervising the work of the Branches (and connected Branches & Sections) under their Control on daily basis, inter alia, whenever required by providing necessary guidance/directions to the Administrative

- (b) take all necessary decisions, using proper discretion in matters of routine nature, keeping in mind the best interest of the institution and refer the matter to the Principal District & Sessions Judge (South), if in doubt. 3
- All the official communications to the Principal District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Principal District & Sessions Judge and only under instructions of the undersigned.
- 4. Every Branch shall provide all necessary assistance to the concerned Officer In-Charge and Chairman of each Committee, as and when required. 5.
- The Administrative Officer (Judl.), Branch(es) In-Charge and all subordinate staff shall be answerable and report, on daily basis, to the respective Officer(s) In-Charge. 6
- In the event of inability to discharge such responsibility (on account of leave, other duties, etc.) of the OIC of a Branch/Cell, the OIC of the Branch/Cell mentioned immediately below in the list shall be suitably informed by the former and the latter shall act as the link officer. 7.
- The above-mentioned officials shall work under the control and supervision of concerned officers In-charge and report to them on regular basis.
- In case any of the aforesaid officials is on leave or not available due to any reason, his/her work shall be looked after by 8. the official mentioned immediately below him/her. In case the official mentioned immediately below is also not available, the work of the official shall be looked after by the official next below available in the above table. For such purposes of the last mentioned official, the official at SI. No.2 shall be deemed to be the "next below".
- Each Branch/Cell shall have work allocated amongst the staff subject-wise, with arrangement for link Assistant (on 9 account of absence of regular dealing hand), for which the OIC(s) shall issue formal orders, in consultation with and under intimation to the undersigned.
- 10. Each Branch/Cell shall allocate the task of diary/dispatch of the dak to one specified Clerk, who shall maintain (and keep updated) a record showing letters/PUCs received/sent by the Branch/Cell and the official/officer to whom the same has been allocated.
- 11. Each Administrative Officer (Judl.)/Branch In-charge/Clerk shall maintain (and keep updated) a diary showing letters/PUCs received chronologically and action taken thereupon. Such diaries of the dealing assistant shall be regularly checked by the Branch In-Charge and Administrative Officer (Judl.) to ensure there is no unnecessary delay in requisite action.
- 12. The Officer(s) In-Charge of the Administration Branches are hereby authorized to regulate and take appropriate decisions, as per rules, on the applications for leave of all members of categories of staff under their respective control,
- and the leave of the Administrative Officer(s)(Judl.) and the Asstt. Account Officer shall be regulated by the Officer In-Charge (Admn.-I) and he/she is also empowered to take appropriate decisions, as per rules, on the applications for leave under the intimation to the DDO (South)
- 13. The Officer In-Charge of Judicial Branch-I is hereby authorized to regulate and take appropriate decisions, as per rules, on applications for leave of all kinds in case of officers of Delhi Judicial Service and for casual/compensatory leave in case of officers of Delhi High Judicial Service, under intimation to DDO.

(Narottam Kaushal)

ORDER NO.0 8/2022

In partial modification of the earlier orders and pursuant to the directions of Hon'ble the Acting Chief Justice, High Court of Delhi received vide DO No.3227-37/2018 dated 17.07.2018 of the Registrar General, the Review Sub-Committee for South District is hereby reconstituted as under with immediate effect to improve disposals and for expediting adjudication:-

i).

Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity) ii). Ms. Monika Saroha, Addl. Sessions Judge (NDPS)

- Chairperson iii). Ms. Vijeta Singh Rawat, Addl Sessions Judge (POCSO)(SFTC) - Member

The Committee constituted hereinabove shall strategize and deliberate upon disposal of cases with special attention to monitoring cases. The aim and object of the Committee is to creation of leadership and peer groups amongst Judicial Officers.

It is further directed that the Sub-Committee shall meet once in a week regularly and the Review Sub-Committee will send a monthly report to the Hon'ble Disposal Review Committee, High Court of Delhi through the undersigned. However, all correspondence with the Hon'ble High Court or other Authorities shall be done only through the undersigned. The members of the abovesaid Committee are appointed on three monthly rotational basis

> (Narottam Kaushal) Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi

No. 5898-6950 Dated: 04-04-2022 /Judl.II/F.53/SD/Saket/ND/2022, New Delhi, Copy for information to:-

- 1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Court, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. All the Judicial Officers of South District posted at Saket Court Complex, New Delhi.
- 5. The Judicial Officers concerned.
- 6. The President/Hony. Secretary of the Saket Bar Association, Saket Courts, New Delhi.
- 7. The Public Relation Officer, Saket Court Complex, New Delhi.
- 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 & south-east delhi.
- 9. For uploading on LAYERS.
- 10. For uploading on Centralized Website through LAYERS.
- 11. The Personal Assistant attached to the undersigned.

(Narottam Kaushal)

ORDER NO. 09 /2022

Dated:- 27th April, 2022

- Chairperson

- Convener

- Member

Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the Committee for dealing with concerns of Members of the Bar at the District Level is hereby reconstituted with immediate effect as under:-

- 1. The Principal District & Sessions Judge (South)
- 2. Ms. Tanya Bamniyal, Administrative Civil Judge (South)
- 3. Sh. Vinod Sharma, President, Saket Bar Association
- 4. Sh. Vipin Chaudhary, Hony. Secretary, Saket Bar Association
- 5. Sh. Rakesh Sherawat, Nominated Member by the Bar Council of Delhi - Member

The scope of work of the above mentioned Committee for dealing with concerns of Members of the Bar at the District Level are as follows:-

To make recommendation for smooth functioning of the Court(s); (i).

(ii). To facilitate amicable resolution of the problems faced by the Members of the Bar in respect of functioning of the South District - limited to procedural and logistical matters but excluding complaints about the conduct of any Judge;

(iii). To facilitate amicable resolution of issues concerning the Police; and

(iv). Make appropriate recommendation to the Hon'ble BMCC of the High Court.

All correspondence with the Hon'ble High Court or other Authorities shall be done only through the undersigned. 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.

> (Narottam Kaushal) Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi

8534-8546

/Committee for concerns of the Bar/GB/SD/Saket/ND/2022, New Delhi, Dated:-28, 4, 2 No. Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi with the request that this may kindly be brought to the notice of Hon'ble Building Maintenance & Construction Committee (Saket Court Complex), 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 concerned Members of the Committee, as constituted above.
- 5. The Hony. Secretary, Bar Council of Delhi.
- 6. The Hony. Secretary, Saket Bar Association, Saket Court, New Delhi.
- 7. The Public Relation Officer, Saket Court Complex, New Delhi.
- 8. The Website Committee, Tis Hazari Court, Delhi with a request to upload the same on the
- website of Delhi District Court and District Court Saket, New Delhi. C 9. The Secretary attached to the undersigned.

(Narottam Kaushal)

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ORDER NO. 10/2022

Dated:- 27th April, 2022

In L

In partial modification of the earlier order on the subject, the following Committee for the District Court Complex Saket, New Delhi is hereby reconstituted with immediate effect:-

OUT-SOURCED MANPOWER RECRUITMENT AND MANAGEMENT COMMITTEE

 Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) Ms. Priya Mahendra, Addl. Session Judge (POCSO)(South) Sh. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East) Ms. Vijeta Singh Rawat, Addl. Sessions Judge (SFTC)(POCSO), (South) Ms. Tanya Bamniyal, Administrative Civil Judge (South) 	- Chairperson - Member - Member - Member - Member - Member
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Notes:-

A CONTRACTOR OF THE OWNER

- 1. All the correspondence with the Hon'ble High Court shall be made only by the District & Session's t 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 by 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 Incharge, through the concerned Branch.

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

41 1

118

No. 8374-8533 /Pr. D&SJ(South)/Saket/ND/2022

Dated: 28. 4.202

Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted at Saket Courts Complex, New Delhi and the concerned officials.
- 7. The Judge Family Court, South-East, Saket Court Complex, New Delhi.
- 8. All the concerned Officers.
- 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. 10. The Public Relation Officer, Saket Court Complex, New Delhi.
- 11. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at
- Saket Courts Complex, New Delhi.
- 12. For uploading on LAYERS.
- 13. For uploading on Centralized Website through LAYERS.
- 14. Guard File.

(Narottan Kaushal)

ORDER NO. 11/2022

In partial modification of the earlier orders on the subject, Ms. Tanya Bamniyal, Administrative Civil Judge (South) (Contact No.9650313588) is hereby appointed as Grievance Redressal Officer under Section 23 of the Rights of Persons with Disabilities Act, 2016.

All correspondence with the Hon'ble High Court or other Authorities shall be done only through the undersigned. All the official communications to the Pr. District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Pr. District & Sessions Judge and only through the undersigned.

> (Narottam Kaushal) Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi.

8631-8721 No.

/Pr. D&SJ(South)/BMC/Saket/ND/2022, New Delhi, Dated:- 02/05/2022-Copy to :-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Pr. District & Sessions Judges (Headquarters), Tis Hazari Courts, Delhi.
- 3. The Pr. District & Sessions Judge (South-East), Saket Court Complex, New Delhi.
- 4. The Chairperson, Building Maintenance Committee, Saket Court, New Delhi.
- 5. The Officer concerned with a copy of "Equal Opportunity Policy for Persons with Disabilities".
- 6. The State Commissioner for Persons with Disabilities, Govt. NCT of Delhi, 25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi.
- 7. All the Judicial Officers posted at South District, Saket Courts Complex, New Delhi to bring this order to the notice of the staff with disabilities posted under their control.
- 8. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at Saket Courts Complex, New Delhi with the direction to bring this order to the notice of the staff with disabilities posted under their control.
- 9. 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.
- 10. The Public Relation Officer, Saket Courts Complex, New Delhi.
- 11. For uploading on LAYERS.
- 12. For uploading on Centralized Website through LAYERS.

