

OFFICE OF THE DISTRICT & SESSIONS JUDGE (SOUTH)  
DISTRICT COURT COMPLEX, SAKET, NEW DELHI

ORDER NO. 70/2016

Dated: 23rd December, 2016

Pursuant to the transfer & posting of the Judicial Officers and in partial modification of the earlier orders on the subject, the following Committees for the District Court Complex Saket, New Delhi are hereby reconstituted:-

**I. E-TENDERING COMMITTEE**

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|---|---------------|
| 1. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)      | - Chairperson |
| 2. Ms. Aditi Choudhary, Addl. Sessions Judge (SFTC) (South)       | - Member      |
| 3. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                | - Member      |
| 4. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate, (South) | - Member      |
| 5. Mr. Samar Vishal, Administrative Civil Judge (South)           | - Member      |

**II. SAKET STUDY CIRCLE**

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|--|-----------------|
| 1. Ms. Vrinda Kumari, Spl. Judge (CBI) (South)             | - Nodal Officer |
| 2. Mr. Sushant Changotra, Metropolitan Magistrate, (South) | - Member        |
| 3. Mr. Dheeraj Mor, Metropolitan Magistrate (South-East)   | - Member        |

**III. BUILDING MAINTENANCE COMMITTEE (BMC)**

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|--|---------------|
| 1. Mr. Ajay Kumar Kuhar, Spl. Judge (NDPS) (South)                   | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)         | - Member      |
| 3. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                   | - Member      |
| 4. Mr. Balwant Rai Bansal, Addl. District Judge (South-East)         | - Member      |
| 5. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 6. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**SUB-COMMITTEES OF BUILDING MAINTENANCE COMMITTEE**

**(a.) HOUSEKEEPING (CLEANLINESS/SANITATION ETC.)**

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|--|---------------|
| 1. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)         | - Chairperson |
| 2. Mr. Ajay Pandey, Addl. District Judge (South)                     | - Member      |
| 3. Mr. Lalit Kumar, Addl. District Judge (South-East)                | - Member      |
| 4. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 5. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

**(b.) RESIDENTIAL COMPLEX (AT SAKET)**

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|--|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)                        | - Chairperson |
| 2. Mr. Manoj Kumar, Addl. Sessions Judge (South)                 | - Member      |
| 3. Mr. Sonu Agnihotri, Chief Metropolitan Magistrate (South)     | - Member      |
| 4. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South) | - Member      |

**(c.) SPACE ALLOTMENT**

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|--|---------------|
| 1. Mr. Ajay Kumar Kuhar, Spl. Judge (NDPS) (South)           | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East) | - Member      |
| 3. Ms. Aditi Choudhary, Addl. Sessions Judge (SFTC) (South)  | - Member      |
| 4. Mr. Pooran Chand, Addl. District Judge (South-East)       | - Member      |

**(d.) ENERGY CONSERVATION COMMITTEE**

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|--|---------------|
| 1. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                       | - Chairperson |
| 2. Ms. Chetna Singh, Metropolitan Magistrate (Mahila Court) (South-East) | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)                  | - Member      |
| 4. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East)     | - Member      |

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*Asha Menon*  
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(e.) COMMITTEE FOR SEMINAR HALL

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|--|---------------|
| 1. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                   | - Chairperson |
| 2. Mr. Anil Antil, Addl. District Judge (South-East)                 | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 4. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

(f.) COMMITTEE FOR CHILD/VULNERABLE WITNESS COURT ROOM

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|--|---------------|
| 1. Mr. Ajay Kumar Kuhar, Spl. Judge (NDPS) (South)                   | - Chairperson |
| 2. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                   | - Member      |
| 3. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 4. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |

IV. SECURITY COMMITTEE

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|---|---------------|
| 1. Mr. Ajay Kumar Kuhar, Spl. Judge (NDPS) (South)                    | - Chairperson |
| 2. Mr. Sanjiv Jain, Addl. Sessions Judge (SFTC) (South-East)          | - Member      |
| 3. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                    | - Member      |
| 4. Mr. Sonu Agnihotri, Chief Metropolitan Magistrate (South)          | - Member      |
| 5. Mr. Satish Kumar Arora, Chief Metropolitan Magistrate (South-East) | - Member      |

V. COMMITTEE FOR DISASTER MANAGEMENT

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|---|--------------------|
| 1. Ms. Aditi Choudhary, Addl. Sessions Judge (SFTC) (South)   | - Chairperson      |
| 2. Mr. Ajay Pandey, Addl. District Judge (South)              | - Member           |
| 3. Mr. Lokesh Kumar Sharma, Addl. Sessions Judge (South-East) | - Member           |
| 4. Chief Metropolitan Magistrate (South)                      | -Ex-Officio Member |
| 5. Chief Metropolitan Magistrate (South-East)                 | -Ex-Officio Member |

VI. CONDEMNATION BOARD

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|---|---------------|
| 1. Mr. Ramesh Kumar, Spl. Judge (CBI) (South)         | - Chairperson |
| 2. Mr. Manoj Kumar, Addl. Sessions Judge (South)      | - Member      |
| 3. Mr. Lalit Kumar, Addl. District Judge (South-East) | - Member      |

