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OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
SOUTH WEST DISTRICT DWARKA COURT COMPLEX, NEW DELHI.

No. 20763-20853 **/Dig Cell/South West/Dwarka/2025** **Delhi,Dated** 03.06.25

To,

All the Ld Judicial Officers,
South-West District,
Dwarka Courts, New Delhi.

Ref: Letter no. 126230-311/DJ-1/SJ/FC/Bail/2009 dated 18/11/2009.

Subject: Monthly Reports of Digitized LCRs/TCRs for onward transmission to Hon'ble High Court of Delhi, New Delhi.

Sir/Madam,

As directed by the Hon'ble High Court of Delhi, New Delhi, vide letter no. 126230-311/DJ-1/FC/Bail/2009 dated 18/11/2009, monthly reports about the transmission of Lower Court Records (LCRs) and Trial Court Records (TCRs) are to be sent each month to the Hon'ble High Court of Delhi, New Delhi.

It has been noticed that while many courts are regularly sending digitized records, the monthly reports still mention "Nil" (no transmission). This is happening because some courts are still following old instructions and reporting only physical records, which are no longer being sent. This causes confusion and inaccurate reporting.

Therefore, all the Ld Judicial Officers are kindly requested to send correct monthly reports with the following details :

1. Number of LCR/TCR sent in soft copy during the month:
2. Number of LCR/TCR sent in hard copy during the month:
3. Number of LCR/TCR sent in both formats during the month.

These reports should be emailed to **digicellsw.ddc@ddc.nic.in** starting from the month of April 2025, for forwarding to the Hon'ble High Court of Delhi, New Delhi.

This issues with the prior approval of Ld Principal District & Sessions Judge, South-West District, Dwarka Courts, New Delhi.

Yours sincerely,

(TARUN YOGESH)
PO MACT-01/ Officer Incharge,
Digitization Cell, Dwarka Courts, New Delhi.

Copy forwarded for information & necessary action to :-

1. The Worthy Registrar General, High Court of Delhi, New Delhi (through e-mail).
2. Office of the Secretariat of the Ld Principal District & Sessions Judge (SW), Dwarka Courts, New Delhi.
3. The Computer Branch, Dwarka Courts (for uploading this order on the official website of Dwarka Courts).
4. The In-charge, R & I Branch, Dwarka Courts, New Delhi (for uploading on Layers).

(TARUN YOGESH)
PO MACT-01/ Officer Incharge,
Digitization Cell, Dwarka Courts, New Delhi.