13. The Personal Assistant attached to the undersigned.



ORDER NO. 12 /2022

Dated: 07-05-2022

Pursuant to the transfer/ posting effected vide order no. 15/DHC/Gaz./G-7/VI.E.2(a)/2022 dated 26.04.2022 and letter no. 7264-75/SCMSC/DHC/2022 dated 02.05.2022 of Hon'ble High Court of Delhi, it is directed that Judicial Officers named hereunder posted in the South and South-East Districts at Saket Court Complex, New Delhi shall occupy and hold their court from the chamber mentioned against their respective name, with immediate effect:-

Name of Judicial Officer	District	Chamber No.
Sh. Saurabh Goyal, MM (NI Act) Digital Court-01	South	16-J
Ms. Nidhi Singh, MM (NI Act) Digital Court-02	South	708-J
Ms. Chhavi Bansal, MM (NI Act) Digial Court-03	South	709-J
Sh. Abhitesh Kumar, MM (NI Act) Digital Court-04	South	716-J
Ms. Kanika Agarwal, MM (NI Act) Digital Court-05	South	713-J
Sh. Aridaman Singh Cheema, MM (NI Act) Digital Court-06	South	7,14-J
Ms. Aïshwarya Sharma, MM (NI Act) Digital Court-02	South East	704-J
Ms. Tabassum Khan, MM (NI Act) Digital Court-01	South East	703-J
Sh. Raghav Sharma, MM (NI Act) Digital Court-03	South East	702-J ‡
Ms. Seema Nirmal, Relieving MM	South East	703-J

Note : The staff of above courts will continue to sit in the Rooms already allotted vide order no. 21/2020 dated 21.11.2020.

(NAROTTAM KAUSHAL) Principal District & Sessions Judge South District, Saket Court Complex, New Delhi



ORDER NO13/2022

Dated:- 07th May, 2022

In partial modification of the earlier orders on the subject, the following Committees for the District Court Complex Saket, New Delhi are hereby reconstituted w.e.f. 07.05.2022:-

I. BUILDING MAINTENANCE COMMITTEE (BMC)

- 1. Sh. Vinay Kumar Khanna, District Judge (Commercial) (South)
- 2. Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC)(South)
- 3. Sh. Lalit Kumar, Addl. District Judge (South-East)
- 4. Sh. Munish Markan, Addl. District Judge-02, (South-East)
- 5. Sh. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East)
- 6. Ms. Monika Saroha, Addl. Sessions Judge (NDPS) (South)
- 7. Ms. Tanya Bamniyal, Administrative Civil Judge (South)
- 8. Sh. Deepak Vats, Administrative Civil Judge (South-East)

SUB-COMMITTEE OF BUILDING MAINTENANCE COMMITTEE (a). RESIDENTIAL COMPLEX (AT SAKET)

1. Sh. Anil Kumar, Addl. Sessions Judge (South)

3. Sh. Lalit Kumar, Addl. District Judge (South-East)

4. Sh. Munish Markan, Addl. District Judge-02, (South-East)

- 5. Sh. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East)
- 6. Ms. Tanya Bamniyal, Administrative Civil Judge (South)
- 7. Sh. Deepak Vats, Administrative Civil Judge (South-East)

(b). SPACE ALLOTMENT COMMITTEE

- 1. Sh. Munish Markan, Addl. District Judge, (South-East)
- 2. Sh. Sandeep Garg, Addl. Sessions Judge, (SFTC) (South-East)
- 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)

4. Sh. Deepak Vats, Administrative Civil Judge (South-East)

II. CONDEMNATION BOARD

1. Sh. Sanjeev Kumar Singh, Judge, Family Court (South-East)

- 2. Ms. Vrinda Kumari, Addl. Sessions Judge (South)
- 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)

III. WELLNESS STUDIO & MEDICAL UNIT COMMITTEE

- 1. Sh. Nikhil Chopra, Addl. District Judge (South)
- 2. Sh. Lalit Kumar, Addl. District Judge (South-East)
- 3. Sh. Jay Thareja, Addl. District Judge (South-East)
- 3. Sh. Siddhant Sihag, MM-04 (NI Act), (South)

4. Ms. Tanya Bamniyal, Administrative Civil Judge (South)

5. Sh. Deepak Vats, Administrative Civil Judge (South-East)

IV. DIGITIZATION OF COURT RECORDS COMMITTEE

- 1. Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC) (South)
- 2. Ms. Pooja Talwar, Addl District Judge (South)
- 3. Sh. Jay Thareja, Addl. District Judge (South-East)
- 4. Sh. Sukhman Sandhu, MM-03 (South)

V. DISASTER MANAGEMENT COMMITTEE

- 1. Sh. Anil Kumar, Addl. Sessions Judge (South)
- 2. Ms. Monika Saroha, Addl. Sessions Judge (NDPS)
- 3. Chief Metropolitan Magistrate (South)
- 4. Chief Metropolitan Magistrate (South-East)
- 5. Sh. Saurabh Goyal, Metropolitan Magistrate (NI Act)(Digital)(South)

VI. DISTRICT COURT COMPUTER COMMITTEE

- 1. Sh. Jay Thareja, Addl. District Judge (South-East) (Nodal Officer for Central Computer Committee)
- 2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South)
- 3. Sh. Animesh Kumar, Metropolitan Magistrate (South-East)

- Chairperson
- Member
- Chairperson
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-	(Nodal Officer (Computer) for South-East District 4. Ms. Neha Sharma, Civil Judge (South)	
100	4. Ms. Neha Sharma, Civil Judge (South-East District (Nodal Officer (Computer) 6	
9	(roud) Officer (C)	M. 1
	5. Sh. Saurabh Goyal, Metropolitan Magistrate (NI Act)(Digital)(South) Sh. Pritam Singh, District System Administrator/IIA (South) Sh. Rayi Verma South	- Member
	Sh. Pritam Singh Diversity Magistrate (NI Act)/Distance	
	Sh. Ravi Verma System Administrator/IIA (South)	- Member
VII.	1. Ms. Vrinda Kumari, Addl. Sossiana L. M.	
	1. Ms. Vrinde K	
	1. Ms. Vrinda Kumari, Addl. Sessions Judge (South) (Nodal officer for Hon'ble High Committee Court)	222
	(Nodal officer for Hon'ble High Court) 2. Ms. Hardcon Kaur, A dill Bigh Court)	- Chairperson
	3. Ms. Priya Mahendra, Addl. District Judge, (South) 4. Ms. Tanya Bamniyal, Administrativa Civil Icelar (South)	- Member
	4. Ms. Tanya Bamniyal, Administrative Civil Judge (POCSO)(South) 5. Sh. Deepak Vats, Administrative Civil Judge (South)	- Member
	5. Sh. Deepak Vats, Administrative Civil Judge (South) 6. Sh. Ashwani Panwar, Metraneliu	- Member
	6. Sh. Ashwani Panwar, Metropolitan Magistrate (South-East)	- Member
	(South)	- Member
VIII.	OUT-SOURCED MANPOWER RECRUITMENT	
	COMMITTEE MANPOWER RECRUITMENT AND	MANAGEMENT
	1. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) 2. Ms. Priva Mahandra, Addl. South Judge (Commercial)(South)	- Chairperson
	and an	- Member
	of one our deep Garg, Add. Sessions Judge (SFTC) (South Each)	- Member
	This. Vijeta Singh Rawat, Addl. Sessions Judge (SETC)/POCCO) (Control	- Member
	5. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
IX. H	OSPITALITY & PROTOCOL COMMITTEE	
0.000.0000.0000	1. Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC) (South)	
	2. Ms. Pooja Talwar, Addl. District Judge (South)	 Chairperson
	3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
	4 Sh Deenak Vats Administrative Civil Judge (South)	- Member
	4. Sh. Deepak Vats, Administrative Civil Judge (South-East)	- Member
	5. Ms. Shilpi Singh, Metropolitan Magistrate (Mahila Court)(South)	- Member
	6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South)	- Member
X. LII	BRARY COMMITTEE	290
	1. Ms. Gurmohina Kaur, Addl. District Judge (South)	- Chairperson
	2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South)	- Member
	3. Ms. Shilpi Singh, Metropolitan Magistrate, (South)	- Member
	4. Ms. Neha Barupal, Metropolitan Magistrate (NI Act)(South)	- Member
	5. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (South-East)	- Member
	1 0 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	member
XI. SA	KET STUDY CIRCLE	
	1. Ms. Gurmohina Kaur, Addl. District Judge (South)	- Nodal Officer
	2. Ms. Tanya Bamniyal, Metropolitan Magistrate (South)	- Member
	3. Ms. Chhavi Bansal, Metropolitan Magistrate (NI Act)(Digital), (South)	- Member
	4. Ms. Aayushi Saxena, Metropolitan Magistrate (NA Act) (South)	- Member
	5. Ms. Neha Sharma, Civil Judge (South)	- Member
	6. Sh. Saurabh Goyal, MM(NI Act), Digital Court (South)	- Member
	o. o	
XIL SI	ECURITY COMMITTEE	
And Di		Chairperson
	2. Sh. Arul Varma, Addl. Sessions Judge, Spec. Judge (NDPS) (South-East)	- Member
	3. Ms. Monika Saroha, Addl. Sessions Judge (NDPS) (South)	- Member
	4. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
	5. Sh. Deepak Vats, Administrative Civil Judge (South-East)	- Member
Notes:		- Manoei
	- All the correspondence with the Hon'ble High Court shall be made only by	the Pr. District &
1.	Sessions Judge (South).	and a second to the second
2	All decisions taken by each Committee (not chaired by District & Session	ons Judge herself)
4.	shall be subject to the approval of the Pr. District & Sessions Judge (South).	in judge nerven)
2	All the official communications to the Pr. District & Sessions Judge (South).	r Districts or their
З.	Branches be addressed to the concerned Ld. Pr. District & Sessions Judges of Odle	
	transied by numeroots to the concernet Lat. 11. District & Dessions numero	

