OFFICE OF THE JUDGE IN-CHARGE, SAKET MEDIATION CENTRE, NEW DELHI

No. 24210 - 24340 /Saket/New Delhi Dated 21/07/25

CIRCULAR

It is brought to the knowledge of the Ld. Judicial Officers that in the rectified Annexure E i.e. Special Referral Form prepared for "Mediation for Nation" campaign, the Ahlmads are not filling up the Phone number of the parties due to which reason it is not possible to contact them, in case they do no appear. Hence, it is requested to all the Ld. Judicial Officers that they may direct their **Ahlmads that the said form be filled in entirety, especially phone numbers of the parties before sending it to the Mediation Centre. Ahlmad may also be directed that in case no contact details of either party or counsel are available in the judicial file, he should not leave the special referral form blank and mention "Details not available" in the special referral form.**

It is further observed that the Special Referral Forms are not reaching the Mediation Centre timely, which causes harassment to the litigants and inconvenience in the working of the Mediation Centre. Hence, **it is requested that the Ld. Judicial Officers may ensure that the Ahlmads send the Special Referral Form at least one day prior to the date when the matter is first listed for the Mediation.**

Rectified Annexure - D i.e. Notice and Annexure - E i.e. Special Referral Form are again being circulated for your convenience.

Your wholehearted participation in the special referral form for "Mediation for Nation" campaign is highly appreciated.

In case of any queries of the Ld Judicial Officers, the undersigned may be contacted.

The staff officials may contact Sh. D.P. Singh (Nodal Officer, South) / Ms. Santosh Chhabra (Nodal Officer, South-East) for queries with regard to referral.

This is issued with the approval of Ld. Principal District & Sessions Judge, South and Ld. Principal District & Sessions South-East.

(Surya Malik Grover)
Judge In-charge, Saket Mediation Centre,
New Delhi.

Copy forwarded for information and necessary action to:

1. PS to the Ld. Principal District & Sessions Judge, South District, Saket Courts, New Delhi.
2. PS to the Ld. Principal District & Sessions Judge, South-East District, Saket Courts, New Delhi.
3. Ld. Principal Judge, Family Courts, South District, Saket Courts, New Delhi
4. Ld. Principal Judge, Family Courts, South-East District, Saket Courts, New Delhi.
5. All the Ld. Judicial Officers of South and South-East District, Saket Courts, New Delhi.
6. Member Secretary, DLSA (South), Saket Courts, New Delhi.
7. Member Secretary, DLSA (South-East), Saket Courts, New Delhi.
8. The Officer In-charge, Computer Branch, South District, Saket Courts, New Delhi.
9. The Website Committee, South District to upload this circular.
10. Office file.

(**Surya Malik Grover**)
Judge In-charge, Saket Mediation Centre,
New Delhi.

Rectified Annexure D

(For cases taken up by the Court prior to regular date)

NOTICE FOR APPEARANCE

(Mediation for Nation Campaign)

Case No. & Case Title _____

To,

Party Name _____

Address _____

_____

Phone No. _____

Whereas the Hon'ble Supreme Court has launched **Mediation 'For the Nation'** Campaign (90 days Mediation drive to settle pending cases in all Taluka districts, District Courts and High Courts of India.

And whereas your file was found to be having elements of settlement, you/ your advocate may appear before the **Saket Mediation Centre,1st floor, Utility Block, Saket Courts Complex, New Delhi on.....** at..... for exploring possibilities of settlement

Signature of Referral Judge with date

For any clarifications, you may contact :

Nodal Officer (South) **: Sh. D.P. Singh**
Mobile No. **: 8800858758**

Note :
1. Please bring this notice when you visit the Saket Mediation Centre.
2. Mediation is a voluntary proces and non-appearance will not entail any penal consequences.
3. The present notice only indicates the date and time for the first mediation hearing and further dates, if required shall be fixed by the Mediation Centre after ascertaining the convenience of the parties
4. This notice only pertains to mediation proceedings and will not have any bearing on the regular date of hearing fixed by the Court, where the matter is listed.

RECTIFIED ANNEXURE E

SPECIAL REFERRAL ORDER
(Mediation - 'For the Nation' Campaign)
(for cases listed after 31.07.25)

Court Case ID :_____
Name of the Referral Judge with stamp _____

Suit No./Case No. _____

NAME OF THE PARTIES
(Attach Photocopy of the First page of the Plaint alongwith memo of the parties including amended memo of parties & Prayer Clause of the Plaint.)

_____Vs. _____

DATE OF INSTITUTION OF THE CASE _____
NATURE OF SUIT _____
STAGE OF THE CASE AT TIME OF REFERRAL : _____
NO. OF HEARING AT TIME OF REFERRAL _____

Whereas the Hon'ble Supreme Court has launched "Mediation for Nation" campaign and instant matter has been found to be having elements of settlement. Hence, notice has been issued to the parties.

The above parties and advocates will report **at Saket Mediation Centre, 1st Floor (Utility Block, Saket Courts Complex, Saket, New Delhi) on _____at _____ a.m./p.m.** Details of party/advocate has been mentioned below.

Signature of the Referral Judge with date:

_____

Name of First Party/ Advocate
_____

Phone No. of Party/ Advocate
_____

Name of Second Party/ Advocate
_____

Phone No. of Party/ Advocate
_____

(to be filled by Ahlmad)