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24/3/23

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

10276-456

Ref. No. \_\_\_\_\_/CIS/Delay Reason/Comp./2023

Dated: 23 MAR 2023

CIRCULAR

To

All the Judicial Officers,  
Central & West District

Sir/Madam,

This is in compliance to the directions of Hon'ble E-Committee, Supreme Court of India for making complete data entry of Acts/Sections in each and every case and to complete the "Reasons for delay" in all cases pending more than two years.

Considering the aforesaid directions, you are requested to direct the concerned staff official posted in your court to effectively use the "Delay Management Module" in NC CIS 3.2 and to ensure that reasons for delay is mentioned in each and every case, which is more than two years and complete the data entry of Plaintiff/Defendant/Respondent/Accused and Acts/Sections till 01.04.2023 and to submit the compliance report through email at [computerbranchthc-hq@delhi.gov.in](mailto:computerbranchthc-hq@delhi.gov.in).

This issue with prior approval of Ld. Principal District & Sessions Judge (HQs) and Ld. Principal District & Sessions Judge (West).

(Pawan Kumar Jain)  
Delhi Higher Judicial Service  
Chairman, Centralized Computer Committee  
Tis Hazari Courts Complex, Delhi

Ref. No. 10276-456 \_\_\_\_\_/CIS/Delay Reason/Comp./2023

Dated: 23 MAR 2023

Copy forwarded for information and necessary action to:

1. Ld. Principal District & Sessions Judge, (District-East/North-East/Shahdara, New Delhi/South West/North West/North/South/South East and Rouse Avenue Court Complex) with a request to circulate the information/directions to all concerned posted within the respective district/complex.
2. Ld. Central Project Coordinator, Hon'ble High Court of Delhi, New Delhi.
3. Dealing official, Website Committee/LAYERS (R&I Branch-Central & West District), Tis Hazari Courts Complex to upload the circular on the official website/LAYERS software.
4. PS to the Ld. Principal District & Sessions Judge (HQs) with request to place the same before Ld. Principal District & Sessions Judge (HQs).
5. PS to the Ld. Principal District & Sessions Judge (West) with request to place the same before Ld. Principal District & Sessions Judge (West).
6. PS to the undersigned.

(Pawan Kumar Jain)  
Delhi Higher Judicial Service  
Chairman, Centralized Computer Committee  
Tis Hazari Courts Complex, Delhi

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

No. 7240-7314 \_\_\_\_\_/Circular/Delay Mgmt./CIS/2023

Dated: 27/3/23

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

1. All the Ld. Judges posted in South-West District are requested to direct the concerned staff officials to effectively use the "Delay Management Module" on CIS software and to ensure that reasons for delay is mentioned in each and every case, which is more than two years and complete the data entry of Plaintiff/Defendant/Respondent/Accused and Acts/Sections till 01.04.2023 and submit the compliance report to Computer Branch, Dwarka Courts, New Delhi through eMail at [compbrsw.ddc@gov.in](mailto:compbrsw.ddc@gov.in) on or before 01.04.2023.
2. P.S. to the Ld. Principal District & Sessions Judge (SW), Dwarka Courts, New Delhi.
3. DSA/SA (Computer Branch) to upload the Circular on office Website.

(SUSHIL KUMAR)  
ASJ (FTSC)/Officer In-Charge (Computers)  
Dwarka District Courts, Delhi.