OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE, SOUTH DISTRICT, SAKET COURTS COMPLEX, NEW DELHI

No. Judl-II/F.7/South/Saket/2025/ 56881 - 56901 **dated, New Delhi the** 16-12-25

OFFICE ORDER

The Hon'ble High Court of Delhi, vide communication no. 1465/Estt.-II/E.V./DHC dated 16.12.2025, has directed to prepare roster for the month of December, 2025 for the Officers of DHJS and DJS on alternate day basis ensuring that at least 50% of the strength of the officers shall daily attend the court in person and those officers, who are not attending office in person, shall work from home. In compliance of the aforesaid directions of the Hon'ble High Court of Delhi, the following Duty Roster of the Judges of South District (Saket Courts), for holding Courts through virtual hearings **for the month of December-2025** is issued:

ROSTER FOR HOLDING COURTS THROUGH VIRTUAL HEARING

S.No.	Name of the Judicial Officers	Designation	Date of Work from Home	Date of Physical Duty
1	Ms. Niti Phutela	ASJ (Special Fast Track Court)	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
2	Ms. Nabeela Wali	ASJ (SC-RC)	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
3	Sh. Samar Vishal	ASJ-02	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
4	Sh. Ravindra Kumar Pandey	ASJ-03	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
5	Sh. Purshotam Pathak	ASJ-05	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
6	Sh. Pawan Kumar	ASJ-06	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
7	Sh. Hargurvarinder Singh Jaggi	ASJ (FTC)-01	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
8	Ms. Shunali Gupta	ASJ (FTC)-02	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
9	Ms. Mona Tardi Kerketta	ASJ-01 (POCSO)	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
10	Ms. Manika	ASJ-04 (POCSO)	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
11	Sh. Ajay Garg	ASJ (FTSC)(POCSO)	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
12	Sh. Dinesh Kumar	ASJ (SC-POCSO)	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
13	Sh. Vivek Kr. Gulia	ASJ (Electricity)	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
14	Sh. Gaurav Gupta	Spl. Judge (NDPS)	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025

S.No.	Name of the Judicial Officers	Designation	Date of Work from Home	Date of Physical Duty
15	Ms. Anjani Mahajan	PO-MACT	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
16	Ms. Savita Rao	District Judge (Commercial Court)-01	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
17	Ms. Anuradha Shukla	District Judge (Commercial Court)-02	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
18	Sh. Sandeep Yadav	District Judge (Commercial Court)-03	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
19	Sh. Ajay Kumar Jain	District Judge (Commercial Court) (Digital)-04	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
20	Sh. Lokesh Kumar Sharma	District Judge (Commercial Court)-05	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
21	Ms. Ambika Singh	District Judge - 01	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
22	Sh. Arul Varma	District Judge - 02	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
23	Sh. Munish Bansal	District Judge - 03	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
24	Sh. Abhitosh Pratap Singh Rathore	District Judge - 04	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
25	Sh. Pooran Chand	District Judge - 05	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
26	Sh. Sunil Beniwal	District Judge - 06	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
27	Ms. Neha Priya	SCJ-cum-RC	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
28	Ms. Shilpi Singh	ACJ/CCJ/ARC	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
29	Sh. Vipul Sandwar	JSCC/ASCJ/GJ	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
30	Sh. Ankit Mittal	CJ-01	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
31	Sh. Yashdeep Chahal	CJ-02	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
32	Ms. Niharika Kumar Sharma	CJM	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
33	Ms. Medha Arya	ACJM	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025

