

**OFFICE OF THE DISTRICT & SESSIONS JUDGE(HQs) : DELHI**

No.....Pool Car/THC/Misc/2019

Delhi, dated

**CIRCULAR**

In modification of the earlier circulars on the use of Pool Cars issued by this office, following further instructions are issued to be complied with by all the concerned with immediate effect.

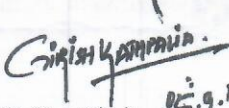
1. It has been brought to the notice of the undersigned that at times some Judicial Officers unauthorizedly use Pool Cars for personal purposes and withhold the vehicle as and when being on half day leave or seek alteration in their designated routes according to their choice or demand separate vehicle for their convenience, which is not a good practice. It is therefore, directed that henceforth, **Pool Cars shall be provided to Ld. Judicial Officers 'to and fro' from official residential addresses only.** However, in case of any emergency, such as medical ailment etc, the driver may be directed by the senior most Judicial Officer sharing the pool to take the deviated route.
2. Further, it is impressed upon all Judicial Officers that use of official vehicles shall be on sharing basis(Pool basis and not exclusive) except in case of the District Judges, CMM and Protected Judicial Officers, and also where the Competent Authority is of the view that it is not possible to constitute a pool, in which eventuality information of the same shall be duly forwarded to the undersigned.
3. It is also clarified that **seniority is not a criterion in picking up and dropping the Judicial Officers using pool car and the only criterion for constitution of the route shall be the shortest possible route.** The Officers who reside farthest from their Court Complex, shall be picked up first and dropped last and the Officers who are nearest to the Court Complex shall be picked up last and dropped first. No route shall be changed by the users of Pool Cars without the prior approval from the Officer Incharge, Pool Car Section.
4. It is clarified that those Judicial Officers, who are not availing pool car facility, **shall not be provided official vehicles for any purpose whatsoever including TIPs, Jail Inspection, Training Programmes, High Court Inspection, Drop/Pickup at Airport/Railway Station** till further orders in view of the acute shortage of Vehicles

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P.T.O.

5. It is also impressed upon the Judicial Officers that the Log Book of both official and hired vehicles shall be signed on day to day basis by the officers first to be picked and last to be dropped and counter signed by the senior most Judicial officer sharing the pool. Due accommodation shall be given for additional kilometers till the nearest court complex/parking which can be done by taking the nearest court complex as starting point and parking point.

6. In case of official functions including programmes at Judicial Academy, the routes can be prepared on sharing basis where the officers residing in each Court Complex, irrespective of their place of posting, can be clubbed together in the route and for that purpose a request can be made to the Office of undersigned.

7. It is hereby advised to all Judicial Officers that no officer should deal directly with the contractors. In case of any objectionable incident or grievance, the same shall be brought to notice of the Officer-in-charge, Pool Car, Headquarter for appropriate action.

  
( Girish Kathpalia ) 05.9.19  
District & Sessions Judge(HQs)  
Delhi A 51914


No. 51938-52538 /Pool Cars//THC/Misc./2019

Delhi dated

05 SEP 2019

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

1. Ld. Judicial Officers, All Districts, Delhi including Ld. Judicial Officers who are posted on deputation basis or in Diverted Capacity including Ld. Trainee Officers.
2. PS to the Ld. District & Sessions Judge (H.Qs), Tis Hazari, Delhi.
3. PS to the Ld. District & Sessions Judge, All District, Delhi
4. Ld. Officer-In-Charge, Pool Car, All District, Delhi
5. Sr. Administrative officer (Judicial), Administration Branch-III, Tis Hazari, Delhi
6. A.O., Accounts Branch, A.O.(Judicial), All District, Delhi
7. A.O., Website Committee with the direction to put up the circulars on the Website immediately.
8. DDO, All District, Delhi
9. Guard file

  
District & Sessions Judge(HQs)  
Delhi A 51914