MOST URGENT/ OUT AT ONCE

OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE: EAST DISTRICT
KARKARDOOMA COURTS, DELHI

CIRCULAR

I am directed by the Principal District & Sessions Judge, East District, Karkardooma Courts, Delhi to inform you that a **"Sensitization Programme"** to make the Community aware about the Disaster preparedness is being organized for court staff from **03.07.2023 to 07.07.2023 at 3rd Floor, A-Block (Near E-Court), Karkardooma Courts, Delhi from 4.00 pm. to 5.30 pm.**

All the staff members as per the scheduled at **"Annexure A"** are hereby directed to attend the programme positively.

Mayank

(Mayank Mittal)
ACJ-cum-CCJ-ARC: East District
Karkardooma Courts, Delhi.

No. 5988-6001 /Pr. D&SJ/East/KKD/Delhi Dated 11/7/2023

Copy forwarded for information & necessary action to:

1. The Registrar General, High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (East), Karkardooma Courts, Delhi.
3. The Principal District & Sessions Judge (Shahdara), Karkardooma Courts, Delhi.
4. The Principal District & Sessions Judge (North East), Karkardooma Courts, Delhi.
5. Dr. Tarun Sahrawat, PO:MACT/Chairperson of Disaster Management Committee, Karkardooma Courts Complex, Delhi.
6. The Officer In-charge, General Branch, East District, Karkardooma Courts, Delhi.
7. The Officer In-charge, Care Taking Branch, East District, Karkardooma Courts, Delhi.
8. The Administrative Civil Judge, East, Shahdara and North-East Districts, Karkardooma Courts, Delhi.
9. The Branch Incharge, Administration Branch, Shahdara and North East District with the direction to circulate the same amongst all the staff members posted in their respective District and to ensure the presence of the staff promply.
10. The In-charge, Police Post, Karkardooma Courts, Delhi.
11. The website Committee, Karkardooma Courts, Delhi.
12. Notice Boards.
13. Concerned file.

Mayank

ACJ-cum-CCJ-ARC: East District
Karkardooma Courts, Delhi.

ANNEXURE A

S. No.	Date	Staff members
1	03/07/2023	All the Branch Incharges/Readers posted in East District, Shahdara District, North East District and Family Courts/Administration Branch, East, North East & Shahdara District.
2	04/07/2023	All Sr. PA/PA posted in East District, Shahdara District, North East District and Family Courts.
3	05/07/2023	All Ahlmads and Process Servers posted in East District, Shahdara District, North East District and Family Courts.
4	06/07/2023	All Asst. Ahlmads, posted in East District, Shahdara District, North East District and Family Courts. All the staff posted at Account Branch (All Districts) and Copying Agency Branch.
5	07/07/2023	Orderlies/Peons posted in East District, Shahdara District, North East District/Staff of all other Branches, Family Courts and DLSA.