

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE**  
**(SOUTH-WEST): DWARKA COURTS, NEW DELHI**

**CIRCULAR**

We are pleased to announce that South-West District, Dwarka Courts, New Delhi has launched first phase of Copying Agency software for processing applications for certified copies w.e.f. 23.11.2022.

All the concerned applicants shall now receive SMS alerts on their mobiles at different stages of processing of certified copies such as (i) at the time of applying for certified copy, (ii) pointing out of objection, if any, (iii) status of preparation of certified copy (iv) re-scheduling of the delivery date of certified copy, if any and (v) exact date of delivery.

These alerts shall help the applicants to know about the real-time status of their applications and shall ensure smooth and quick delivery as well.

The next phase of said software shall have advanced and public-centric features for the convenience of all concerned stakeholders including Ld. Advocates and litigants.

-Sd/-

**(MANOJ JAIN)**

Principal District & Sessions Judge  
South-West District, Dwarka Courts, New Delhi

**No. 31606-613/PD&SJ/MJ/2022**

**Date: 25.11.2022**

**Copy forwarded for information and necessary action to :-**

1. The Ld. Chairman, Centralized Computer Committee, Tis Hazari Courts, Delhi.
2. The Ld. Officer Incharge, Copying Agency, Dwarka Courts, New Delhi.
3. The Ld. Officer Incharge, Computer Branch, Dwarka Courts, New Delhi.
4. The President, Dwarka Courts Bar Association, Dwarka Courts, New Delhi with the request to bring the contents of the circular to the notice of all DCBA Members.
5. PS to the undersigned.
6. Branch Incharge, Care Taking Branch, South-West District, Dwarka Courts, with the directions to affix the same on Notice Board.
7. Website of South-West District, Dwarka Courts, New Delhi.

-Sd/-

Principal District & Sessions Judge  
South-West District, Dwarka Courts, New Delhi