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11-07-23

SC 67-R  
12/7/23  
(8)

HIGH COURT OF DELHI

Most Immediate

Shershah Road, New Delhi

5238-5250  
No. DHC(Gaz/G-3/2023)

Dated: 12/07/2023

From:

The Registrar General,  
High Court of Delhi,  
New Delhi.

To,

1. The Principal District & Sessions Judge (Headquarter), Tis Hazari Courts, Delhi.
2. The Principal District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi.
3. The Principal District & Sessions Judge, North-West District, Rohini Courts, Delhi.
4. The Principal District & Sessions Judge, South District, Saket Courts, Delhi.
5. The Principal District & Sessions Judge, South-West District, Dwarka Courts, Delhi.
6. The Principal District & Sessions Judge, West District, Tis Hazari Courts, Delhi.
7. The Principal District & Sessions Judge, East District, Karkardooma Courts, Delhi.
8. The Principal District & Sessions Judge, South-East District, Saket, Delhi.
9. The Principal District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi.
10. The Principal District & Sessions Judge, North-East District, Karkardooma Courts, Delhi.
11. The Principal District & Sessions Judge, North District, Rohini Courts, Delhi.
12. The Principal District & Sessions Judge-cum-special Judge (PC Act) (CBD), Rouse Avenue Courts Complex, New Delhi.
13. The Principal Judge, Family Courts, (Headquarter), Dwarka, Delhi.

Sub: "Directions regarding advance updation of leave taken by Judicial Officers on the Website of District Courts".

Sir/Madam,

I am directed to refer to this Court's letter No. 4118-30/DHC/Gaz./G-3/2021 dated 12.11.2021 (copy enclosed) whereby it has been directed that:-

- a) Intimation of leave be sent by all the Judicial Officers to the office of Principal District & Sessions Judge, at least one day in advance, and the concerned Branch be directed to update the status thereof on Delhi District Courts website immediately.
- b) In case of any hardship or unforeseen exigency, when any leave is applied at last moment, intimation by/through the concerned Judicial Officer be sent promptly, using electronic means, so that the same is received in the office of Principal District & Sessions Judge before 10:00 AM, enabling the uploading of the same forthwith on the website for intimation of all concerned.

Judicial Branch  
PO 25/RADC  
12/7/2023

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It was further directed to issue directions for maintaining a Register in respective offices containing following fields:-

- a) Name of the Judicial Officer
- b) Date(s) for which leave is sought
- c) Date and time of receiving the leave application in the office
- d) Date and time of uploading the intimation on the website

It has come to the notice that above said directions are not being strictly complied with. I am, therefore, directed to request you to kindly ensure that above said directions be strictly complied.

Yours Sincerely,

(Surender Pal)

Encl: As above

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE-CUM -SPECIAL JUDGE**  
**(PC ACT)(CBI)ROUSE AVENUE DISTRICT COURT, NEW DELHI.**

**CIRCULAR**

In pursuance of the Hon'ble Delhi High Court letter No.5238-5250/DHC/Gaz./G-3/2023 dated 12<sup>th</sup> July, 2023 (copy enclosed), it is impressed upon all Judicial Officers posted at Rouse Avenue Court Complex, New Delhi that:-

1. Intimation of leave be sent by all the Judicial Officers to the office of the Principal District & Sessions Judge, at least one day in advance so that the concerned Branch can update the same on Delhi District Courts website immediately.
2. In case of any hardship or unforeseen exigency, when any leave is applied at last moment, intimation by/through the concerned Judicial Officer be sent promptly, using electronic means, so that the same is received in the Office of Principal District & Sessions Judge before 10:00 AM, enabling the uploading of the same forthwith on the website for intimation of all concerned.

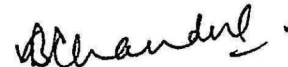
  
(ANJU BAJAJ CHANDNA)

Principal District & Sessions Judge-  
cum-Special Judge(PC Act)(CBI)  
Rouse Avenue Court Complex,  
New Delhi.

No.Leave/RACC/Gaz./2023 13877C -13927C Dated 18.07.2023

Copy forwarded in continuation to this office Circular No.Leave/ RACC/Gaz./ 2021/ 27194-27242-C dated 16<sup>th</sup> November, 2021 for information and necessary action to:-

1. The Registrar General, High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. All the Judicial Officers posted at Rouse Avenue Court Complex, New Delhi.
4. The Website Committee, Tis Hazari Court, Delhi with the request to upload the circular on the official website and further send the weekly report on updation of leave of Ld. Judicial Officers of RACC, New Delhi (date and time) on the website.
5. The P.S to the undersigned.



Principal District & Sessions Judge-  
cum-Special Judge(PC Act)(CBI)  
Rouse Avenue Court Complex,  
New Delhi.