- Branches be addressed to the concerned Ld. Pr. District & Sessions Judge and only by the undersigned.
- 4. Each of such Committees as mentioned in the preceding note shall submit monthly reports

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

ORDER NO142022 Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committees for South District are hereby reconstituted I. ARREARS COMMITTEE 1. Ms. Savita Rao, Judge In-Charge (Mediation) 2. The Principal Judge, Family Court, South District 3. Ms. Vrinda Kumari, Addl. Sessions Judge (South) - Chairperson -Ex-Officio Member 4. Ms. Priya Mahendra, Addl. Sessions Judge (POCSO) (South) - Member 5. Chief Metropolitan Magistrate (South) - Member 6. Senior Civil Judge (South) -Ex-Officio Member (SUB-COMMITTEES OF ARREARS COMMITTEE -Ex-Officio Member (A) DISTRICT SUB COMMITTEES 1. District & Sessions Judge (South) 2. Judge In-Charge (Mediation), Saket Courts Complex, New Delhi. - Chairperson 3. Chairperson, Building Maintenance Committee -Ex-Officio Member 4. Chairperson, District Court Computer Committee -Ex-Officio Member 5. Administrative Civil Judge (South) -Ex-Officio Member 6. Sh. Dharmender Arya, Advocate, Enrollment No.D/709/1986 -Ex-Officio Member 7. Sh. Dharmender Kumar, Advcoate Enrollment No. D/314/1992 - Member 8. Chairperson, Arrears Committee - Member Co-opted -Ex-Officio Member 9. Officer In-Charge (Computer) Co-opted -Ex-Officio Member (The Committee shall monitor the performance of the Courts of the South District in achieving a 'Five Plus Zero' Pendency in order to monitor quality, timelines and efficacy of judicial decision-making). II. BUDGET ESTIMATES COMMITTEE 1. Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) - Chairperson 2. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) - Member 3. Sh. Krishna Sah, Asstt. Account Officer (South) - Member III. CRIMINAL INJURIES COMPENSATION BOARD 1. District & Sessions Judge (South) - Chairperson 2. District Magistrate/Deputy Commissioner South -Ex-Officio Member 3. Deputy Commissioner of Police (South) -Ex-Officio Member 4. Civil Surgeon or the Chief Medical Officer of South District -Ex-Officio Member 5. Secretary, District Legal Services Authority (South) -Ex-Officio Member IV. COMMITTEE FOR CENTRALIZED REGISTRY FOR FILING CHALLANS,

CHARGESHEET AND OTHER DOCUMENTS FILED BY THE POLICE

- 1. Sh. Puneet Pahwa, Chief Metropolitan Magistrate (South)
 Chairperson

 2. Sh. Himanshu Raman Singh, Addl. Chief Metropolitan Magistrate (South)- Member
- 3. Sh. Ashwani Panwar, Metropolitan Magistrate (South)
- 4. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South)

V. COMMITTEE FOR TRANSMISSION OF FILES RECEIVED FROM THE HON'BLE HIGH COURT TO DISTRICT COURT

1. Sh. Nikhil Chopra, Addl. District Judge (South)-Officer In-Charge2. Sh. S.P. Arora, Sr. Judicial Assistant/Branch In-Charge (Admn.) (South)- Nodal Officer3. Sh. Krishna Sah, Asstt. Accounts Officer (South)- Nodal Officer

VI. <u>COMMITTEE TO GET RANDOM INSPECTION DONE TO CHECK WHETHER THE</u> <u>PERSONS ACTING AS OATH COMMISSIONERS AT SAKET COURTS ARE DULY</u> <u>AUTHORIZED OR NOT.</u>

1. Ms. Gurmohina Kaur, Addl. District Judge (South)- Chairperson2. Sh. Puneet Pahwa, Chief Metropolitan Magistrate (South)- Member3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)- Member

- Member

- Member

N	II. <u>COMMITTEE FOR SUGGESTIONS FOR IMPLEMENTATION AND I</u> <u>ACTION WHEREVER REQUIRED IN VIEW OF THE RESOLUTIONS</u> THE CHIEF JUSTICE CONFERENCE WIEW OF THE RESOLUTIONS	
-	ACTION WHEREVER REQUIRED IN VIEW OF THE RESOLUTIONS THE CHIEF JUSTICE CONFERENCE HELD ON 22 rd AND 23 rd APRIL 1. Officer In-Charge (Arrears Committee)	
3)	THE CHIEF JUSTICE CONFERENCE HELD ON 22 rd AND 23 rd APRIL, 2. Officer In-Charge (Brild)	OLLOW UP
	1. Officer In Charles and ANTE and ANTE and	ADOPTED IN
	2. Officer In-Channe (I) and Committee)	-VIU.
	3. Officer In-Charge (Juliang Maintenance Committee)	-Officio Chairperson
	4. Judge In-Chargo (M. H.	-Ex-Officio Member
	5. Officer In-Charge (Computers)	-Ex-Officio Member
		-Ex-Officio Member -Ex-Officio Member
1	III. <u>CRECHE COMMUTTEE (COMPANY</u>	-Ex-Officio Member
	/III. <u>CRECHE COMMITTEE (COMMITTEE FOR ENSURING SMOOTH R</u> <u>CRECHE FACILITY AT LAWYERS' CHAMBERS BLOCK</u> 1. Ms. Priya Mahendra, Addl. Sansing, Mahendra, Mahendra, Addl. Sansing, Mahendra, Mahendr	UNNING OF
	1. Ms. Priya Mahendra, Addl. Sessions Judge (POCSO)(South) 2. Ms. Sonam Singh, Addl. Chief Metropolity (POCSO)(South)	
	2. Ms. Sonam Singh Addl. Chief Mains Judge (POCSO)(South)	- Chairperson
	2. Ms. Sonam Singh, Addl. Chief Metropolitan Magistrate (South-East) 3. Ms. Tanya Bamniyal, Administrative Civil Index (South-East)	- Member
	3. Ms. Tanya Bamniyal, Administrative Civil Judge (South-East) 4. Ms. Harpreet Kaur, Sr. Marken E	- Member
	4. Ms. Harpreet Kaur, Sr. Member Executive (Saket Bar Association) 5. Ms. Tripti Sankhla, Lady Mombar Executive (Saket Bar Association)	- Member
	5. Ms. Tripti Sankhla, Lady Member Executive (Saket Bar Association) 6. Ms. Aarti Batra, Sr. Personal Assistant	- Member
	(Presently posted in the Socratariat of the Division of the	- Member
	(Presently posted in the Secretariat of the District & Sessions Judge (Sou	(th-East))
1	X. DISTRICT VICTIMS COMPENSATION COMMITTEE	
	1. Ms. Priya Mahendra, Addl. Sessions Judge (POCSO)(South)	
	2. Sh. R.K. Pandey Chief Public Prosecutor (South)	- Chairperson - Member
	3. Sh. Vipul Sandwar, Secretary, DLSA (South)	- Convener
		- Convener
2	X. <u>HAPPINESS COMMITTEE</u>	
	1. Sh. Nikhil Chopra, Addl. District Judge (South)	- Chairperson
	2. Ms. Vrinda Kumari, Addl Sessions Judge (South)	- Member
	3. Ms. Chetna Singh, Addl. Sessions Judge (South-East)	- Member
	4. Sh. Karan Chaudhary, Metropolitan Magistrate (South-East)	- Member
	5. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South)	- Member
	6. Ms. Kanika Agarwal, Metropolitan Magistrate (NI Act) (Digital)(Sout	h) - Member
,	XI. LAWYERS' CHAMBERS MONITORING COMMITTEE	
	1. Sh. Vinay Kumar Khanna, District Judge (Commercial)(South)	- Chairperson
	2. Administrative Civil Judge (South-East)	Ex-officio Member
	3. Administrative Civil Judge (South)	Ex-officio Member
	4. President, Saket Bar Association	Ex-officio Member
	5. Secretary, Saket Bar Association	Ex-officio Member
	6. Executive Engineer (Civil), PWD	Ex-officio Member
	7. Executive Engineer (Electrical), PWD	Ex-officio Member
	8. Inspector Court Security, Saket Courts Complex	Ex-officio Member
	9. Station House Officer, Police Station Saket	Ex-officio Member
>	(II. <u>PURCHASE COMMITTEE</u>	Chalman
	 Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity)(South) Sh. Munish Markan, Addl. District Judge (South-East) 	- Chairperson - Member
	3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
	4. Sh. Krishna Sah, Asstt. Account Officer (South)	- Member
	5. Nominee of Finance Deptt. of GNCTD (as per norms)	- Member
	5. Nominice of Finance Depth of GiverD (as per nomis)	Member
>	(III. PREVENTION OF SEXUAL HARASSMENT COMMITTEE	
	1. Ms. Vrinda Kumari, Addl. Sessions Judge (South)	- Chairperson
	2. Ms. Shivani Chauhan, Chief Metropolitan Magistrate (South-East)	- Member
	3. Ms. Deepti Devesh, SCJ (South-East)	- Member
	4. Ms. Promila Kapoor, Advocate - I	ndependent Member
	5. Ms. Laxmi, Sr. Judicial Assistant, Branch In-Charge (Bail & Filing)(So	
	6. Sh. Mahender, Judicial Assistant	- Member
	(Vice President, District & Sessions Courts Employees Welfare Associ	ation (South)

100

2 of 4

XIV. STAFF TRAINING

- 1. Ms. Priya Mahendra, Addl. Sessions Judge (POCSO) (South) 2. Ms. Monika Saroha, Addl. Sessions Judge (South)
- 3. Ms. Shivani Chauhan, Chief Metropolitan Magistrate (South-East)

XV. STAFF GRIEVANCE REDRESSAL COMMITTEE:-

- 1. The Officer In-Charge, (Administration Branch-I)(South)
- 2. The Officer In-Charge (Administration Branch- II)(South)
- 3. The Officer In-Charge (Administration Branch-III) (South)
- 4. The Officer In-Charge (BMC), Saket Courts
- 5. The Officer In-Charge (Security Cell), Saket Courts
- 6. The Officer In-Charge, Officer In-Charge (Record Rooms)(South)
- 7. The Administrative Civil Judge (South)

8. The Vice President (South District), District & Sessions Courts Employees Welfare Association

(The Senior Most officer amongst them would be the Chairperson of the Committee)

XVI. <u>UNDER TRIAL REVIEW COMMITTEE</u>

1. District & Sessions Judge (South)	- Chairperson
2. Superintendent, Central Jail, Tihar	-Ex-Officio Member
3. District Magistrate (South)	-Ex-Officio Member
4. Deputy Commissioner of Police (South)	-Ex-Officio Member
5. Secretary, District Legal Services Authority (South)	-Ex-Officio Member

XVII. VIGILANCE COMMITTEE

1. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) - Chairperson 2. Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South) - Member 3. Ms. Pooja Talwar, Addl. District Judge (South) - 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 by 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.

