CB - 1240
14/9/22

1275

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs)**
**TIS HAZARI COURTS, DELHI**

## CIRCULAR

**Sub : Regarding lying of Almirahs in the corridors/galleries of Main court Building, Court Building Annexe-I & Annexe-II at Tis Hazari Court complex.**

During the inspection conducted by the Ld. Principal District & Sessions Judge (HQs.) alongwith undersigned, Incharge, Caretaking Branch (Central) and other officials on 17-08-2022, it has been noticed that many almirahs are kept in the corridors/outside the court room by the Ahlmad/Staff which has congested the said corridor/galleries. Further, it has been noticed that the lawyers/litigants/public waiting outside the court room are not able to stand/sit therein comfortably due to aforesaid congestion.

During inspection, it has also been noticed that many almirahs lying in the corridors as well as inside the court rooms are still in the possession of the Naib Courts for storing their police files due to which the Ahlmads are facing inconvenience in keeping their Judicial Records inside the court rooms due to unavailability of sufficient space therein. Further, it has also been noticed that many almirahs lying in the corridors contain the decided files/disposed-off files of previous Ahlmad's tenure of some court and said almirahs have not been shifted from therein despite change of court rooms.

In view of above, all the Ld. Judicial Officers posted at Tis Hazari Courts are requested to direct their Naib Courts posted in the courts at Tis Hazari Courts to vacate all such almirahs which are under their possession and handover the same to the Care Taking Branch, Central District, THC on immediate basis as well as to ask their concerned staff/Ahlmads to shift back the almirahs containing records of their court from the corridor to their respective court rooms. Further, all the present as well as earlier court staff posted at Tis Hazari Courts are directed to either shift the disposed-off/decided files to the new court room allotted during change of court rooms or to consign the said decided files within a week of issuance of Circular. As per the direction of Ld. Principal District & Sessions Judge (HQs.), all the said unclaimed Almirahs will be removed from the aforesaid corridors/galleries after lapse of aforesaid allotted time.

Further, surprise inspections to check the proper usability of Almirahs will be conducted thereafter and in case it has been noticed that the Ahlmad/Staff has not complied with the aforesaid directions, strict disciplinary actions will be initiated against the defaulter.

12/9/22

( Mridul Gupta )
Administrative Civil Judge,
Central District
Tis Hazari Courts, Delhi

No. 34145-395 /CTB(C)/THC/2022

Dated : 12 SEP 2022

Copy to :-

1. The PS to the Ld. Principal District & Sessions Judge (HQs.), Delhi for information.
2. All the Ld. Principal District & Sessions Judge, Delhi/New Delhi including Rouse Avenue Court Complex with the request to get the Circular noted from the officials working under their control. (Shahdra) Admn Br
3. All the Ld. Principal Judges, Family Courts, Delhi/New Delhi with the request to circulate the directions to the officials of this establishment working under their control in diverted capacity. (w DIC/Admn Br)
4. All the Ld. Judicial Officers, Central & West District, Tis Hazari Courts for circulation of the same amongst the employees working under their control.
5. The Office of Delhi Legal Service Authority, West (THC), New Delhi (PHC), East, North-East & Shahadra (KKD), South and South-East (Saket), North & North-|West & Outer (Rohini) and South-West (Dwarka) with the request that these instructions may kindly be brought into the notice of the staff posted in their office on diverted capacity. (PDJSS/SHD 13/9/22)
6. The Office of Delhi Judicial Academy, Dwarka to circulate the directions to the officials of this establishment working under their control in diverted capacity.
7. All the Sr. A.O(Judl.)/AO(Judl.)/Branch Incharges posted at Tis Hazari Courts, Delhi to get the aforesaid circular noted from the staff working in their Branches.
8. The Director, Directorate of Prosecution, Govt. of NCT of Delhi with the request to direct the Naib Courts posted in the courts at Tis Hazari Courts to vacate all such almirahs which are under their possession and handover the same to the Care Taking Branch, Central District, Tis Hazari Courts on immediate basis.
9. The Web-site Committee, Tis Hazari Courts, Delhi to upload the same on the official web-site.
10. The R & I Branch, Central, THC, Delhi for uploading on LAYERS.

bkpd

Be circulated

Admn/SHD 14/9/22

Administrative Civil Judge,
Central District
Tis Hazari Courts, Delhi