

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE, SOUTH-EAST DISTRICT**

**SAKET COURTS COMPLEX, NEW DELHI**

In compliance with the directions issued in the virtual meeting dated 20.02.2025, held under the chairmanship of Hon'ble Mr. Justice Yashwant Varma, Hon'ble High Court of Delhi, New Delhi with the Ld. Principal District & Sessions Judges of all districts, Worthy Registrar General, Worthy Registrar General (Vigilance) and Ld. CPC, the Hon'ble High Court of Delhi and with reference to the e-mail dated 22.02.2025 from Sh. Sunil Kumar Sharma, District Judge/DHJS, Chairman-IT & Digitization, Delhi District Courts, Tis Hazari Courts, New Delhi, following committee of South-East District, Saket Courts, New Delhi is hereby constituted as under, with immediate effect :-

**COMMITTEE FOR MONITORING AND ENSURING THE TARGETED DIGITIZATION/SCANNING-**

**SOUTH EAST DISTRICT**

Sr. No.	Name of the Judicial Officer	Designated as	Concerned Branch
1.	Sh. Lovleen, ASJ-03/ OIC Digitization/ Record Room, South-East District, Saket Courts, New Delhi	Chairperson	Record Room & Digitization Cell
2.	Sh. Sachin Mittal, DJ-03, South-East District, Saket Courts, New Delhi	Member	
3.	Ld. Administrative Civil Judge, South-East District, Saket Courts, New Delhi	Member (Ex- Officio)	
4.	Sh. Akshay Sharma, JMFC-02/ Ld. Nodal Officer (Computer), South-East District, Saket Courts, New Delhi	Member	

Note: -

1. If the Chairperson of the Committee is not available for any reason, the next senior most member of the Committee shall act as Officiating Chairperson till further orders.
2. Minutes of the Meeting is to be recorded by the Sr. PA/PA attached with the Chairperson/Members of the committee.
3. All decisions taken by Committee shall be subject to the approval of the undersigned
4. All the official communications to the Principal District & Sessions Judges of other Districts or their Branches shall be addressed to the concerned Id. Principal District & Sessions Judge and shall be made through the undersigned.
5. Whenever required, the Chairperson of the Committee shall co-ordinate with the Chairpersons of other Committee(s), so that there is always a proper cohesion.
6. All correspondence with the Hon'ble High Court of Delhi shall be done through the undersigned
7. After the decision(s) of a Committee have been approved, consequential action, including issuance of all necessary communications(s)/Order(s) and follow-ups, shall be undertaken by the Officer In-charge through the concerned Branch.
8. If Sh. Akshay Sharma, Ld. JMFC-02/Ld. Nodal Officer, Computer, South-East District, Saket Courts, New Delhi, Member of the committee gets transferred, the concerned Successor shall act as Member till further orders.
9. The committee shall submit fortnightly reports pertaining to the respective districts to the Ld. Chairperson of IT & Digitization, Delhi District Courts.



(Gurvinder Pal Singh)  
Principal District & Sessions Judge (Officiating)  
South-East District, Saket Courts, New Delhi


24/2/25  
JA Digitization/SED

No. 1212 - 1245 /PD&SJ/ SED/RR/SED/25

Dated 24/2/25

Copy forwarded for information & necessary action (through email) to -

- 1) The Worthy Registrar General, High Court of Delhi, New Delhi.
- 2) The Principal District & Sessions Judge (HQ), Tis Hazari Courts, Delhi.
- 3) All the Principal District & Sessions Judges, (East/North-East/West/South/South-West/Shahdara/North/ New Delhi/ North-West, Delhi/RACC, New Delhi.
- 4) The Principal Judge, Family Courts (HQ), Dwarka, New Delhi.
- 5) Ld. Chairperson of IT & Digitization, Delhi District Courts.
- 6) All the Judicial Officers/ Officials Concerned.
- 7) All Sr. AO/AO(Judicial)/ Branch In charges of South-East District, Saket Courts, New Delhi.
- 8) PS to Ld. Principal District & Sessions Judge, South-East District, Saket Courts, New Delhi.
- 9) PRO, South-East District, Saket Courts, New Delhi.
- 10) The Computer Branch, Saket Courts (for uploading the order on the official website of South-East District, Saket Courts)
- 11) The Branch In charge, R & I Branch, Saket Courts, New Delhi (for uploading on layers).
- 12) For uploading on Centralized website through LAYERS.
- 13) Guard File.

  
Principal District & Sessions Judge (Officiating)  
South-East District, Saket Courts, New Delhi

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