S.No.	Name of the Judicial Officers	Designation	Date of Work from Home	Date of Physical Duty
34	Sh. Ashish Kumar Meena	JMFC-01	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
35	Sh. Bhanu Pratap Singh	JMFC-02	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
36	Ms. Nidhi Singh	JMFC-03	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
37	Sh. Chatinder Singh	JMFC-04	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
38	Ms. Nirmala Singh	JMFC-05	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
39	Sh. Sukhjeet Singh	JMFC-06	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
40	Ms. Shikha Chahal	JMFC (Mahila Court)-01	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
41	Ms. Chhaya Tyagi	JMFC (Mahila Court)-02	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
42	Ms. Neetika Kapoor	JMFC (Mahila Court)-03	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
43	Ms. Chakita Srivastava	JMFC (Mahila Court)-04	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
44	Ms. Radha Kulshreshtha	JMFC (N.I. Act)-01	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
45	Ms. Ariba Khan	JMFC (N.I. Act)-02	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
46	Ms. Ankita Bhatia	JMFC (N.I. Act)-03	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
47	Sh. Shiva Parashar	JMFC (N.I. Act)-04	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
48	Sh. Nitin Shah	JMFC (N.I. Act)-05	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
49	Ms. Archita Garg	JMFC (N.I. Act)-06	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
50	Ms. Jayanti Chander	JMFC (N.I. Act)-07	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
51	Sh. Akshay Sharma	JMFC (N.I. Act)-08	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
52	Sh. Sidhant Krishan Singh	JMFC (N. I. Act)-09	17th , 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
53	Ms. Pooja Kumari	JMFC (N. I. Act)-10	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025
54	Ms. Anshul Agnihotri	JMFC (N. I. Act)-11	18th, 20th, 23rd & 26th December, 2025	17th , 19th, 22nd & 24th December, 2025

S.No.	Name of the Judicial Officers	Designation	Date of Work from Home	Date of Physical Duty
55	Ms. Kamaldeep Kaur	JMFC (Digital Traffic Court)	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
56	Ms. Tuhina Mardi	Relieving JMFC / Civil Judge	17th, 19th, 22nd & 24th December, 2025	18th, 20th, 23rd & 26th December, 2025
57	Sh. Bhagwat Prasad Meena	Relieving JMFC / Civil Judge	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025
58	Ms. Anugya Chauhan	Relieving JMFC / Civil Judge	18th, 20th, 23rd & 26th December, 2025	17th, 19th, 22nd & 24th December, 2025

Notes:-

1. The Judicial Officers shall hold Court through virtual hearings/ physical hearings as per the aforesaid roster on the dates mentioned against their names.
2. The Court timings in case of virtual/ VC hearings shall be from **10:00 am to 04:00pm, with lunch break from 01:30pm to 02:00pm**.
3. The Officers, who are not attending office in person, shall work from home and shall be available on telephone and through electronic means of communications at all time and no such officer shall leave the station without taking due permission from this office.
4. All the judicial officers shall prepare a roster of the staff posted in their courts in terms of the circular no. 1465/Estt.-II/E.V./DHC dated 16.12.2025 of the Hon'ble High Court of Delhi, New Delhi.

16/12/25

(GURVINDER PAL SINGH)
Principal District & Sessions Judge, South
Saket Courts Complex, New Delhi

No. Judl-II/F.7/South/Saket/2025/ 56881 - 56981 **dated, New Delhi the** 16-12-2025

Copy forwarded for information and necessary action to:

1. The Registrar General, Hon'ble High Court of Delhi.
2. The Ld. Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. All the Judicial Officers posted in South District, Saket Courts, New Delhi.
4. Officer In-Charge, Computer Branch, Saket Courts, New Delhi.
5. Officer In-Charge, Bail & Filing, South District, Saket Courts, New Delhi.
6. The Judge In-Charge, Mediation Centre, Saket Court Complex, New Delhi.
7. The Secretary, DLSA, South District, Saket Courts, New Delhi.
8. The Chief Public Prosecutor South District, Saket Courts, New Delhi.
9. The Secretary Bar Association, Saket Courts, New Delhi.
10. The Director General (Prisons), Central Jail, Tihar, New Delhi.
11. The PRO, Saket Courts, New Delhi.
12. The Caretaking Branch, South District, Saket Courts, New Delhi.
13. PA/Reader to the Ld. Principal District & Sessions Judge South.
14. R & I Branch for uploading on LAYERS.