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

No.

10118-10247 /Pr. D&SJ(South)/Saket/ND/2022 Dated: 07-5-202

Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 5. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service of South District posted at Saket Courts Complex, New Delhi and the concerned officials.
- 7. The Judge Family Court, South-East, Saket Court Complex, New Delhi.

- Chairperson - Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

Ex-officio Member

- Member

-



ORDER NO.172022

In partial modification of the earlier orders on the subject, the following Officer(s) In-Charge are appointed to look after and supervise the work of the Branches indicated against their names, with Administrative Officers (Judl.)/Branch In-Charges deputed to assist them, w.e.f. 07.05.2022.

<u>S.No</u>	<u>Branch</u>	Connected/Attached/ Branches/Sections/ Cells/ Units etc.	Officer In-Charge	Administrative Officer (Judicial)	Branch In-Charge
1	Principal District & Sessions Judge's Secretariat	-	Principal District & Sessions Judge (South)	—	-
2	Administration-I	-	Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)		Sh. Satya Pal Arora, Sr. Judl. Asstt.
3	Administration-II		Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)	-	Sh. Satya Pal Arora, Sr. Judl. Asstt.
4	Administration-III	-	Ms. Monika Saroha, Addl. Sessions Judge(NDPS) (South)	-	Ms. Kamlesh, Sr. Judl Asstt.
5	Vigilance	-	Ms. Pooja Talwar, Addl. District Judge (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
6	Litigation	-	Sh. Nikhil Chopra, Addl. District Judge (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
7	Building Maintenance Committee Cell	-	Sh. Vinay Kr. Khanna, District Judge (Commercial) (South)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
8	Lawyers' Chambers Allotment Cell		Sh. Vinay Kumar Khanna, District Judge (Commercial) (South)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
9	Space Allotment Cell	-	Sh. Munish Markan, Addl District Judge, (South-East)		Sh. Pramod Saxena, Sr. Judl. Asstt.
10	Disaster Management Cell	-	Sh. Anil Kumar, Addl. Sessions Judge (South)		Sh. Tara Singh Bist, Judl. Asstt.
11	Security Cell	-	Sh. Anil Kumar, Addl. Sessions Judge (South)	-	Sh.D.P. Singh, Sr. Ju Asstt [Assisted by Sh. Sat Kumar Sharma, JA]
12	Library Branch	_	Ms. Gurmohina Kaur, Addl. District Judge (South)	-	_
13	Computer Branch	_	Sh. Jay Thareja, Addl. District Judge (South-East)		Sh. Ajay P.S. Kulayana, Sr. Judl Asstt.
14	R& I	_	Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South)	-	Sh. Rati Ram, Judio Assistant
15	Judicial-I	-	Sh. Vinay Kumar Khanna District Judge (Commercial) (South)	-	Sh. Vijay Kumar Taneja Sr. Judl. Asstt.
6)	Judicial-II	-	Ms. Vineeta Goyal, Addl. Sessions Judge (SFTC) (South)	-	Sh. Vijay Kumar Taneja Sr. Judl. Asstt.
17	Bail & Filing	(i) Facilitation Centre (ii) PRO	Sh. Amit Bansal, Addl. Sessions Judge (POCSO)	-	Ms. Laxmi, Sr. Judl. Asstt.

B	<u>Branch</u>	Connected/Attached/ Branches/Sections/ Cells/Units etc.	Officer In-Charge	Administrative	Branch In-Charge
		<u> <u> </u></u>	(South)	Officer (Judicial)	Simile.
18	General Branch				
19	Purchase Cell	-	Ms. Vinceta Goyal, Addl. Sessions Judge (SFTC) (South)		Sh. Tara Singh Bist, Sr. Judl. Asstt.
20			Sh. Nikhil Chopra, Addl. District Judge (South)		Sh. Krishna Sah, (Asstt. Accounts
20	Environment & (Horticulture Cell)	(i) Stationery	Ms. Vrinda Kumari, Addl. Sessions Judge (South) Link Officer In-Charge Ms. Priya Mahendra, Addl. Sessions Judge (POCSO) (South)		Officer) Sh. Krishna Sah (Asstt. Accounts Officer)
21	Caretaking	(i) Telephone Exchange	Administrative Civil Judge (South)	-	Sh. Rakesh Kumar,
22	Accounts Branch	(i) Fine & Audit (ii) Cash	Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) (Controlling Officer) Sh. Prem Kumar Barthwal, District Judge (Commercial) (South) (HOO)	Sh. Krishna Sah (Asstt. Accounts Officer)/DDO	Caretaker Ms. Sneh Lata, Sr. Judicial Assistant Sh. Satvir (Cashier)
23	Hospitality and	_	Ms. Pooja Talwar, Addl. District Judge (South) (Link HOO) Ms. Vineeta Goyal, Addl.		Sh. D.P. Singh, Sr.
	Protocol Branch		Sessions Judge (SFTC) (South)		Judl. Asstt [Assisted by Sh. Satis Kumar Sharma, JA]
24	Copying Agency (Civil/Sessions)	Copying Agency (Criminal)	Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity) South	-	Ms. Padmavathi Sr. Judl. Asstt.
25	Record Room (Sessions)	(i) Record Room (Civil) (ii) Record Room (Criminal)	Ms. Pooja Talwar, Addl. District Judge (South) Ms. Gurmohina Kaur, Addl. District Judge (South) for Record Room (Civil)(South)		Sh. Surender Singh Sr. Judicial Asstt. (Sessions) Ms. Narbada Rawat Sr. Judicial Asstt. (Criminal) Sh. Surender Singh, Sr. Judicial Asstt. (Civil)
26	Pool Car Section		Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South)	-	Itaish Yadav, Sr. Jud Asstt.
27	RTI Branch	Office of PIO	Sh. Atul Kumar Garg, PO (MACT)(South)	-	Sh. D.P. Singh, Sr. Judl. Asstt
28	Office of CMM (South)	-	Sh.Puneet Pahwa, CMM (South) (Sh. Himanshu Raman, ACMM will be link)		Sh. Mahender Sr. Judicial Asstt.

M

<u>No.</u>	Branch	Connected/Attached/	Officer In-Charge		
29	Nazarat Branch	Branches/Sections/ Cells/Units etc.		Administrative Officer	Branch In-Charge
		-	Ms. Tanya Bamniyal, Administrative Civil Judge (South) (Ms. Neha Sharma, CJ-01	(Judicia])	Sh. Nafe Singh Distric Nazair
30	Video Conferencing		will be link)		
31	Vulnerable Witness		Sh. Puneet Pahwa, CMM (South)	-	Sh. Ajay P.S. Kulayana, Judl. Assti
	Deposition Complex		Sh. Amit Bansal, Addl. Sessions Judge, (POCSO) (South)	-	Ms. Kamini Naugain, Judicial Asstt.
32	Nodal Officer (South & South-East District(s) Website)	-	Sh. Jay Thareja, Addl. District Judge (South-East)	-	Sh. Ajay P.S. Kulayana, Judicial Asstt.

Notes:-

- 1.
- All the correspondence with the Hon'ble High Court shall be made only by the Principal District & Sessions Judge 2
- The Officer(s)-in-Charge shall:-

(a) be responsible for regularly supervising the work of the Branches (and connected Branches & Sections) under their Control on daily basis, inter alia, whenever required by providing necessary guidance/directions to the Administrative Officer (Judl.) or Branch In-Charge; and

(b) take all necessary decisions, using proper discretion in matters of routine nature, keeping in mind the best interest of the institution and refer the matter to the Principal District & Sessions Judge (South), if in doubt.

