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

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**CIRCULAR**

It is being noticed that staff members often send applications seeking permission to visit abroad without any exigency which causes disruption in the smooth functioning of the court/office work.

Therefore, in order to ensure smooth functioning of the court/office work, all the staff members are directed to move such application for grant of permission to visit abroad only during Summer Vacations, Winter Vacations, Public Holidays and in case of any exigency only.

No such application for grant of permission to visit abroad except on the basis of aforesaid conditions shall be entertained by this office henceforth.

Talwant Singh
**(TALWANT SINGH)**
District & Sessions Judge (HQs)
Tis Hazari Courts
Delhi.

No. /Admn.II/Cir./2018 49266-50066 Dated, Delhi the 04/08/2018

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

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi with the request for circulation of the same amongst the staff of this office working under their Control.

2. All the Ld. District & Sessions Judges of all District Courts, Delhi/New Delhi.

3. All the Ld. Judicial Officer of all District Courts, Delhi/New Delhi with the request to intimate the staff working under their control.

4. All the Sr. Administrative Officers/Administrative Officers/Branch Incharges at all District Courts, Delhi/New Delhi, with the direction to intimate the staff working under their control.

5. Administration, Vigilance Branches and Leave Section of all District Courts, Delhi/New Delhi.

6. Noting Board of all District Courts, Delhi/New Delhi.

7. Dealing Officials, Personal Files, Admn.I, Admn.II, Admn.III, Tis Hazari Courts, Delhi.

8. Hindi Section, Tis Hazari Courts, Delhi.

9. The Secretary, Delhi State Legal Service Committee, Tis Hazari Courts, KKD Courts, Rohini Courts, Dwarka Courts, Patiala House Court & Saket Courts, Delhi/New Delhi with the request to intimate the staff of this office under their kind control.

10. The Secretary, Delhi High Court Legal Service Committee, DHC, New Delhi.

11. The Director, Delhi Judicial Academy, Dwarka, New Delhi with the request to intimate the staff of this office in diverted capacity under their kind control.

12. Office of the Principal Judge (HQs), Family Court, Dwarka, New Delhi with the request to intimate the staff of this office in diverted capacity under their kind control.

13. Website Committtee, Tis Hazari Courts, Delhi.

14. Layers Seat, Tis Hazari Courts, Delhi.

15. A.O. (J)/Br. Incharge, Computer Branch of all the District Courts, Delhi/New Delhi with the direction to upload the circular on the Internet (Internal Website) of respective court complex under heading "Circular". DWK

Talwant Singh
District & Sessions Judge (HQs):
Tis Hazari Courts:
Delhi.

Seen: Be noted to
All Staff & be uploaded on website

Ld. O.I.C (Comp. Br.)