VII. LIBRARY COMMITTEE

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|--|---------------|
| 1. Ms. Aditi Choudhary, Addl. Sessions Judge (SFTC)(South)       | - Chairperson |
| 2. Mr. Lalit Kumar, Addl. District Judge (South-East)            | - Member      |
| 3. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South) | - Member      |
| 4. Mr. Shriya Agrawal, Civil Judge (South-East)                  | - Member      |

VIII. DISTRICT COURT COMPUTER COMMITTEE

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|---|---------------|
| 1. Ms. Aditi Choudhary, Addl. Sessions Judge (SFTC) (South)   | - Chairperson |
| 2. Mr. Sandeep Yadav, Addl. Sessions Judge (South)<br>(Nodal Officer for Central Computer Committee)        | - Member      |
| 3. Mr. Sandeep Garg, Addl. Chief Metropolitan Magistrate (South)<br>(Nodal Officer for Saket Court Complex) | - Member      |
| 4. Mr. Pritam Singh, District System Administrator/JJA (South)  | - Member      |
| 5. Mr. Manoj Kumar, District System Administrator/JJA (South-East)  | - Member      |

IX. COMMITTEE FOR DIGITIZATION OF COURT RECORDS

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|---|---------------|
| 1. Ms. Madhu Jain, PO (MACT) (South-East)             | - Chairperson |
| 2. Mr. Sandeep Yadav, Addl. Sessions Judge (South)    | - Member      |
| 3. Mr. Lalit Kumar, Addl. District Judge (South-East) | - Member      |
| 4. Mr. Pritam Singh, Addl. District Judge (South)     | - Member      |

X. COMMITTEE FOR MANAGING DE-STRESS ROOM & MEDICAL UNIT

- |  |               |
|--|---------------|
| 1. Ms. Neelam Singh, Spl. Judge (Electricity)(South)         | - Chairperson |
| 2. Mr. Balwant Rai Bansal, Addl. District Judge (South-East) | - Member      |
| 3. Mr. Sushant Changotra, Metropolitan Magistrate, (South)   | - Member      |

*Aditi Choudhary*  
*23.12.16*

XI. HOSPITALITY & PROTOCOL COMMITTEE

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|--|---------------|
| 1. Mr. Ajay Kumar Kuhar, Spl. Judge (NDPS) (South)                   | - Chairperson |
| 2. Mr. Sandeep Yadav, Addl. Sessions Judge (South)                   | - Member      |
| 3. Ms. Pooja Talwar, JSCC-Addl. Sr. Civil Judge (South)              | - Member      |
| 4. Mr. Samar Vishal, Administrative Civil Judge (South)              | - Member      |
| 5. Mr. Harjyot Singh Bhalla, Administrative Civil Judge (South-East) | - Member      |
| 6. Mr. Shriya Agrawal, Civil Judge (South-East)                      | - Member      |

Notes:-

1. All the correspondence with the Hon'ble High Court shall be made only by the District & Sessions Judge (South).
2. All decisions taken by each Committee (not chaired by District & Sessions Judge herself) shall be subject to the approval of the District & Sessions Judge (South).
3. All the official communications to the District & Sessions Judges of other Districts or their Branches be addressed to the concerned Id. District & Sessions Judge and only under instructions of the undersigned.
4. Each of such Committees as mentioned in the preceding note shall submit monthly reports of the status of matters pertaining to it to the District & Sessions Judge (South) by the end of the first week of the following month.
5. Whenever required, the Chairperson of the Committee shall co-ordinate with the Chairperson(s) of other Committee(s), so that there is always a proper cohesion.
6. After the decision(s) of a Committee have been approved, consequential action, including issuance of all necessary communication(s)/order(s) and follow-up, shall be undertaken by the Officer In-charge, through the concerned Branch.

*Asha Menon*  
(Asha Menon) 23.12.16

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi

30387-30477

No. \_\_\_\_\_/AM/D&SJ(South)/Saket/ND/16

Dated:- 23/12/16

Copy to:-

1. The Registrar General, High Court of Delhi, New Delhi.
2. The District & Sessions Judge (Headquarters), Tis Hazari Courts Complex, Delhi.
3. The District & Sessions Judge (South-East), Saket Courts Complex, New Delhi.
4. All Officers of Delhi Higher Judicial Service & Delhi Judicial Service posted at Saket Courts Complex, New Delhi and the concerned officials.
5. All the concerned Officers.
6. ✓ The Nodal Officer, Website Saket Court Complex, New Delhi with a request to upload the same on the website i.e. [www.ecourts.gov.in/south](http://www.ecourts.gov.in/south) & [south-east delhi](http://www.ecourts.gov.in/south-east).
7. The Public Relation Officer, Saket-Court Complex, New Delhi.
8. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. at Saket Courts Complex, New Delhi.
9. Guard File.

*Asha Menon*  
(Asha Menon) 23.12.16

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi