164/ Morning / CR

dt 6/2/2024

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

**ORDER**

Consequent upon the Orders no. 50/D3/Gaz-IA/DHC/2023 and 49/DHC/Gaz/G-7/VI.E2(a)/2023 dated 14.12.2023 of Hon'ble High Court of Delhi, New Delhi with regard to postings/transfers of the Officers of Delhi Higher Judicial Service & Delhi Judicial Service, respectively and in partial modification of the earlier Order no. 10492-510/Judl/SHD/KKD/2023 dated 23.11.2023 of this Office, the following Judicial Officers and official in addition their regular duties are hereby designated as Officer-Incharge of the Branches in Shahdara District, Karkardooma Courts, Delhi as mentioned against their names with immediate effect:

| S.No. | Name of the Officer Incharge | Name of the Branch | Name of the Link Officer Incharge |
|---|---|---|---|
| 1 | Sh. S. S. Rathi, DJ, Commercial Court-03 | Administration Branch I | Sh. Ramesh Kumar-II, ADJ-01 |
| | | Administration Branch II | |
| | | Administration Branch III | |
| 2 | Sh. Brijesh Kumar Garg, District Judge, Commercial Court-01 | Litigation Branch | Sh. Kumar Rajat, ASJ-07 |
| | | To allow the service of summons | Sh. Nipun Awasthi, ASJ-06 POCSO |
| 3 | Sh. Reetesh Singh, DJ, Commercial Court-04 | Judicial Branch | Sh. Devender Kumar, Judge, Family Court-01 |
| | | Leave Sanctioning Authority of Judicial Officers | Sh. Arvind Bansal, ASJ-05 |
| 4 | Ms. Kiran Bansal, District Judge, CC-02 | Vigilance Branch | Sh. Arvind Bansal, ASJ-05 |
| 5 | Ms. Shailender Malik, PO MACT-02 | General Branch | Ms. Surabhi Sharma Vats, ASJ-04 |
| 6 | Sh. Balwant Rai Bansal, Spl Judge NDPS | Bail & Filing Section | Sh. Dheeraj Mor ASJ-01 POCSO |
| 7 | Sh. Vineet Kumar, ASJ-02, E-Court | R&I Branch | Ms. Niti Phutela, ASJ SC (POCSO) |
| 8 | Dr. Tarun Sahrawat, PO MACT | Leave Sanctioning Authority for Staff | Sh. Mohammad Ehtesham, ADJ-03 |
| 9 | CMM, Shahdara District | CMM Office | ACMM, Shahdara District |
| 10 | ACJ-CCJ-ARC | 1. Nazarat Branch<br>2. Caretaking Branch | Sh. Aakash Mohan Singh, CJ-01 |
| 11 | Sh. Aridaman Singh Cheema, MM-03 | 1. Nodal Officer of Computers, | Ms. Aayushi Saxena, MM-05 |

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|---|---|---|---|
| | | Shahdara District<br>2. Website Nodal Officer<br>(For creation of E-mails/Ids of Judicial Officers and Website Committee, for the purpose of creations of Login Ids and to verify the credentials of the officials posted at Filing Counter of Shahdara District, KKD Courts, Delhi. | |
| 12 | Sh. Sonu Thakur, JJA posted in E-Sewa Kendra, Shahdara District, KKD Courts, Delhi (Mobile no. 9013490101) | Nodal Officer for the purpose of increase awareness among the public at large and to inform them about availability of resources to ensure accessibility to justice to accused persons with disabilities, | Sh. Om Narayan, J.A., posted in General Branch, Shahdara District, Karkardooma Courts, Delhi (Mobile no. 9953767123) |

**Notes:**

1. The Officer(s)-in-Charge shall be responsible for regularly supervising the work of the Branches (and connected Branches & Sections) under their control on daily basis, inter alia, whenever required by providing necessary guidance/directions to the Administrative Officer (Judl.) or Branch In-charge to take all necessary decisions, using proper discretion in matters of routine nature, keeping in mind the best interest of the institution and refer the matter to the District Judge, if in doubt and liaison, when required, with other Officer(s)-in-Charge and Committees.

2. The Branch In-Charge and all subordinate staff shall work under the control and supervision of the the concerned Officers In-Charge. They will be answerable and report, on daily basis, to the respective Officer(s)-in-Charge.

3. Each Branch/Cell shall have work allocated amongst the staff subject-wise, with arrangement for link Assistant (on account of absences of regular dealing hand), for which the OICs shall issue formal orders, in consultation with and under intimation to the undersigned.

**(RENU BHATNAGAR)**
Principal District & Sessions Judge
Shahdara District, KKD, Delhi

No 906-924/Judl./SHD./KKD/2024/ Delhi, Dated : 01/02/2024

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

1. The Registrar General, High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. The Principal District & Sessions Judge, East District, KKD Courts, Delhi.
4. The Concerned Judicial Officers.
5. All the Judicial Officers of Shahdara District, KKD, Delhi.
6. The Chairperson, VWDC, Karkardooma Courts, Delhi.
7. The OIC Computer Branch, General Branch, Care Taking Branch Karkardooma Courts, Delhi.
8. The Judge In-charge, Mediation Cell, Karkardooma courts, Delhi.
9. The Chief Metropolitan Magistrate, Shahdara District, KKD Courts, Delhi.
10. The Administrative Civil Judge, Shahdara District, KKD Courts, Delhi.
11. The H.O.O, Shahadara District, KKD Courts, Delhi.
12. The Secretary, DLSA, Shahdara District.
13. The Chief Public Prosecutor, Shadara District, Karkardooma Courts, Delhi.
14. The President/Hony. Secretary, Shahdara Bar Association, KKD Courts, Delhi.
15. The A.O. (Judl.)/Incharge, all Branches Shahdara District, Karkardooma Courts, Delhi.
16. The A.O. (Judl.)/Incharge, Care Taking Branch, Bail, Filing Section, Shahdara District, Karkardooma Courts, Delhi
17. PS to the undersigned.
18. The Website Committee, Karkardooma Courts/Tis Hazari Courts, Delhi.
19. Dealing Assistant R&I, Shahdara to upload the same on LAYERS.

Principal District & Sessions Judge
Shahdara District, KKD, Delhi