Principal District & Sessions Judge, South
Saket Courts Complex, New Delhi

HIGH COURT OF DELHI : NEW DELHI
(ESTABLISHMENT-II BRANCH)

No.1465/Estt.-II /E.V/DHC

Dated: 16.12.2025

CIRCULAR

In view of the prevailing weather conditions, Hon'ble the Chief Justice has been pleased to direct that, such number of Gazetted and non-Gazetted staff including contractual staff working on the establishment of this Court be permitted to work from home as may be possible without affecting the smooth working of the Hon'ble Courts. For this purpose, the respective Registrars/OSDs shall prepare roster for the month of December, 2025 on alternate day basis ensuring that at least 50% of the strength of the staff shall daily attend the court in person. Those officers/officials, who are not attending office in person, shall work from home and shall be available on telephone and through electronic means of communications at all times and no such officer/official shall leave the station without taking due permission from this Office.

Further, it is also directed that while making such roster of Gazetted and non-Gazetted staff, preference shall be given to the female staff that are in the family way and to staff members having medical issues, for performing duties from home.

Similarly, all the Principal District and Sessions Judges shall also prepare roster for the month of December, 2025 for the Officers of DHJS, DJS and the staff of the District Courts in Delhi in the aforesaid manner.

By Order

Sd/-
(ARUN BHARDWAJ)
REGISTRAR GENERAL

Endst. No.22374-22403/Estt.-II/DHC

Dated: 16.12.2025.

Copy forwarded for information and necessary action to:-

1. All Principal District & Sessions Judges, Delhi with request to circulate this Circular to all the Ld. Judicial officers in their Jurisdiction.
2. The Principal Judge, Family Courts (HQ), Dwarka Courts Complex, Dwarka, New Delhi, with the request to circulate the Circular to all the Ld. Judges, Family Courts.
3. Ld. Chairman (IT & Digitization), District Courts with a request to upload the Circular on the website of all District Courts.
4. The Principal Secretary (Law, Justice & L.A), Govt. of N.C.T. of Delhi.

5. The Member Secretary, Delhi State Legal Services Authority (DSLSA), Rouse Avenue Court Complex, New Delhi.
6. The Secretary, Delhi High Court Legal Services Committee, Delhi High Court.
7. The Commissioner of Police, Police Headquarters, New Delhi.
8. The Director (Academics), Delhi Judicial Academy, Delhi.
9. The Director of Prosecution, CBI, Block No.3, 2nd Floor, CGO Complex, Lodhi Road, Delhi.
10. The Director of Prosecution, Directorate of Prosecution, Tis Hazari, Delhi.
11. The Director General, Narcotics Control Bureau, West Block, I-Wing-5, Sector-7, R.K. Puram, Delhi.
12. The Superintendent Jail, Tihar/Rohini/Mandoli, Delhi.
13. The Secretary, Bar Council of India, New Delhi
14. The Secretary, Bar Council of Delhi, New Delhi
15. The Secretary, Supreme Court of India Bar Association, New Delhi
16. The Secretary, Delhi High Court Bar Association, New Delhi
17. The Secretary, Delhi Bar Association, Tis Hazari, Delhi
18. The Secretary, Bar Association, New Delhi .Courts, Patiala House, New Delhi
19. The Secretary, Bar Association, Karkardooma Courts, Shahdara, Delhi
20. The Secretary, Bar Association, Rohini Courts, Rohini, Delhi
21. The Secretary, Bar Association, Dwarka Courts, Dwarka, New Delhi
22. The Secretary, Bar Association, Saket Courts, Saket, New Delhi.
23. The Secretary, Bar Association, Central Delhi Court, Rouse Avenue, New Delhi.
24. Registrar-cum-Secretary to Hon'ble the Chief Justice and All Registrars/OSDs/Co-ordinator, DIAC.
25. The Joint Registrar, Registrar General's Secretariat.
26. All Joint Registrars (Judicial).
27. Director (IT) of this Court.
28. Private Secretaries to all the Hon'ble Judges.
29. P.A. to Registrar (IT) with the request to arrange to upload the Circular on the website of this Court.
30. Notice Board.
31. Guard File.

(HEM CHANDRA PANDEY)
JOINT REGISTRAR (ESTT.-II)