- 3. All the official communications to the Principal District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Principal District & Sessions Judge and only under instructions of the undersigned.
- 4. Every Branch shall provide all necessary assistance to the concerned Officer In-Charge and Chairman of each Committee, as and when required.
- 5. The Administrative Officer (Judl.), Branch(es) In-Charge and all subordinate staff shall be answerable and report, on daily basis, to the respective Officer(s) In-Charge.
- In the event of inability to discharge such responsibility (on account of leave, other duties, etc.) of the OIC of a 6. Branch/Cell, the OIC of the Branch/Cell mentioned immediately below in the list shall be suitably informed by the former and the latter shall act as the link officer.
- The above-mentioned officials shall work under the control and supervision of concerned officers In-charge and report 7. to them on regular basis.
- In case any of the aforesaid officials is on leave or not available due to any reason, his/her work shall be looked after by 8. the official mentioned immediately below him/her. In case the official mentioned immediately below is also not available, the work of the official shall be looked after by the official next below available in the above table. For such purposes of the last mentioned official, the official at Sl. No.2 shall be deemed to be the "next below".
- Each Branch/Cell shall have work allocated amongst the staff subject-wise, with arrangement for link Assistant (on account of absence of regular dealing hand), for which the OIC(s) shall issue formal orders, in consultation with and under intimation to the undersigned.
- 10. Each Branch/Cell shall allocate the task of diary/dispatch of the dak to one specified Clerk, who shall maintain (and keep updated) a record showing letters/PUCs received/sent by the Branch/Cell and the official/officer to whom the same has been allocated.
- 11. Each Administrative Officer (Judl.)/Branch In-charge/Clerk shall maintain (and keep updated) a diary showing letters/PUCs received chronologically and action taken thereupon. Such diaries of the dealing assistant shall be regularly checked by the Branch In-Charge and Administrative Officer (Judl.) to ensure there is no unnecessary delay in requisite action.
- 12. The Officer(s) In-Charge of the Administration Branches are hereby authorized to regulate and take appropriate decisions, as per rules, on the applications for leave of all members of categories of staff under their respective control, and the leave of the Administrative Officer(s)(Judl.) and the Asstt. Account Officer shall be regulated by the Officer In-Charge (Admn.-I) and he/she is also empowered to take appropriate decisions, as per rules, on the applications for leave under the intimation to the DDO (South)
- 13. The Officer In-Charge of Judicial Branch-I is hereby authorized to regulate and take appropriate decisions, as per rules, on applications for leave of all kinds in case of officers of Delhi Judicial Service and for casual/compensatory leave in case of officers of Delhi High Judicial Service, under intimation to DDO.

ORDER NO14/2022

Dated:- 07th May, 2022

Chairperson

Member

Member Member

Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committee has been reconstituted for South District with immediate effect as under:-

- 1. Sh. Atul Kumar Garg, PO, MACT (South)
- 2. Sh. Puneet Pahwa, Chief Metropolitan Magistrate (South)
- 3. Sh. Himanshu Raman Singh, Addl. Chief Metropolitan Magistrate (S)
- 4. The Asstt. Commissioner of Police (HQ)

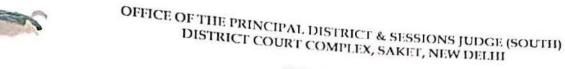
The said Committee will reconcile the data submitted by the police with the data submitted by the Courts before sending the same to the Hon'ble High Court as directed in Crl. M.C. No.4485/2013 titled Manjit Singh Vs. State. It may also be ensured that data may be sent only after removing the discrepancies, if any.

> (Narottam Kaushal) Principal District & Sessions Judge (South) District Courts Complex, Saket, New Delhi

No. Judl.11/F.115/South/Saket/2022/ 10393- 10445 0715 NewDelhi dated:-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 of South District, Saket Courts Complex, New Delhi and the concerned officials.
- 5. The Officer In-charge (Judl.) (South), Saket Court Complex, New Delhi
- 6. The Officer In-charge (CMM Office)(South), 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 & south-east delhi.
- 9. The Public Relation Officer, Saket Court Complex, New Delhi.
- 10. For uploading on LAYERS.
- 11. For uploading on Centralized Website through LAYERS.

12. Guard File.



ORDER NO. 17/2022

Dated:- 13th May, 2022

- Convener

Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committee for South District is hereby reconstituted with

- I. DISTRICT VICTIMS COMPENSATION COMMITTEE
 - 1. Ms. Vijeta Singh Rawat Addl. Sessions Judge (SFTC)(POCSO)(South) Chairperson 2. Sh. R.K. Pandey Chief Public Prosecutor (South) - Member
 - 3. Sh. Vipul Sandwar, Secretary, DLSA (South)

The above Committee shall conduct meetings on a weekly / regular basis to ensure expeditious disposal of compensation matters.

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 the 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 by the undersigned.
- 4. 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.
- 5. 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.

(Narottam Kaushal)

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

No. 10837-10916 /Pr. D&SJ(South)/Saket/ND/2022 Dated:-13/5/22 Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- 3. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 4. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 5. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service of South District posted at Saket Courts Complex, New Delhi and the concerned officials.
- 7. The Judge Family Court, South-East, Saket Court Complex, New Delhi.
- 8. All the concerned Officers.
- 9. 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.
- 10. The Public Relation Officer, Saket Court Complex, New Delhi.
- 11. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc., South District, Saket Courts Complex, New Delhi.
- 12. For uploading on LAYERS.
- 13. For uploading on Centralized Website through LAYERS.
- 14. Guard File.



ORDER NO. 18/2022

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:-

A BUILDING MAINTENANGU GUA	and energy
 <u>BUILDING MAINTENANCE COMMITTEE (BMC)</u> Sh. Vinay Kumar Khanna, District Judge (Commercial) (South) Ms. Vineeta Goval, District Judge (Commercial) (South) 	
2. Ms. Vinceta Court District Judge (Commercial) (South)	- Chairperson
2. Ms. Vineeta Goyal, District Judge (Commercial) (South) 3. Sh. Lalit Kumar, Add. District In (Commercial) (South-East)	- Member
	- Member
and a state of the	- Member
CLUCY COLV. AND SOPROME IN LAS (CLUC) (C. IL U. I)	- Member
Anonika Sarona, Addl. Sessions Judge (MDDC) (Courth)	- Member
(Coutb)	- Member
8. Sh. Deepak Vats, Administrative Civil Judge (South-East)	- Member
SUB-COMMITTEE OF BUILDING MAINTENANCE COMMITTEE	
(a). RESIDENTIAL COMPLEX (AT SAKET)	
1. Sh. Anil Kumar, Addl. Sessions Judge (South)	- Chairperson
3. Sh. Lalit Kumar, Addl. District Judge (South-East)	- Member
4. Sh. Munish Markan, Addl. District Judge, (South-East)	- Member
5. Sh. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East)	- Member
6. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
7. Sh. Deepak Vats, Administrative Civil Judge (South-East)	- Member
(b). <u>SPACE ALLOTMENT COMMITTEE</u>	
1. Sh. Munish Markan, Addl. District Judge, (South-East)	- Chairperson
2. Sh. Sandeep Garg, Addl. Sessions Judge, (SFTC) (South-East)	- Member
3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
4. Sh. Deepak Vats, Administrative Civil Judge (South-East)	- Member
II. CONDEMNATION BOARD	
1. Sh. Sanjeev Kumar Singh, Judge, Family Court (South-East)	- Chairperson
2. Ms. Vrinda Kumari, Addl. Sessions Judge (South)	- Member
3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member

III. CRECHE COMMITTEE (COMMITTEE FOR ENSURING SMOOTH RUNNING OF

CRECHE FACILITY AT LAWYERS' CHAMBERS BLOCK	
1. Dr. Hardeep Kaur, Addl. District Judge (South)	- Chairperson
2. Ms. Sonam Singh, Addl. Chief Metropolitan Magistrate (South-East)	- Member
3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
4. Sh. Ashoka Kotnala Bhardwaj, Sr. Member Executive (Saket Bar Association)	- Member
5. Ms. Anju Tnwar, Lady Member Executive (Saket Bar Association)	- Member
6. Ms. Aarti Batra, Sr. Personal Assistant	- Member
(Presently posted in the Court of the Ld. Pr. District & Sessions Judge (Sout	h-East))

IV. DIGITIZATION OF COURT RECORDS COMMITTEE

1. Ms. Vineeta Goyal, District Judge (Commercial)(South-East)	- Chairperson
2. Ms. Pooja Talwar, Addl District Judge (South)	- Member
3. Sh. Jay Thareja, Addl. District Judge (South-East)	- Member
4. Sh. Sukhman Sandhu, Metropolitan Magistrate (South)	- Member

V. DISASTER MANAGEMENT COMMITTEE

- 1. Sh. Anil Kumar, Addl. Sessions Judge (South)
- 2. Ms. Monika Saroha, Addl. Sessions Judge (NDPS)
- 3. Chief Metropolitan Magistrate (South)
- 4. Chief Metropolitan Magistrate (South-East)

