

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, SOUTH DISTRICT  
SAKET COURT COMPLEX: NEW DELHI**

**CIRCULAR**

It is being noticed that despite repeated instructions, the causelists of all the Courts of District Court Complex, Saket are not found uploaded on the official website(s) of Delhi District Court and District Court Saket and similarly, the daily orders and judgments are also not being sent regularly for uploading.

All the Judicial Officers posted at Saket Court Complex are hereby requested to direct their respective Readers / Ahlmads / Assistant Ahlmads to send the cause-list, one day in advance on the Data Base Server and latest by 04:00 PM.

All the Judicial Officers are also requested to direct the concerned stenographers posted in the courts and stenographers posted through office pool to send all such data i.e., daily orders and judgments to the Data Base Server for necessary uploading and any lapse on this score would now invite initiation of disciplinary proceedings against the erring officials.

Further, Stenographers/Readers/ Ahlmad and Assistant Ahlmads be asked to use correct Judge Code, while sending the data on the Data Base Server and in case of transfer of any Presiding Officer or abolition of court, the information be immediately sent to Computer Branch for necessary updation / rectification in Data Base Server.

This issues with the approval of Ld. District & Sessions Judge (South District) and Ld. District & Sessions Judge (South East District), Saket Court Complex, New Delhi.

(Sandeep Yadav)  
Officer In-charge (Computer)  
Saket Court Complex,  
New Delhi

No. 9529-9612/Cir./Computer/F.06/SD/Saket/15

Dated, New Delhi the 12/05/2015

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

1. All the Judicial Officers posted at Saket Courts, New Delhi to ensure that their staff send data regularly and without any delay.
2. The Website Committee, Central District, Delhi for updation of the same on the official website of Delhi District Courts and Saket Court Complex as well.
3. Private Secretary to Ld. District & Sessions Judge (South).
4. Private Secretary to Ld. District & Sessions Judge (South East).

(Sandeep Yadav)  
Officer In-charge (Computer)  
Saket Court Complex,  
New Delhi