

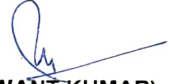
OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,  
SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI.

CIRCULAR

**Sub: Daily Attendance Sheets .**

In order to ensure regularity and punctuality, all the Readers/Sr.A.O.(J)/A.O.(J)/Branch In-charges of Shahdara District, are hereby directed to send the attendance sheets of all the staff members posted in the respective Court/Branch to the Leave Section, Shahdara, daily by 10:10A.M. in the morning and 05:05 P.M. in the evening.

Non-compliance of the above directions shall be viewed seriously.



**(YASHWANT KUMAR)**

Principal District & Sessions Judge,  
Shahdara District, Karkardooma Courts, Delhi.

No. 9581-87 /Admn.(Leave)/Shd./KKD/Delhi/2021

Dated: 16-12-2021

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

1. The Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
2. All the Judicial Officers posted in Shahdara District, Karkardooma Courts, Delhi, with the request to convey the same to the Officials under their kind control.
3. The Administrative Officer (Judl.), Administration Branch, Shahdara District, Karkardooma Courts, Delhi.
4. All Sr. A.O. (J)/A.O. (Judl.)/Branch In-charges, Shahdara District, Karkardooma Courts, Delhi, with the request to convey the same to the concerned Officials under their control.
5. PS to the undersigned.
6. The Website Committee, Tis Hazari/Karkardooma Courts, Delhi.
7. Dealing Assistant, R&I Branch, Shahdara, for uploading on LAYERS.



Principal District & Sessions Judge,  
Shahdara District, Karkardooma Courts, Delhi.