

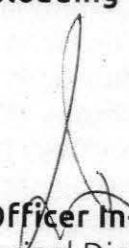
OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,
SOUTH DISTRICT, SAKET COURTS COMPLEX, NEW DELHI

Endst. No./Judl.I/F.19/South/Saket/2026/³⁵¹⁰⁶⁻³⁵¹⁷⁶_____ Dated, New Delhi the 29/8/26

Sub:- Re-circulation of Practice Direction No. 141/Rules/DHC dated 02.06.2025

Letter no. 353/Vig.I/Comp./V-1/DHC/399&400/2026 dated 24.08.2026 of the Hon'ble High Court of Delhi, New Delhi received vide endst no. 66554-674/Rules/Gaz./2026 dated 24.08.2026 of the O/o Ld. Principal District & Sessions Judge, HQs, THC, Delhi along-with enclosures are forwarded **for information and necessary action/compliance to:-**

1. All the Judicial Officers posted in South District Saket Courts Complex, New Delhi.
2. The Officer In-charge, Computer Branch, Saket Court with the request to upload on the official website of South District, Saket Courts, New Delhi.
3. The Officer In-charge, Record Room, South District.
4. The Officer In-charge, Library, Saket Courts, New Delhi.
5. The Officer In-charge, Bail & Filing Section, South District, Saket Courts.
6. The R & I Branch, South District for uploading on LAYERS.


Officer In-Charge, Judicial Branch,
for Principal District & Sessions Judge, South,
Saket Courts Complex, New Delhi

Re-circulation of Practice Direction No. 141/Rules/DHC dated
02.06.2025.

pdj-
south < pdj-south@ddc.nic.in >

R & I Branch HQs < ribranchct.ddc@ddc.nic.in >

Mon, 24 Aug 2026 4:05:25 PM +0530

Diary No. 2452-J
Dated 25/8/26
Judicial Branch (I & II)
Offo Principal D & SJ (South)
Saket Courts New Delhi

To "pdj-central"<pdj-central@ddc.nic.in>,"Principal District and Sessions Judge West"
<pdj-west@ddc.nic.in>,"pdsj-nd"<pdsj-nd@ddc.nic.in>,"pdj-newdelhi"<pdj-
newdelhi@ddc.nic.in>,"Kulveer Kumar"<djnd.ddc@ddc.nic.in>,"pdsj-east"<pdsj-
east@ddc.nic.in>,"pdj-east"<pdj-east@ddc.nic.in>,"pdj-shahdara"<pdj-
shahdara@ddc.nic.in>,"pdsj-northeast"<pdsj-northeast@ddc.nic.in>,"pdj-northeast"
<pdj-northeast@ddc.nic.in>,"dsj-southph"<dsj-southph@ddc.nic.in>,"pdj-south"<pdj-
south@ddc.nic.in>,"pdsj-southeast"<pdsj-southeast@ddc.nic.in>,"pdj-southeast"
<pdj-southeast@ddc.nic.in>,"pdsj-north"<pdsj-north@ddc.nic.in>,"pdj-north"<pdj-
north@ddc.nic.in>,"pdj-northwest"<pdj-northwest@ddc.nic.in>,"djofficenorthwest"
<djofficenorthwest@gmail.com>,"pdj-southwest"<pdj-southwest@ddc.nic.in>,"pdj-
southwest"<pdj-southwest.ddc@nic.in>,"pdjpsoffice-radc"<pdjpsoffice-
radc@delhi.gov.in>,"pdj-racc"<pdj-racc@ddc.nic.in>,"djhqsdcc"<djhqs-
ddc@delhi.gov.in>,"ADJ.Central"<adj01-central@ddc.nic.in>,"pomact02-central"
<pomact02-central@gov.in>,"ADJ Central"<adj04-central@ddc.nic.in>,"ADJ
Central"<adj06-central@ddc.nic.in>,"ADJ Central"<adj08-central@ddc.nic.in>,"ADJ
Central"<adj10-central@ddc.nic.in>,"ADJ Central"<adj11-
central@ddc.nic.in>,"District Judge-09 Central"<adj09-central@ddc.nic.in>,"ADJ
Central"<adj03-central@ddc.nic.in>,"District Judge-2 Central"<adj02-
central@ddc.nic.in>,"delhicentral.mact01"<delhicentral.mact01@delhi.gov.in>,"ADJ
Central"<adj05-central@ddc.nic.in>,"ADJ Central"<adj07-central@ddc.nic.in>,"ADJ
Central"<adj12-central@ddc.nic.in>,"District Judge Central"<dj13-
central@ddc.nic.in>,"DJ Commercial Central"<djcomm03-central@ddc.nic.in>,"DJ
Commercial Central"<djcomm04-central@ddc.nic.in>,"DJ Commercial Central"
<djcomm08-central@ddc.nic.in>,"DJ Commercial Central"<djcomm09-
central@ddc.nic.in>,"DJ Commercial Central"<djcomm11-central@ddc.nic.in>,"DJ
Commercial Central"<djcomm05-central@ddc.nic.in>,"DJ Commercial Central"
<djcomm10-central@ddc.nic.in>,"DJ Commercial Central"<djcomm12-
central@ddc.nic.in>,"DJ Commercial Central"<djcomm13-central@ddc.nic.in>,"DJ
Commercial Central"<djcomm02-central@ddc.nic.in>,"DJ Commercial Central"
<djcomm01-central@ddc.nic.in>,"DJ Commercial Central"<djcomm06-
central@ddc.nic.in>,"DJ Commercial Central"<djcomm07-central@ddc.nic.in>,"ASJ
Central"<asj01-central@ddc.nic.in>,"ASJ Central"<asj04-central@ddc.nic.in>,"ASJ
Central"<asj05-central@ddc.nic.in>,"ASJ Electricity Central"<asj01electric-
ct@ddc.nic.in>,"spjudge02ndps-ct"<spjudge02ndps-ct@ddc.nic.in>,"ASJ Central"
<asj02-central@ddc.nic.in>,"ASJ FTSC POCSO Central"<asjftscpocso2-
ct@ddc.nic.in>,"ndpscourt01central"<ndpscourt01central@gmail.com>,"ASJ FTSC
RC Central"<asjftscrc-ct@ddc.nic.in>,"ASJ FTSC POCSO Central"<asjftscpocso1-
ct@ddc.nic.in>,"ASJ Central"<asj03-central@ddc.nic.in>,"ASJ FTC Central"
<asjftc01-central@ddc.nic.in>,"ASJ FTC Central"<asjftc02-
central@ddc.nic.in>,"ASJ SC POCSO Central"<asjscpocso-ct@ddc.nic.in>,"ASJ
SCRC Central"<asjscrc-central@ddc.nic.in>,"ASJ SFTC Central"<asjsplftc02-
ct@ddc.nic.in>,"Hitesh Kumar"<delhimediationcentre@nic.in>,"CMM Central"
<cmm-central@ddc.nic.in>,"ACMM Central"<acmm01-central@ddc.nic.in>,"ACMM
Central"<acmm02-central@ddc.nic.in>,"ACMM SPL.ACT Central"<acmmsplact-

