

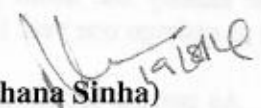

**OFFICE OF THE DISTRICT & SESSIONS JUDGE (WEST)
TIS HAZARI COURTS : DELHI**

No 23729-23735 /JOTP/Gaz/DJ West/2019

Dated Delhi the 19/01/19

Copy forwarded for information and necessary action to :-

1. The Judicial Officers concerned, West District, Tis Hazari courts, Delhi.
2. The Officer Incharge, Pool Car, Tis Hazari Courts, Delhi.
3. The SCJ/RC, West District, Tis Hazari Courts, Delhi.
4. Dealing Official (Leave Seat), Judicial Branch, West District, Tis Hazari courts, Delhi.
5. The PS to Ld District & Sessions Judge (West), Tis Hazari courts, Delhi for information.
- ~~6.~~ For uploading on centralized website through LAYERS.


(Dr. Archana Sinha)
Officer Incharge (Judicial Branch)
Additional District Judge-06


Manoj Jain
D.H.J.S
Director (Academics)



DELHI JUDICIAL ACADEMY
(High Court of Delhi)
Sector-14, Dwarka, New Delhi - 110042
011-28036502 (O)
011-28036687 (TeleFax)
011-28036683/87 (Fax)
Email: - dja@nic.in

No. DJA/Acd./Induction Trg. (DJS)-XV/1317/2019/4586

17th August, 2019

To

Sh. Dharmesh Sharma,
District & Sessions Judge,
West, Tis Hazari Courts
Delhi

Sub.: Practical Training of newly appointed Officer of the DJS (July, 2019 Batch)

Respected Sir,

In continuation to our earlier communication dt. 13.08.2019, regarding the above captioned subject, this is to humbly inform your goodself that one newly appointed trainee Officer namely **Sh. Sunil Khatri** has reported at Delhi Judicial Academy on 17.08.2019 (A/N) to undergo one year Induction Course.

As per the proposed Judicial Education & Training Programme Calendar 2019, the newly appointed Judicial Officer is required to undergo Practical Training by way of court-attachment at District Courts.

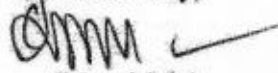
It is requested that Mr. Sunil Khatri, trainee officer may kindly be attached with Ms. Gita, Civil Judge, West, THC (Room No. 182) w.e.f. 19th to 31st August, 2019.

If Mentor Judicial Officer with whom the Trainee DJS Officer has been attached, happens to be on leave or unavailable due to any administrative/ancillary reason, the trainee officer may kindly be attached with another Judicial Officer of similar jurisdiction of your District. In such an eventuality, copy of the order of attachment may kindly be sent to the Academy for information and record.

The Mentor Judicial Officer is required to give feedback of trainee officer attached with him as per the Training Feedback Form, (Annexure 'B'). Such form is also available on respective LAYERS Login and in case same is filled up through LAYERS, the hard copy need not be sent by Mentor Judicial Officer.

With regards,

Yours faithfully,


(Manoj Jain)


Encls.: As Above

No. DJA/Acd./Induction Trg. (DJS)-XV/1317/2019/

17th August, 2019

Copy to:

Mr. Sunil Khatri, Trainee Officer of DJS


(Manoj Jain)



Training Feedback Performance

Duration of Court Attachment: _____

Name of the Trainee DJ S Officer: _____

Name of the Judicial Officer (Trainer): _____

Feedback of Trainer Judge about Trainee Officer:				
Please tick (✓) the relevant one:-				
Aspect Concerning	Satisfactory	Good	Very Good	If other, specify
Punctuality				
Level of involvement in the attachment programme				
Maintenance of decorum inside the Court Room				
Basic understanding of Law on the basis of Short Order / Judgment written by Trainee Officer				
Display of Court Craft by Trainee Officer				
Any special remarks / observation	➔			

Signature of Judicial Officer (Trainer)

Dated: