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

**OFFICE ORDER**

In continuation of earlier office order bearing no 260-270/Admn./PD&SJ/ SHD/2022, dated 15.01.2022, all the Presiding Officers of the Shahdara District are advised to direct the staff members working under their control to attend the court physically as per requirement (but not less than 50%) to ensure smooth functioning of the Courts w.e.f 14.02.2022 to 28.02.2022. Further, the Presiding Officers are also requested to direct their respective court staff to attend the office on regular basis w.e.f. 02.03.2022.

The Ld. Principal District & Sessions Judge, Shahdara District, has directed that all the Officers (non-Judicial) / Officials posted in Branches of Shahdara District, Karkardooma Courts, Delhi, shall attend the office on regular basis on all working days w.e.f. 14.02.2022, to ensure smooth functioning of the office. Further, the sending of attendance sheets to Leave Section shall be resumed w.e.f. 02.03.2022.

It is further directed that all the Officers (non-Judicial) / Officials shall follow all the Covid-19 protocols, guidelines, directions etc., issued by the Govt. of India, Govt. of NCT of Delhi and Court Administration from time to time. They are also advised to get themselves vaccinated at the earliest.

Non-compliance of the above directions shall be viewed seriously and erring official would be liable for appropriate action.

This order has been issued with the prior approval of Ld. Principal District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi.

**Sd/-**
**(SUKHVINDER KAUR)**
Officer-in-Charge, Administration Branch,
Shahdara District, Karkardooma Courts, Delhi.

**No. 757- 67 /Admn./PD&SJ/SHD/KKD/2022** **Dated 12.02.2022**

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

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. The Principal District & Sessions Judge (East), Karkardooma Courts, Delhi.
4. All the Judicial Officers posted at Shahdara District, Karkardooma Courts, Delhi with request to bring the above directions in the notice of staff under their kind control for necessary compliance.
5. The Secretary DLSA, Shahdara District, Karkardooma Courts, Delhi.
6. The Administrative Officer (Judl.)/Branch In-charge(s) of all the Branches of Shahdara District Karkardooma Courts, Delhi with request to bring the above directions in the notice of staff under their kind control for necessary compliance.
7. The Administrative Officer (Judl.)/In-charge, Care Taking Branch, Shahdara District, Karkardooma Courts, Delhi.
8. PS to the Ld. Principal District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi.
9. Website Committee, Tis Hazari Courts/Karkardooma Courts, Delhi for uploading the same on website.
10. The Dealing Assistant, Leave Section, Shahdara District, Karkardooma Courts, Delhi.
11. Dealing Assistant, R&I for uploading on LAYERS.

**Sd/-**
Officer-in-Charge, Administration Branch,
Shahdara District, Karkardooma Courts, Delhi.