


OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs), DELHI

CIRCULAR

Sub: Practice directions for preparing 'Office Note'.

It is directed that henceforth, names and designations of all officials/officers signing the office notes shall be inscribed under their signatures.

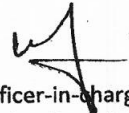
This issues with prior approval of Ld. District & Sessions Judge (HQs), Delhi.


(MOHD. FARRUKH)
Officer-in-charge, Admn. Branch-II
Tis Hazari Courts, Delhi

No. Admn. II/Misc./2019/36941-37041 Dated, Delhi the 6-6-19

Copy to:

1. Ld. Officer-in-charges of all the Branches, Central District, Tis Hazari Courts, Delhi.
2. Personal Office of Ld. District & Sessions Judge (HQs), Delhi.
3. All Sr. Admn. Officer (Judicial)/Admn. Officer (Judl.), Branch-in-charges, Accounts Officer/Asstt. Accounts Officer, Central District, Tis Hazari Courts, Delhi.
4. The Branch-in-charge, General Branch (Central), THC, Delhi for updating *Annual Reference Book*.
5. For uploading on LAYERS.


Officer-in-charge,
Administration Branch-II (Central)
Tis Hazari Courts, Delhi