

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

**CIRCULAR**

**Sub: Change of Case Type & Deletion of wrong entries in CIS Software.**

Time and again directions have been issued to the concerned officials regarding mentioning the exact "Case Type" at the time of filing and registration of the cases so that proper case type wise report may be generated and downloaded.

All the officials of Facilitation Centre, Dwarka Courts (SW) and Ahlmads/Asst. Ahlmads are hereby once again directed to be vigilant, while mentioning the "Case Type" at the time of filing and registration of the cases, in CIS, so that a proper report may be generated.

  
**(BRIJESH SETHI)**  
DISTRICT & SESSIONS JUDGE (SW)  
DWARKA COURTS, NEW DELHI

No. <sup>173878</sup> 17342-17388 / Comp. / Dwk. / 2017

Dated: 15/7/17

**Copy to:-**

1. All the Judicial Officers posted at Dwarka Courts (SW) with request to direct their staff for making necessary entries.
2. PS to Ld. District & Sessions Judge (SW).
3. Sr. A.O(J)/A.O, Dwarka Courts (SW).
4. Branch In-charge, Facilitation Centre, Dwarka Courts (SW).
4. Guard file.

  
**(S.K. SIKKA)**

Administrative Officer (J)

Computer Branch, Dwarka Courts

*Seen & Be uploaded on website*

*Ld. OIC (Computer Br)*  
*17/7/17*