5. Sh. Saurabh Goyal, Metropolitan Magistrate (NI Act)(Digital)(South)

- Chairperson - Member

-Ex-Officio Member

-Ex-Officio Member

- Member

1 of 3

VI. DISTRICT COUNT	
VI. <u>DISTRICT COURT COMPUTER COMMITTEE</u> 1. Sh. Jay Thareja, Addl. District Judge (South-East) (Nodal Officer for Central Computer Courses)	
(Nodal Occiant Addl. District Judge (South Fact)	
(Nodal Officer for Central Computer Committee) 2. Sh. Vivek Kumar Agarwal, Metropolitar M	- Chairperson
2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 3. Sh. Animesh Kumar, Metropolitan Magistrate (South) (Nodal OC)	
3. Sh. Animesh Kumar, Metropolitan Magistrate (South) (Nodal Officer (Computer) for South-East District	- Member
(Nodal Officer (Computer) for South-East District 4. Ms. Neha Sharma, Civil Judge (South-East District	- Member
4. Ms. Neha Sharma, Civil Judge (South-East District (Nodal Officer (Computer) for South)	- Member
(Nodal Officer (Computer) for South District 5. Sh. Saurabh Goyal, Metropolitica Mathematica	- Member
5. Sh. Saurabh Goyal, Metropolitan Magistrate (NI Act)(Digital)(South) Sh. Pritam Singh, District System Administrator (IIA (South)	- Member
Sh. Pritam Singh, District System Administrator/JJA (South) Sh. Ravi Verma, System Administrator/JJA (South)	
(South-East)	
VII. ENVIRONMENT (& HORTICULTURE) COMMITTEE 1. Ms. Vrinda Kumari, Addl. Sacia, Malantee	
Court of the thigh Court	- Chairperson
- On Hardeep Kaur, Addl District Judge (Could)	
annya Dammyal, Administrative Civil Judge (Couth)	- Member
4. Sh. Deepak Vats, Administrative Civil Judge (South) 5. Sh. Ashwani Barnati Participation (South-East)	- Member
5. Sh. Ashwani Panwar, Metropolitan Magistrate (South)	- Member - Member
6. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (NI Act)(South-East)	- Member
	- Wember
VIII. OUT-SOURCED MANPOWER RECRUITMENT AND I	MANAGEMENT
COMMITTEE	and the blinder of the
1. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South)	- Chairperson
2. Sn. Sandeep Garg, Addl. Sessions Judge (SFTC) (South-East)	- Member
3. Ms. Vijeta Singh Rawat, Addl. Sessions Judge (SFTC)(POCSO), (South)	- Member
4. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
IX. HOSPITALITY & PROTOCOL COMMITTEE	
1. Ms. Vinceta Goyal, District Judge (Commercial)(South-East)	- Chairperson
2. Ms. Pooja Talwar, Addl. District Judge (South)	- Member
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3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)	- Member
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 Ms. Tanya Bamniyal, Administrative Civil Judge (South) Sh. Deepak Vats, Administrative Civil Judge (South-East) 	- Member
 Ms. Tanya Bamniyal, Administrative Civil Judge (South) Sh. Deepak Vats, Administrative Civil Judge (South-East) Ms. Shilpi Singh, Metropolitan Magistrate (South) 	- Member - Member
 Ms. Tanya Bamniyal, Administrative Civil Judge (South) Sh. Deepak Vats, Administrative Civil Judge (South-East) Ms. Shilpi Singh, Metropolitan Magistrate (South) Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) 	- Member
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 Ms. Tanya Bamniyal, Administrative Civil Judge (South) Sh. Deepak Vats, Administrative Civil Judge (South-East) Ms. Shilpi Singh, Metropolitan Magistrate (South) Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) X. <u>LIBRARY COMMITTEE</u> Ms. Gurmohina Kaur, Addl. District Judge (South) 	- Member - Member - Member - Chairperson
 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 4. Sh. Deepak Vats, Administrative Civil Judge (South-East) 5. Ms. Shilpi Singh, Metropolitan Magistrate (South) 6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) X. <u>LIBRARY COMMITTEE</u> 1. Ms. Gurmohina Kaur, Addl. District Judge (South) 2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 	- Member - Member - Member - Chairperson - Member
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 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 4. Sh. Deepak Vats, Administrative Civil Judge (South-East) 5. Ms. Shilpi Singh, Metropolitan Magistrate (South) 6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) X. <u>LIBRARY COMMITTEE</u> Ms. Gurmohina Kaur, Addl. District Judge (South) 2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate, (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate (South) 4. Ms. Neha Barupal, Metropolitan Magistrate (NI Act)(South) 5. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (South-East) XI. <u>SAKET STUDY CIRCLE</u> Ms. Gurmohina Kaur, Addl. District Judge (South) Ms. Chhavi Bansal, Metropolitan Magistrate (NI Act)(Digital), (South) Ms. Aayushi Saxena, Metropolitan Magistrate (NI Act) (Digital), (South) Ms. Neha Sharma, Civil Judge (South) Sh. Saurabh Goyal, MM(NI Act), Digital Court (South) XII. <u>SECURITY COMMITTEE</u> Sh. Lalit Kumar, Addl. District Judge (South-East) 	 Member
 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 4. Sh. Deepak Vats, Administrative Civil Judge (South-East) 5. Ms. Shilpi Singh, Metropolitan Magistrate (South) 6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) X. <u>LIBRARY COMMITTEE</u> Ms. Gurmohina Kaur, Addl. District Judge (South) 2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate, (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate (South) 4. Ms. Neha Barupal, Metropolitan Magistrate (South) 5. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (South-East) XI. <u>SAKET STUDY CIRCLE</u> Ms. Gurmohina Kaur, Addl. District Judge (South) Ms. Tanya Bamniyal, Administrative Civil Judge (South) Ms. Chhavi Bansal, Metropolitan Magistrate (NI Act)(Digital), (South) Ms. Aayushi Saxena, Metropolitan Magistrate (NA Act) (South) Sh. Saurabh Goyal, MM(NI Act), Digital Court (South) XII. <u>SECURITY COMMITTEE</u> Sh. Lalit Kumar, Addl. District Judge (South-East) 	 Member
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 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 4. Sh. Deepak Vats, Administrative Civil Judge (South-East) 5. Ms. Shilpi Singh, Metropolitan Magistrate (South) 6. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act)(Digital)(South) X. LIBRARY COMMITTEE 1. Ms. Gurmohina Kaur, Addl. District Judge (South) 2. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate, (South) 3. Ms. Shilpi Singh, Metropolitan Magistrate (South) 3. Ms. Neha Barupal, Metropolitan Magistrate (South) 4. Ms. Neha Barupal, Metropolitan Magistrate (South) 5. Sh. Bhanu Pratap Singh, Metropolitan Magistrate (South-East) XI. <u>SAKET STUDY CIRCLE</u> 1. Ms. Gurmohina Kaur, Addl. District Judge (South) 2. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 3. Ms. Chhavi Bansal, Metropolitan Magistrate (NI Act)(Digital), (South) 4. Ms. Aayushi Saxena, Metropolitan Magistrate (NA Act) (South) 5. Ms. Neha Sharma, Civil Judge (South) 6. Sh. Saurabh Goyal, MM(NI Act), Digital Court (South) XII. <u>SECURITY COMMITTEE</u> 1. Sh. Lalit Kumar, Addl. District Judge (South-East) 2. Ms. Monika Saroha, Addl. Sessions Judge (NDPS) (South-East) 3. Ms. Monika Saroha, Addl. Sessions Judge (NDPS) (South) 4. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 	 Member
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XIII. <u>WELLNESS STUDIO & MEDICAL UNIT COMMITTEE</u> 1. Sh. Nikhil Chopra, Addl. District Judge (South)

- 2. Sh. Lalit Kumar, Addl. District Judge (South-East)
- 3. Sh. Jay Thareja, Addl. District Judge (South-East)

3. Sh. Siddhant Sihag, Metropolitan Magistrate (NI Act), (South) 4. Ms. Tanya Bamniyal, Administrative Civil Judge (South) 5. Sh. Deepak Vats, Administrative Civil Judge (South-East)

Notes:-

- 1. All the correspondence with the Hon'ble High Court shall be made only by the Pr. District &
- 2. All decisions taken by each Committee (not chaired by District & Sessions Judge herself)
- shall be subject to the approval of the Pr. District & Sessions Judge (South). 3. All the official communications to the Pr. District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Pr. District & Sessions Judge and only by the
- 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 Pr. 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.

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

No. 11193-11352 /Pr. D&SJ(South)/Saket/ND/2022 Copy to:-

- 1. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi,
- 2. The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- 3. The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 4. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 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.ccourts.gov.in/south & south-east delhi.
- 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.

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

Dated: 21-05-2022

- Chairperson

- Member

- Member

- Member - Member

- Member

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

ORDER NO. 19/2022

Pursuant to the Transfer & Posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committees for South District are hereby reconstituted I. ARREARS COMMITTEE 1. Ms. Savita Rao, Judge In-Charge (Mediation) 2. The Principal Judge, Family Court, South District - Chairperson 3. Ms. Vrinda Kumari, Addl. Sessions Judge (South) -Ex-Officio Member 4. Ms. Priya Mahendra, Addl. Sessions Judge (POCSO) (South) - Member 5. Chief Metropolitan Magistrate (South) - Member 6. Senior Civil Judge (South) -Ex-Officio Member (SUB-COMMITTEES OF ARREARS COMMITTEE -Ex-Officio Member (A) DISTRICT SUB COMMITTEES 1. District & Sessions Judge (South) 2. Judge In-Charge (Mediation), Saket Courts Complex, New Delhi. - Chairperson 3. Chairperson, Building Maintenance Committee -Ex-Officio Member 4. Chairperson, District Court Computer Committee -Ex-Officio Member 5. Administrative Civil Judge (South) -Ex-Officio Member 6. Sh. Dharmender Arya, Advocate, Enrollment No.D/709/1986 -Ex-Officio Member 7. Sh. Dharmender Kumar, Advcoate Enrollment No. D/314/1992 - Member 8. Chairperson, Arrears Committee - Member Co-opted -Ex-Officio Member 9. Officer In-Charge (Computer) Co-opted -Ex-Officio Member (The Committee shall monitor the performance of the Courts of the South District in achieving a 'Five Plus Zero' Pendency in order to monitor quality, timelines and efficacy of judicial decision-making). II. BUDGET ESTIMATES COMMITTEE 1. Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) - Chairperson 2. Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) - Member 3. Sh. Krishna Sah, Asstt. Account Officer (South) - Member III. CRIMINAL INJURIES COMPENSATION BOARD 1. District & Sessions Judge (South) - Chairperson 2. District Magistrate/Deputy Commissioner South -Ex-Officio Member 3. Deputy Commissioner of Police (South) -Ex-Officio Member 4. Civil Surgeon or the Chief Medical Officer of South District -Ex-Officio Member 5. Secretary, District Legal Services Authority (South) -Ex-Officio Member IV. COMMITTEE FOR CENTRALIZED REGISTRY FOR FILING CHALLANS, CHARGESHEET AND OTHER DOCUMENTS FILED BY THE POLICE 1. Sh. Puneet Pahwa, Chief Metropolitan Magistrate (South) - Chairperson 2. Sh. Himanshu Raman Singh, Addl. Chief Metropolitan Magistrate (South)- Member 3. Sh. Ashwani Panwar, Metropolitan Magistrate (South) - Member 4. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) - Member V. COMMITTEE_FOR_TRANSMISSION OF FILES RECEIVED FROM THE HON'BLE HIGH COURT TO DISTRICT COURT 1. Sh. Nikhil Chopra, Addl. District Judge (South) -Officer In-Charge 2. Sh. S.P. Arora, Sr. Judicial Assistant/Branch In-Charge (Admn.) (South) - Nodal Officer 3. Sh. Krishna Sah, Asstt. Accounts Officer (South) - Nodal Officer VI. COMMITTEE TO GET RANDOM INSPECTION DONE TO CHECK WHETHER THE PERSONS ACTING AS OATH COMMISSIONERS AT SAKET COURTS ARE DULY AUTHORIZED OR NOT. - Chairperson 1. Ms. Gurmohina Kaur, Addl. District Judge (South) - Member 2. Sh. Puneet Pahwa, Chief Metropolitan Magistrate (South) - Member 3. Ms. Tanya Bamniyal, Administrative Civil Judge (South)

