

OFFICE OF THE DISTRICT & SESSIONS JUDGE: WEST : DELHI

CIRCULAR

This office has purchased 149 nos. Backrest (i.e. 94 nos. for Stenographers and 55 Nos. for JJA Cadre) for the official use of court staff posted in West District, Tis Hazari Courts, Delhi. It is to inform that the backrests have been procured for all the Stenographers as they have to sit continuously for long hours to work on computers. Further, the backrests for the JJA Cadre have been procured equal to the 25 % of the total JJA Cadre staff posted in West District and same will be issued only to those staff member of JJA Cadre who are having some medical problems/back pain.

The Stenographers (Sr. PAs/PAs) posted in West District, Tis Hazari Courts, Delhi may get Lumber Support/backrest issued from Care Taking Branch, Room No. 148, Tis Hazari Courts after submitting the requisition duly forwarded by the Ld. Presiding Officer.

The Sr. Judicial Assistants, Judicial Assistants and Junior Judicial Assistants posted in West District are hereby informed that Lumber Support/Back Rest may be get issued from the Care Taking Branch (West), Room no. 148, THC after submitting the requisition duly forwarded by Ld. Presiding Officer/Ld. Officer Incharge/Admn. Officer (Judl.)/Branch Incharge alongwith supportive medical documents or recommendations of a Medical Practitioner/Doctor.

Further, is informed to all the staff members that the life span of the Lumber Support/back rest is two years. The Lumber support/back rest will be issued in the name of individual staff member and in case of transfer of the staff member from West District to other District within the two years of issuance of Lumber support/backrest, the said Lumber Support/back rest has to be returned in the Care Taking Branch (West), Room No. 148, Tis Hazari Courts, Delhi.

(VISHAL PAHUJA)
Administrative Civil Judge (West)
Tis Hazari Courts,
Delhi

No. 2125-2196 ACJ(West)/THC/2019

Dated: 07/08/2019

Copy forwarded for information:-

1. All the Courts functioning in West District, Tis Hazari Courts, Delhi
2. All the Branches functioning in West District, Tis Hazari Courts, Delhi
3. PS to Ld. District & Sessions Judge, West District Tis Hazari Courts, Delhi.
4. R&I Branch for uploading on LAYERS.
5. R&I Branch for uploading on Centralized Website through LAYERS.

Administrative Civil Judge (West)