3626
24/08/26
NIC (Judicial Branch)
r-2 85575946
24/08/2026

THROUGH SPECIAL MESSENGER
CONFIDENTIAL

HIGH COURT OF DELHI: NEW DELHI
(VIGILANCE-I BRANCH)

No. 3rd/Vig.I/Comp./V-1/DHC/399&400/2026

Dated: 11.8.2026

From

The Registrar General,
Delhi High Court,
New Delhi

To

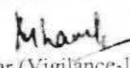
The Principal District & Sessions Judge (HQs.),
Central District,
Tis Hazari Courts,
Delhi.

Sub: Re-circulation of Practice Direction No.141/Rules/DHC dated 02.06.2025.

Sir,

I am directed to forward herewith a Practice Direction No.141/Rules/DHC dated 02.06.2025 issued by this Court for re-circulation amongst all the Officers of District Judiciary for strict compliance.

Yours truly,


Joint Registrar (Vigilance-I)
For Registrar General

Encl. as above

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs) : DELHI

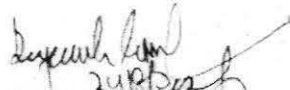
No. 66554-674/Rules/Gaz/2026

Dated 24 AUG 2026

Sub:- Re-circulation of Practice Direction No. 141/Rules/DHC, Dated 02.06.2025.

Copy along with its enclosures forwarded for information & strict compliance to:-

1. The Principal District & Sessions Judge, all court complexes, Delhi/New Delhi/Rouse Avenue.
2. All the Judicial Officers of DHJS & DJS (Central), Tis Hazari Courts, Delhi.
3. The AO(J)/Branch In-Charge, E-Sewa & Suvidha Kendra, Filing Section, General Branch, (Central), Library, Tis Hazari Courts, Delhi.
4. The office of CJM (Central), Tis Hazari Courts, Delhi.
5. The PS/Reader to Ld. Principal District & Sessions Judge (HQs), Delhi.
6. The Website Committee (Hindi/English) Tis Hazari Courts, Delhi (for uploading).
7. The R & I Branch (Central) for uploading on Layers.


(RAJESH KUMAR GOEL)

District Judge (Commercial Court-02)
Officer In-Charge Judicial Branch, Central
For Principal District & Sessions Judge (HQs)
Delhi

HIGH COURT OF DELHI AT NEW DELHI

No. 141/Rules/DHC

Dated:02.06.2025

PRACTICE DIRECTION

Hon'ble the Chief Justice, on the recommendations of 'Rules Committee under section 123 of the CPC which also look into Delhi High Court (Original Side) Rules, 2018 and Ancillary Matters' has been pleased to issue following Practice Direction for information and compliance by all concerned:-

"Whenever records in the custody of superior Court are required by the District Courts, the presiding officer of the concerned court shall send a letter of request to the Head of Office of the Superior Court requesting for production of the records instead of sending summons."

The format of 'letter of request' is attached herewith.

This Practice Direction shall come into force with immediate effect.

By Order

Sd/-
(ARUN BHARDWAJ)
REGISTRAR GENERAL#

From: _____

To: The Head of Office

Subject:- Letter of Request for production of Records in Case No. _____
 Titled _____

Whereas the aforesaid matter is pending in this Court and is now listed on.... for the purpose of....

And whereas it has been represented to the said Court that it is necessary for the purposes of justice and for the due determination of the matters in dispute between the parties that the records as mentioned in the Annexure be produced before this Court.

And whereas the said records are in the custody of the Hon'ble..... Court.

I have the honour to request, and do hereby request that for the reasons aforesaid and for the assistance of this Court, you as the Head of the Office may kindly direct the concerned official to bring or send to this court the record as per the Annexure.

Given under my hand and the seal of the Court, this _____

Seal of the Court

(Signature of the Presiding Officer)