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VII COM	D. S.
VII. <u>COMMITTEE FOR SUGGESTIONS FOR IMPLEMENTATION A</u> <u>ACTION WHEREVER REQUIRED IN VIEW OF THE RESOLUTION</u> <u>THE CHIEF JUSTICE CONFERENCE HELD ON 22nd</u> AND 22 nd 1. Officer In-Charge (Arreats Committee Co	
ACTION WHEREVER REQUIRED IN VIEW OF THE RESOLUTION 1. Officer In-Charge (Arrears Committee) 2. Officer In-Charge (Building Mainteen 3. Officer In-Charge (Building Mainteen	
1. Officer In-Charge (Building Maintenance Committee) 3. Officer In-Charge (Jud p)	NDFOU
2. Officer In-Charge (Arrears C. HELD ON 22nd AND	ONS ADOPTED
3. Officer Large (Building Minintee)	RIL, 2016
4. Judge In Charge (Judj-1)	-Ex-Officio Chairport
5. Officer In-Chast (integration)	-LX-Officio Month
5. Officer In-Charge (Mediation) VIII. <u>DISTRICT VICTIMS COMPENSATION COMMITTEE</u> 1. Ms. Vijeta Singh Rawat Addl. Sessions Judge (SUSCI)	-Ex-Officio Member -Ex-Officio Member
1. Ms. Viigte COMPENSATION COM	-Ex-Officio Member
2. Sh. R.K. Pandh Rawat Addl. Sessions Inder COMMITTEE	a member
1. Ms. Vijeta Singh Rawat Addl. Sessions Judge (SFTC)(POCSO) 2. Sh. R.K. Pandey Chief Public Prosecutor (South) 3. Sh. Vipul Sandwar, Secretary, DLSA (South)	(South) - Chairperson
3. Sh. Vipul Sandwar, Secretary, DLSA (South) IX. <u>HAPPINESS COMMUTURE</u>	- Childer
	- Convener
The INIKALI Chomes A Line	
2. Ms. Vrinda Kumari, Addl. District Judge (South) 3. Sh. Vivek Kumar Agarwal Motore Udge (South)	- Chairperson
3. Sh. Vivek Kumar Agarwal, Metropolitan Magistrate (South) 4. Ms. Kanika Agarwal, Metropolitan Magistrate (South)	
4. Ms. Kanika Agarwal, Metropolitan Magistrate (South) X. LAWYERS' CHAMBERS MONITONING	- Member South) - Member
X. <u>LAWYERS' CHAMBERS MONITORING COMMITTEE</u> 1. Sh. Vinay Kumar Khanna District Industries	
2. Administrative Civil Lude (Commercial) (South)	Chairman
5. Administrative Civil Index (Contract)	- Chairperson Ex-officio Member
a resident, Saket Bar Association	Ex-officio Member
S. Secretary, Saket Bar Aspecial	Ex-officio Member
C. Executive Engineer (Civil) DWD	Ex-officio Member
7. Executive Engineer (Electrical), PWD 8. Inspector Court Security Cold	Ex-officio Member Ex-officio Member
8. Inspector Court Security, Saket Courts Complex 9. Station House Officer, Police Station Saket	Ex-officio Member
XI. PURCHASE COMPANY	Ex-officio Member
XI. <u>PURCHASE COMMITTEE</u> 1. Sh. Sandeen Yaday, Addi Guine and	
1. Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity)(South) 2. Sh. Amit Bansal, Addl. Sessions Judge (POCSO)(South) 3. Ms. Tanua Bansal, Addl. Sessions Judge (POCSO)(South)	- Chairperson
5. Mis. Tallya Dalinniyal, Administrative Civil Judge (South)	- Member
T. Sit. Klistina San, Asstt. Account Officer (South)	- Member
5. Nominee of Finance Deptt. of GNCTD (as per norms)	- Member - Member
XII. PREVENTION OF SEXUAL HARASSMENT COMMITTEE	
1. Ms. Vrinda Kumari, Addl. Sessions Judge (South)	- Chairperson
2. Ms. Rajat Goyal, Senior Civil Judge (South)	Mamban
3. Ms. Nidhi Singh, Metropolitan Magistrate (NI Act) (Digital)(South)	- Member
4. Ms. Promila Kapoor, Advocate 5. Ms. Laxmi, Sr. Judicial Assistant, Branch In-Charge (Bail & Filing)(S	Independent Member
6. Sh. Mahender, Judicial Assistant	outh) - Member - Member
(Vice President, District & Sessions Courts Employees Welfare Asso	- Member
XIII. STAFF TRAINING	(could)
1. Sh. Amit Bansal, Addl. Sessions Judge (POCSO)(South)	- Chairperson
2. Ms. Monika Saroha, Addl. Sessions Judge (South)	- Member
3. Ms. Rajat Goyal, Senior Civil Judge (South)	- Member
XIV. STAFF GRIEVANCE REDRESSAL COMMITTEE:-	
1. The Officer In-Charge, (Administration Branch-I)(South)	Ex-officio Member
2. The Officer In-Charge (Administration Branch-II)(South)	Ex-officio Member
3. The Officer In-Charge (Administration Branch-III) (South)	Ex-officio Member
 The Officer In-Charge (BMC), Saket Courts The Officer In-Charge (Security Cell), Saket Courts 	Ex-officio Member Ex-officio Member
6. The Officer In-Charge, Officer In-Charge (Record Rooms)(South)	Ex-officio Member
7. The Administrative Civil Judge (South)	Ex-officio Member
8. The Vice President (South District), District & Sessions Courts	Ex-officio Member
Employees Welfare Association	the Committee
(The Senior Most officer amongst them would be the Chairperson of	the Committee)

(The Senior Most officer amongst them would be the Chairperson of the Committee)

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XV. UNDER TRIAL REVIEW COMMITTEE

 Superinter & Sessions Judge (South) Superintendent, Central Jail, Tihar District Magistrate (South) Deputy Commissioner of Police (South) Secretary, District Legal Services Authority (South) <u>VIGILANCE COMMUTTEE</u> 	- Chairperson -Ex-Officio Member -Ex-Officio Member -Ex-Officio Member -Ex-Officio Member
 Sh. Prem Kumar Barthwal, District Judge (Commercial)(South) Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South) Ms. Pooja Talwar, Addl. District Judge (South) 	- Chairperson - Member - Member

Not

XV

- 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 by 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.

Narottam Kaushal)

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

No. 11353-11458 /Pr. D&SJ(South)/Saket/ND/2022 Dated:- + 1-05-20m

Copy to:-

- 1. The Registrar General, High Court of Delhi, New Delhi.
- 2. The Principal District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
- The Principal District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
- The Principal Judge (Family Court), South, Saket Court Complex, New Delhi.
- 5. The Principal Judge (Family Court), South-East, Saket Court Complex, New Delhi.
- 6. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service of South District posted at Saket Courts Complex, New Delhi and the concerned officials.
- 7. The Judge Family Court, South-East, Saket Court Complex, New Delhi.
- 8. All the concerned Officers.
- 9. 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-cast delhi.
- 10. The Public Relation Officer, Saket Court Complex, New Delhi.
- 11. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at Saket Courts Complex, New Delhi.
- 12. For uploading on LAYERS.
- 13. For uploading on Centralized Website through LAYERS.
- 14. Guard File.

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



ORDER NO. 20/2022

Dated:- 20th May, 2022

In partial modification of the earlier orders on the subject, the following Officer(s) In-Charge are appointed to look after and supervise the work of the Branches indicated against their names, with Administrative Officers (Judl.)/Branch In-Charges deputed to assist them, with immediate effect.

<u>S.No</u>		Connected/Attached, Branches/Sections/ Cells/Units etc.	Officer In-Charge	<u>Administrative</u> <u>Officer</u> (Judicial)	Branch In-Charge
1	Principal District & Sessions Judge's Secretariat	-	Principal District & Sessions Judge (South)	_	-
2	Administration-I	-	Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)	-	Sh. Satya Pal Arora, Sr. Judl. Asstt.
3	Administration-II	-	Sh. Atul Kumar Garg, Presiding Officer (MACT) (South)		Sh. Satya Pal Arora, Sr. Judl. Asstt.
4	Administration-III	_	Ms. Monika Saroha, Addl. Sessions Judge(NDPS) (South)	-	Ms. Kamlesh, Sr. Judl Asstt.
5	Vigilance	-	Sh. Prem Kumar Barthwal, District Judge (Commercial) (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
6	Litigation	_	Sh. Nikhil Chopra, Addl. District Judge (South)	-	Sh. D.P. Singh, Sr. Judl. Asstt.
7	Building Maintenance Committee Cell	_	Sh. Vinay Kr. Khanna, District Judge (Commercial) (South)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
8	Lawyers' Chambers Allotment Cell	-	Sh. Vinay Kumar Khanna, District Judge (Commercial) (South)		Sh. Pramod Saxena, Sr. Judl. Asstt.
9	Space Allotment Cell	-	Sh. Munish Markan, Addl District Judge, (South-East)	-	Sh. Pramod Saxena, Sr. Judl. Asstt.
10	Disaster Management Cell		Sh. Anil Kumar, Addl. Sessions Judge (South)		Sh. Tara Singh Bist, Sr Judl. Asstt.
11	Security Cell		Sh. Lalit Kumar, Addl. District Judge (South-East)	-	Sh.D.P. Singh, Sr. Jud Asstt [Assisted by Sh. Satish Kumar Sharma, JA]
12	Library Branch		Ms. Gurmohina Kaur, Addl. District Judge (South)	-	_
13	Computer Branch		Sh. Jay Thareja, Addl. District Judge (South-East)		Sh. Ajay P.S. Kulayana, Sr. Judl. Asstt.
14	R& I	5	5h. Amit Bansal, Addl. Sessions Judge (POCSO) (South)		Sh. Rati Ram, Judicial Assistant
15	Judicial-I	1	5h. Vinay Kumar Khanna District Judge Commercial) (South)		Sh. Vijay Kumar Taneja Sr. Judl. Asstt.
16	Judicial-II		5h. Nikhil Chopra, Addl. District Judge (South)	1	Sh. Vijay Kumar Taneja Sr. Judl. Asstt.

