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

CIRCULAR

This is in continuation to this office earlier circular issued vide no. 7436-7570/Comp./2022 dated 28.02.2022 issued in terms of directions contained in order dated 20.01.2022 of Hon'ble Division Bench, High Court of Delhi passed in W.P. (C) 2018/2021 titled as Mr. Anil Kumar Hajelay & Ors. Vs. Hon'ble High Court of Delhi that **"we expect all Judicial Officers of District & Sessions Courts and Tribunals to follow the orders with regard to holding of virtual and hybrid Courts both in letter and spirit. All Courts should keep their web links open on every working day from the start of the court functioning, which is 10:00 AM till then Court holds its sitting, so that any counsel/party wishing to join virtually is able to join the proceedings even without any prior intimation".** It is also to inform you that upon a random check of the static VC links of the courts, it has been noticed that above directions are not being compliance in its letter and spirit.

Considering the above, all Judicial Officers are once again directed to adhere to the following guidelines:

1. CISCO Webex Licenses shall be used exclusively for the respective court proceedings and/or administrative work during office hours and for extended administrative work until 08:00 PM. Usage beyond these hours will be permitted only in unavoidable circumstances and subject to the written permission of the concerned Ld. Presiding Officer.
2. The Reader of the respective court and the In-charge of the respective Branch shall not share the password with anyone (except the Ld. Presiding Officers, staff officials, Chairperson/Members of the Committee, or any other nominated persons) and shall be personally responsible for any unauthorized use of the license/ID.
3. The Reader of each court shall keep the video conferencing link open during the court sitting hours.
4. All Judicial Officers and concerned staff officials shall ensure that the video camera of the Ld. Presiding Officer of the court remains switched ON during virtual court sessions.
5. The proceedings/sessions held via CISCO Webex Video Conferencing shall not be recorded, except with the permission of the concerned Ld. Presiding Officer/Chairperson of the Committee.
6. The case hearing status of court and information pertaining to the leave/non-availability of the Ld. Presiding Officer be displayed during the VC accordingly.

The above directions may be complied with in letter and spirit.

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

(Sunil Kumar Sharma)
District Judge/Chairman (IT & Digitization/CCC)
Delhi District Courts

Ref. No. 12524-12739 /CISCO-VC/Comp./2025 Dated 09 APR 2025

Copy forwarded for information, necessary action and compliance to:

1. Ld. Principal District & Sessions Judge, District- East/New Delhi/South-West/North-West/South/North-East/South-East/Shahdara/North and Rouse Avenue Court Complex with a request to circulate the above directions amongst all the Judicial Officers and Branch In-charges posted in the respective district/complex for compliance.
2. Worthy Registrar General, Hon'ble High Court of Delhi, New Delhi.
3. All Judicial Officers posted in Central & West District, Tis Hazari Courts Complex, Delhi for information and compliance of the directions.
4. The Officer In-charge (Computers), Tis Hazari/Karkardooma/Saket/Dwarka/Patiala House/Rouse Avenue and Rohini Courts Complex, Delhi/New Delhi.
5. Dealing Official Website Committee for uploading.
6. LAYERS Seat for uploading on LAYERS.
7. PS to the Ld. Principal District & Sessions Judge (HQs) with request to place the same before Ld. Principal District & Sessions Judge (HQs).
8. PS to the Ld. Principal District & Sessions Judge (West) with request to place the same before Ld. Principal District & Sessions Judge (West).
9. PS to undersigned.

(Sunil Kumar Sharma)
District Judge/Chairman (IT & Digitization/CCC)
Delhi District Courts