-	Branch	Connected/Attached/ Branches/Sections/ Cells/Units etc.	Officer In-Charge	Administrative Officer	Branch In-Charge
17	Bail & Filing	(i) Facilitation Centre (ii) PRO	Sh. Amit Bansal, Addl. Sessions Judge (POCSO) (South)	(Judicial)	Ms. Laxmi, Sr. Judl. Asstt.
18	General Branch	-	Sh. Nikhil Chopra, Addl. District Judge (South)	-	Sh. Tara Singh Bist, Sr Judl. Asstt.
19	Purchase Cell		Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity) (South)	-	Sh. Krishna Sah, (Asstt. Accounts Officer)
20	Environment & (Horticulture Cell)	(i) Stationery	Ms. Vrinda Kumari, Addl. Sessions Judge (South) Link Officer In-Charge Dr. Hardeep Kaur, Addl. District Judge (South)	-	Sh. Krishna Sah (Asstt Accounts Officer)
21	Caretaking	(i) Telephone Exchange	Administrative Civil Judge (South)	-	Sh. Rakesh Kumar, Caretaker
22	Accounts Branch	(i) Fine & Audit (ii) Cash	Sh. Vinay Kumar Khanna, District Judge (Commercial)(South) (Controlling Officer) Sh. Prem Kumar Barthwal, District Judge (Commercial) (South) (HOO) Ms. Pooja Talwar, Addl. District Judge (South) (Link HOO)	Sh. Krishna Sah (Asstt. Accounts Officer)/DDO	Ms. Sneh Lata, Sr. Judicial Assistant Sh. Satvir (Cashier)
23	Hospitality and Protocol Branch	-	Ms. Vineeta Goyal, District Judge (Commercial)(South-East)		Sh. D.P. Singh, Sr. Judl. Asstt [Assisted by Sh. Satish Kumar Sharma, JA]
24	Copying Agency (Civil/Sessions)	(Criminal)	Sh. Sandeep Yadav, Addl. Sessions Judge (Electricity) South		Ms. Padmavathi Sr. Judl. Asstt.
25	Record Room (Sessions)	(Ĉivil) (ii) Record Room (Criminal)	Ms. Pooja Talwar, Addl. District Judge (South) Ms. Gurmohina Kaur, Addl. District Judge (South) for Record Room (Civil)(South)		Sh. Surender Singh Sr. Judicial Asstt. (Sessions) Ms. Narbada Rawat, Sr. Judicial Asstt. (Criminal) Sh. Surender Singh, Sr. Judicial Asstt. (Civil)
26	Pool Car Section	5	5h. Amit Bansal, Addl. Sessions Judge (POCSO) South)	-	Itaish Yadav, Sr. Judl. Asstt.
27	RTI Branch	Office of PIO S	ih. Atul Kumar Garg, PO MACT)(South)		Sh. D.P. Singh, Sr. Judl. Asstt
28	Office of CMM (South)	C (f) S	h.Puneet Pahwa, CMM (South) Sh. Himanshu Raman ingh, ACMM will be nk)		5h. Mahender 5r. Judicial Asstt.

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29	Branch Nazarat Branch	Connected/Attached/ Branches/Sections/ Cells/Units etc.	Officer In-Charge	Administrative Officer (Judicial)	Branch In-Charge
		-	Ms. Tanya Bamniyal, Administrative Civil Judge (South) (Ms. Neha Sharma, CJ-01 will be link)	<u>—</u>	Sh. Nafe Singh District Nazair
30	Video Conferencing	-	Sh. Puneet Pahwa, CMM (South)	-	Sh. Ajay P.S.
31	Vulnerable Witness Deposition Complex	_	Sh. Amit Bansal, Addl. Sessions Judge, (POCSO) (South)	-	Kulayana, Judl. Asstt. Ms. Kamini Naugain, Judicial Asstt.
32	Nodal Officer (South & South-East District(s) Website)	-	Sh. Jay Thareja, Addl. District Judge (South-East)	-	Sh. Ajay P.S. Kulayana, Judicial Asstt.

Notes:-

- All the correspondence with the Hon'ble High Court shall be made only by the Principal District & Sessions Judge (South).
- 2. The Officer(s)-in-Charge shall:-

(a) be responsible for regularly supervising the work of the Branches (and connected Branches & Sections) under their Control on daily basis, *inter alia*, whenever required by providing necessary guidance/directions to the Administrative Officer (Judl.) or Branch In-Charge; and

(b) take all necessary decisions, using proper discretion in matters of routine nature, keeping in mind the best interest of the institution and refer the matter to the Principal District & Sessions Judge (South), if in doubt.

- All the official communications to the Principal District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. Principal District & Sessions Judge and only under instructions of the undersigned.
- Every Branch shall provide all necessary assistance to the concerned Officer In-Charge and Chairman of each Committee, as and when required.
- The Administrative Officer (Judl.), Branch(es) In-Charge and all subordinate staff shall be answerable and report, on daily basis, to the respective Officer(s) In-Charge.
- 6. In the event of inability to discharge such responsibility (on account of leave, other duties, etc.) of the OIC of a Branch/Cell, the OIC of the Branch/Cell mentioned immediately below in the list shall be suitably informed by the former and the latter shall act as the link officer.
- 7. The above-mentioned officials shall work under the control and supervision of concerned officers In-charge and report to them on regular basis.
- 8. In case any of the aforesaid officials is on leave or not available due to any reason, his/her work shall be looked after by the official mentioned immediately below him/her. In case the official mentioned immediately below is also not available, the work of the official shall be looked after by the official next below available in the above table. For such purposes of the last mentioned official, the official at Sl. No.2 shall be deemed to be the "next below".
- Each Branch/Cell shall have work allocated amongst the staff subject-wise, with arrangement for link Assistant (on account of absence of regular dealing hand), for which the OIC(s) shall issue formal orders, in consultation with and under intimation to the undersigned.
- Each Branch/Cell shall allocate the task of diary/dispatch of the dak to one specified Clerk, who shall maintain (and keep updated) a record showing letters/PUCs received/sent by the Branch/Cell and the official/officer to whom the same has been allocated.
- 11. Each Administrative Officer (Judl.)/Branch In-charge/Clerk shall maintain (and keep updated) a diary showing letters/PUCs received chronologically and action taken thereupon. Such diaries of the dealing assistant shall be regularly checked by the Branch In-Charge and Administrative Officer (Judl.) to ensure there is no unnecessary delay in requisite action.
- 12. The Officer(s) In-Charge of the Administration Branches are hereby authorized to regulate and take appropriate decisions, as per rules, on the applications for leave of all members of categories of staff under their respective control, and the leave of the Administrative Officer(s)(Judl.) and the Asstt. Account Officer shall be regulated by the Officer In-Charge (Admn.-I) and he/she is also empowered to take appropriate decisions, as per rules, on the applications for leave under the intimation to the DDO (South)
- 13. The Officer In-Charge of Judicial Branch-I is hereby authorized to regulate and take appropriate decisions, as per rules, on applications for leave of all kinds in case of officers of Delhi Judicial Service and for casual/compensatory leave in case of officers of Delhi High Judicial Service, under intimation to DDO.

ORDER NO. 21

Considering the request of Ld. Principal Judge, South, Family Court, Saket, New Delhi, the room adjacent to Record Room (S) near pillar no. C-185 in Lower Basement is hereby allotted on temporary basis for the use of Record Room of Family Courts of South and South-East District, Saket with immediate effect till their Record Rooms are constructed for the purpose.

> (Narottam Kaushal) Pr. District & Sessions Judge (South) Saket Court Complex, New Delhi.

NO.130 /NK/Pr. D&SJ(S)/SAC/SD

New Delhi, Dated: 30/05/2022

Copy for information and necessary action to:

- 1. The Hon'ble Registrar General, Hon'ble High Court of Delhi, New Delhi.
- The PS to Ld. Principal District & Sessions Judge (Headquarters), Tis Hazari Court, Delhi.
- The PS to Ld. Pr. District & Sessions Judge (South East), Saket Court Complex, New Delhi.
- 4. The PS to Ld. Principal Judge, South, Family Court Saket, New Delhi.
- 5. The PS to Ld. Principal Judge, South-East, Family Court Saket, New Delhi.
- 6. The Officer In-charge, Genl. Branch, South, Saket Court Complex, New Delhi.
- 7. The Officer In-charge, Caretaking Branch, Saket Court Complex, New Delhi.
- 8. The Branch In-charge, Space Allotment Cell, Saket Court Complex, New Delhi.
- 9. For uploading on LAYERS.
- 10. For uploading on Centralized Website through LAYERS.

(Narottam Kaushal) Pr. District & Sessions Judge (South) Saket Court Complex, New Delhi.